GROSSMONT COLLEGE

Official Course Outline

COUNSELING 120 - COLLEGE AND CAREER SUCCESS

 1. Course Number Course Title Semester Units Semester Hours

 COUN 120 College and 3 3 hours lecture: 48-54 hours

 Career Success 96-108 outside-of-class hours

 144-162 total hours

 2. Course Prerequisites

 None

Corequisite

 None

 Recommended Preparation

 None

 3. Catalog Description

 Learn how to be successful in college by improving study skills such as textbook reading and marking, note-taking, listening to lectures, managing time, studying for tests and improving memory. Additional success topics include exploring motivation and attitudes, managing stress, developing creativity, improving communications and relationships, and maintaining optimum health. Discover your values, interests, aptitudes and personal strengths in order to plan your education and a successful career.

 4. Course Objectives

 The student will:

 a. Develop a personalized study system for reading a college textbook.

 b. Apply listening and note-taking skills to college lectures.

 c. Utilize time management skills to achieve personal goals.

 d. Apply test-taking techniques.

 e. Describe learning theory and its application to memory improvement techniques.

 f. Practice stress management techniques.

 g. Discover the relationship of motivation and attitudes to personal success.

 h. Practice creativity techniques which can be used in writing, speaking and life planning.

 i. Learn and practice basic communication skills.

 j. Discuss the connection between nutrition, fitness and success in college life.

 k. Examine life stages and developmental tasks of each stage in order to increase self-understanding and enhance career planning.

 l. Assess values as the basis of career decision making.

 m. Identify aptitudes.

 n. Explore career interests.

 o. Examine personality type as related to careers, communication and learning~~.~~

 p. Identify or confirm a career or college major which matches personality, interests, values, and aptitudes.

 q. Conduct career research.

 r. Create an education plan consistent with career choice.

5. Instructional Facilities

 Standard classroom~~.~~

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 6. Special Materials Required of Student

 a. Career Occupation Preference Evaluation (COPES).

 b. Career Occupational Preference Survey (COPS).

 c. Myers Briggs Type Indicator (MBTI).

 7. Course Content

 a. Learning about Self

 (1) Personality, interests, aptitudes and values.

 (2) Goal setting and time management.

 (3) Individual stressors and learning relaxation techniques.

 (4) Motivation and attitudes in relation to achieving goals.

 (5) Nutrition and physical fitness and its effect on learning and goals.

 b. Learning How to Learn

 (1) A study system based on learning strengths.

 (2) Learning theory as related to preview, review, recitation and memory.

 (3) Listening and note-taking skills.

 (4) Creativity toward decision-making, term papers, and speeches.

 c. Learning How to Earn a Living

 (1) Career assessments.

 (2) The job market and career trends.

 (3) Career research.

 (4) Educational and career plan.

 d. Relating and Communicating With Others

 (1) Variety of personality types.

 (2) Basics of communication (listening, "I" messages).

 (3) Dealing with change in relationships.

 (4) Gaining the cooperation of significant others.

 (5) Handling complaints, criticism, conflict and compliments.

 8. Method of Instruction

 a. Large group lecture.

 b. Small group activities.

 c. Group discussions.

9. Methods of Evaluating Student Performance

 a. Essay exams, quizzes and a final exam.

 b. Writing assignments using critical thinking on personality analysis.

 c. Class participation.

 d. Journal writing.

 e. Independent research such as career research based on the results of his/her personality/interest. assessments.

 f. Internet assignments such as career and educational research on careers and schools of his/her choice.

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10. Outside Class Assignments

 a. Campus tour.

 b. Library tour and research project such as an online library tutorial that teaches the student how to research, evaluate, locate, and cite sources he/she may use on a topic of his/her choice.

 c. Journal writing assignments.

 d. Assigned textbook reading.

 e. Journal writing.

 f. Independent research such as career research based on the results of his/her personality/interest assessments.

 g. Internet assignments such as career and educational research on careers and schools of his/her choice.

11. Texts

 a. Required Text(s) selected from:

1)     Dillon, Dave. *Blueprint for Success in College and Career.* Rebus. <https://press.rebus.community/blueprint2/>  Licensed under a Creative Commons Attribution 4.0. 2017.

 2) Ellis, Dave. *Becoming a Master Student*. Stamford, CT: Cengage Learning, 2015.

 3) Downing, Skip. *On Course, Strategies for Creating Success in College and in Life*. Boston, MA: Cengage Learning, 2017.

 4) Fralick, Marsha. *College and Career Success*. Dubuque, IA: Kendall/Hunt Publishers, 2016.

 b. Supplementary texts and workbooks:

 Grossmont College Catalog, current edition or edition relative to student’s enrollment.

 Addendum: Student Learning Outcomes

 Upon completion of this course, our students will be able to do the following:

a. Distinguish appropriate study strategies to maximize their learning potential.

b. Identify time management strategies to facilitate an effective study schedule.

c. Identify the components of an educational plan consistent with meeting major and career goals.

Date approved by the Governing Board: December 12, 2017