

**Career Life Planning Course: CLP 70 Self-Assessment**

**Quarter: Fall 2017      Section: 62.Z (fully online)      CRN: 20619**

**Instructor: Robert Clem**

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**Description:** Examine the decision-making process by exploring theories in career development and other factors such as familial, social, and cultural issues that influence career and lifestyle choices. Utilize self-assessment inventories to identify individual interests, values, skills, and personality types as they relate to career/college major options. Become familiar with career development software, related technology and develop skills to enhance the job search process.

**Requisites:** Students may enroll in either Career Life Planning 70 or 75, but not both, for credit.

**Advisory:** English Writing 211 and Reading 211 (or Language Arts 211), or English as a Second Language 272 and 273.


**Hours:** Four hours lecture (48 hours total per quarter).

**Grade Method:** Letter Grade

**Student Learning Outcome (SLO):** Research and evaluate college major and career options while assessing multiple factors in career development that include: personality traits, values, skills, interests, attitudes and family & cultural influences. Demonstrate effective decision-making skills by choosing a college major and career option that complements the student's self-assessment.

**Text:** A textbook is not used in this course. Several career development websites designed specifically for college students will be used in this course.

## Class Calendar

		Assignment		
Week/Module	Weekly Topic	Module Opens Monday	Due Dates Monday at 11:00AM	Assignment Points Possible
				
Week 1	Personal Introductions	9/25	10/2	5
Week 2	Temperament Types	10/2	10/9	10
Week 3	Values	10/9	10/16	5
Week 4	Interests Types	10/16	10/23	10
Week 5	Skills	10/23	10/30	5
Week 6	Midterm Reflection	10/30	11/6	20
Week 7	Research Career 1	11/6	11/13	5
Week 8	Research Career 2	11/13	11/20	5
Week 9	Research Career 3	11/20	11/27	5
Week 10	Interviewing, Reflecting, Deciding	11/27	12/4	10
Week 11	Write Final Reflection Paper	12/4	12/11	20
Week 12	Final Paper Due: 12/11 at 11AM		12/11	

**Assignments:** **Self-expression** by means of **written communication** is the main tool we use in this **Self-Assessment** course. Most of the assignments in this class consist of short written essays (typically three or four paragraphs of self-reflection) about what you have learned during that week. The midterm and final reflection paper will focus on what you have learned overall. The midterm and final reflection papers are written essays requiring a minimum of 1,000 words each. I do not mark down essays with grammar or punctuation errors as some of you may be learning English for the first time, but please use Spell Check.

## Grading Scale

Points Earned	Letter Grade
90-100	A
80-89	B
70-79	C
60-69	D
59 or less	F

**Important Reminder:** All assignments must be completed in order to pass the class. If a single assignment is missing an F grade will be received.

**In online class discussions:**

Be respectful and helpful. Encourage and support your peers!

Give constructive feedback that will help your fellow students succeed.

Stay on topic.

Share your thoughts and opinions honestly.

Be careful what you share. Some things really are too personal. Think before you post.

**Note:** As your teacher, I will participate in many of the class discussions. Please know that I do monitor all discussions and postings. At times I may send a private message to assist you in your academic, career and personal development. You have a generous amount of time to complete the tasks and assignments each week. It is okay to finish and submit your work early.

**Online Classroom Behavior**

Academic dishonesty, cheating and plagiarism are unacceptable. Students are expected to respect all persons (and differing opinions) in the classroom by using respectful and supportive language and behavior. Disruptive behavior may result in dismissal from class. Students engaging in disruptive behavior may be reported to the De Anza College Administration and/or Campus Police for possible disciplinary action.

**Accommodations:** Should you need any disability accommodations, please be sure to first get them cleared and approved through De Anza Disability Support Programs and Services (DSPS) in the Registration & Student Services Building, Suite 141, (408)-864-8753.