

**ACADEMIC & CAREER PLANNING: CHOOSING A MAJOR & CAREER GOAL
ECHD 2050**

Fall 2007

Instructor: Graham Hunter, M.H.S.
Office Hours: Tu & W 12:00pm until 2:00pm (by appointment)
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Required Course Materials:

The required text for the course is *Discovering Your Future in a Global Society* by Pearson Publishing. The text is available at various bookstores on and off campus. If you choose to buy a used copy of this textbook, ensure that the book is in such shape that none of the pages have been removed and you are able to complete the required exercises (e.g., Career Autobiography p.84-85, Career Information Form on pp. 147-151).

Course Description:

ECHD 2050 is a two hour course that will orient you to the process of career and life planning. It will focus on self-assessment, decision-making, and career exploration. The course will also educate you on how to choose a course of study and career trajectory that is compatible with your personality, as well as your skills, abilities, and values. By navigating this process, you will learn the skills necessary to choose a major and/or career direction.

If you have already chosen your career and its corresponding major, this course is probably not for you. In such cases, your instructor recommends you check into the availability of the ECHD 3050 course, which is geared for individuals further along in the career development process.

Career Center:

Throughout the course of the semester, students will become familiar with resources in the Career Center at Clark-Howell Hall. By the end of the semester, students should be able to demonstrate the capability of implementing career searches and developmental processes using on-line and Career Center resources.

Instructor's Expectations & Policies:

Consider this class your job and me your boss. You may call me Graham, Mr. Hunter, or professor. I allow you the opportunity to decide based on your comfort level. I do not respond, however, to "Dr. Kenneth Noisewater," "Professor Geezy," or any other name that suggests we chill together on weekends or have less than a professional relationship. In other words, I prefer a moderately relaxed environment and a moderate level of mutual respect in the classroom.

By enrolling in this course you have elected to sign a contract with me, and the agreement is this – you do your job and you accrue points. I distribute points along the way, and at the end of the semester, you will have earned a certain amount. I suspect that some will earn more than others; yet, provided that you do high quality work and make an honest attempt at personal growth, there is nothing that should limit your ability to earn points. I can promise you this – the difference in point accrual will result from performance disparities alone. This is to say that, unlike in many other settings, your gender, race, culture, sexual orientation, religious affiliation, athletic ability, and your parents' financial status will *not* bias my evaluation of your course work. You have all been hired under the same conditions, and the expectations for all of you are the same.

Attendance & Participation: When you do your job well, you earn points. When you do not do your job well, you still earn points, but not as many. In addition to assigned work, you can earn points for prompt arrival and participation. A maximum of 10 points per class session and 150 for the semester will be awarded for participation. You can earn 10 points of extra credit for attending and participating in all of the classes, but don't come to this class with the flu or looking like death.

Five points are earned each week based on your prompt arrival and participation. In other words, you show up and do work and I pay you with points. You are expected to arrive to class on time and remain until dismissed. When you come in late, do not expect to earn the same number of points as those who arrive on time. If you leave class early, the same rule applies. If you show up but do not participate, again the same rule applies. This course is interactive, and your participation will greatly increase the likelihood that you reach your goals.

Each week, a reading, a quiz, or assignment will be given. In this respect, you get paid for your performance, receiving a maximum of 5 points per session. So, arriving to class on time, participating actively, and receiving a score of 5/5 on a quiz earns 10 points for the class period. Do this 15 times throughout the semester, and you will earn 150 points. If class is canceled on a particular day, you will earn your 10 points automatically.

Due to the applied and interactive nature of the course, **students are expected to complete their readings and come prepared to engage in class discussions.** Students who engage in text messaging, read the newspaper, take phone calls, have side conversations, sleep, listen to their iPod, or engage in other distracting or disengaging behaviors during class will be asked to leave. In such cases, 10 points will be lost on that day. Two of these instances will cost you your employment; in other words, you will be dropped from the class. Myself and your classmates also prefer that you engage in basic hygiene, or at least not stink, but if stinking is your thing, I won't kick you out for it.

