



## MASTER COURSE OUTLINE

Prepared By: Bill Autry

Date: June 2014

### COURSE TITLE

Work-based Learning Seminar

### GENERAL COURSE INFORMATION

Dept.: IST

Course Num: 297

(Formerly: )

CIP Code: 47.0396

Intent Code: 21

Program Code: 770

Credits: 1

Total Contact Hrs Per Qtr.: 11

Lecture Hrs: 11

Lab Hrs:

Other Hrs:

Distribution Designation:

### COURSE DESCRIPTION (as it will appear in the catalog)

Feedback and discussion to integrate and relate work based learning and classroom based instruction. Work ethic, leadership, safety and occupational health, environmental issues, and other student generated topics are examined. May be repeated up to six (6) credits.

### PREREQUISITES

Instructor Permission

**Corequisite:** IST 295

### TEXTBOOK GUIDELINES

Appropriate textbook as determined by faculty

### COURSE LEARNING OUTCOMES

*Upon successful completion of the course, students should be able to demonstrate the following knowledge or skills.*

- 1) The student will have the tools necessary to become employable in their chosen field.

### INSTITUTIONAL OUTCOMES

### COURSE CONTENT OUTLINE

- Week 1) Setting and realizing goals
- Week 2) Attitude - Developing a 'can do personality'
- Week 3) Time management
- Week 4) Answers - where to find them
- Week 5) Creativity - bred by adapting ways around roadblocks
- Week 6) Self-esteem and employer appreciation
- Week 7) Responsibility - sometimes means doing the right thing at a cost to yourself!
- Week 8) How to market yourself
- Week 9) Resumes

**DEPARTMENTAL GUIDELINES** *(optional)*

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**DIVISION CHAIR APPROVAL**

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**DATE**