Four class periods are mandatory – August 27th, September 24th, the midterm exam, and the final exam. As a class, **we will meet at the Career Center in 246 of Clarke-Howell Hall on August 27th** to take the necessary assessments. These assessments serve as the foundation of the course, and **failure to attend on this date will result in your being dropped from the course.** On **September 24th** you will

receive feedback on the assessments. October 15th is the date of the midterm and attendance is required. December 10th or 14th is the date of the final and attendance is required.

Absences: In the event you are unable to attend class due to illness or unforeseen circumstances, the instructor should be notified via e-mail before class begins. Each student will be allowed one absence throughout the semester (the equivalent of Paid Time Off). You all have been given these 10 points at the beginning of the semester and may use them as you please. Some may choose to keep them in the event of unforeseen circumstances (e.g., illness). Others may choose to use them recreationally. The choice is yours, but the point is this – I will not have lengthy discussions about why you were not in class on a given occasion.

In case of an emergency where you experience a medical illness and are unable to sit for an exam, you must contact the instructor of this course prior to class to inquire about a make-up exam. Documentation is required, and such cases will be handled on an individual basis.

Grading Policy: I will be utilizing the following grading scale to calculate final grades:

A	94-100	=	940-1000 points
A-	90-93	=	900-930
B+	87-89	=	870-890
B	84-86	=	840-860
B-	80-83	=	800-830
C+	77-79	=	770-790
C	74-76	=	740-760
C-	70-73	=	700-730
D	65-69	=	650-690
F	64 and below	=	640 and below

As a general policy, no extra credit opportunities will be offered, with the exception of perfect attendance.

Make-Up Exam Policy: There are only two examinations – the midterm and the final. If you miss either exam due to an emergency, a make-up will be offered. In emergency cases, valid documentation is required. Students sometimes provide non-emergency excuses, such as, “My alarm did not go off,” or “Grey’s Anatomy really upset me last night.” Neither of these constitutes emergencies, and in such cases, a make-up will not be offered. The same policy is applicable for the Career Presentation.

Academic Honesty: As your instructor, I support and have an obligation to uphold the University Academic Honesty Policy. All academic work must meet the standards contained in “A Culture of Honesty.” Students are responsible for informing themselves regarding these standards before performing any academic work. Information about the University of Georgia’s academic honesty standards can be found at the following website: <http://www.uga.edu/ovpi/honesty/acadhon.htm>. The policy has application for all course assignments. Not to mention how embarrassing it would be for you to get

caught cheating on a test or plagiarize on papers or presentations for a class on choosing a major.

Students with Disabilities: The University of Georgia and this instructor follow the regulations outlined in the Americans with Disabilities Act. If you have a disability and necessitate classroom accommodations, please see me after class to make an appointment. Individuals who are unfamiliar with services available to university students with disabilities may contact the Disability Resource Center at (706) 542-8719, or access information online at <http://www.drc.uga.edu>.

Diversity: Diversity in the workforce and in student's experiences, values, opinions, and beliefs, is highly valued by this instructor. Consistent efforts will be made throughout the semester to approach class topics and discussions from a diverse perspective. Students are encouraged to share their ideas, while recognizing that other individuals in the class may possess opinions and beliefs counter to their own. Students are expected to show respect to one another at all times irrespective of such differences.

Final Notes: Also out of respect for your peers, your instructor, and any guest lecturers, students should **turn off all cell phones prior to the start of class**. In rare instances where you have an extraordinary need to remain accessible via your phone, please see the instructor in advance.

Assignments:

Grades will be assigned with respect to various activities and assignments throughout the semester. The overarching purposes of assignments are to increase one’s understanding of self and to facilitate progress towards the further development of one’s academic and/or career goals. Assignments are to be turned in on the date they are due. Feel free to be creative and expansive with the assignments; however, I will not read papers that go over the page limit and I will stop presentations at the time limit. One point will be deducted from the assignment for each day it is late. See WebCT postings for specifics regarding the assignments.

Classroom Attendance & Participation..... 75 points
Up to 5 points may be earned per class for attendance, prompt arrival, and engaging and participating until dismissal.

Weekly Assignments 75 points
Up to 5 points may be earned per class for weekly quizzes and reaction papers.

Assessments & Feedback Activities.....50 points

- 1. Career Decision-Making System (CDM) (25 pts)
- 2. TypeFocus-MBTI*
- 3. System of Interactive Guidance & Information (SIGI-3)*
- 4. Strong Interest Inventory (SII)*

} * The MBTI, SIGI-3, and SII (25 pts. total)
will be taken in the Career Center on
Monday August 27th

Career Autobiography.....25 points
Please type less 1.5 to 2 pages loosely based on the prompt in Exercise 2.1 on pages 84-85.

Personal Goals and Dreams Research.....75 points
This 1.5 to 2 page written document should contrast the cost of your preferred life style with the actual earning potential of your preferred career and be based on internet research. Get creative and research the cost of your desired lifestyle and the earning potential of your preferred career.

Major Information Search.....25 points
Use the UGA web site to explore information about majors that interest you. Complete Exercise 5.8 as thoroughly as possible based on what you learn.

Interview a Student50 points
Interview a 4th-year, 5th-year, or graduate student who is majoring in an area that interests you. Summarize this interview in a 1.5-2 page document.

Career Information Search.....25 points
Use the list of web sites and others to explore information about careers that interest you. Summarize this information in 1.5-2 pages.

Interview with a Professional 50 points
Interview some who is not related to you and works in a field that interests you. Summarize this interview in a 1.5-2 page document.

Career Search Presentation & Integrative Paper.....250 points

Mid-Term Exam150 points

Final Exam 150 points

TOTAL POSSIBLE POINTS **1,000 points**

COURSE SCHEDULE & READINGS
ECHD 2050

The syllabus, course schedule, and readings should be considered a general plan for the course. Deviations may present as the semester progresses, and will be announced in class by the instructor when applicable. The most updated syllabus will be accessible through WebCT. Students are expected to check WebCT weekly to ensure that they have the most recently dispensed information.

- Aug 20 **Lecture:** Course Overview: Why take ECHD 2050
Discussion: Introductions, Describe Your Personal Goals and Dreams!
Activity: A Big Wind Blows
Reading: Read your freakin' syllabus & schedule!
- Aug 27 **Reminders: Meet at the Career Center in 246 Clark-Howell Hall** (not the classroom) **Do not be late**, Print Assessment Results
Lecture: None
Discussion: None
Activity: Assessments: Strong Interest Inventory; SIGI-3; Type Focus
Reading: Chapter 1 (pp. 1-21) before Aug 27th
- Sept 3 Labor Day: No Class
- Sept 10 **Lecture:** Where are you now, and where are you headed?
Discussion:
Activity: Write out Personal Goals and Career Timeline
Reading: Chapter 2 (pp. 77-87) before Sept 10
Due: Career Autobiography (Exercise 2.1 p. 84-85)
- Sept 17 **Reminder: Bring Copies of SIGI-3 and TypeFocus Results to Class**
Lecture: Personality Assessment: Exploring your personality
Discussion:
Activity: Four Corners
Reading: Chapter 1 (pp. 32-45)
Due: Personal Goals and Dreams Research
- Sept 24 **Reminder: Bring copy of Strong Interest Inventory to Class**
Lecture: Interpreting the Strong interest Inventory (Guest Speaker)
Discussion:
Activity: Begin Career Decision Making Inventory (CDM)
Reading: Chapter 2 (pp.88-107); Chapter 3
- Oct 1 **Lecture:** Exploring Your Personal & Core Values
Discussion:
Activity: Values Attrition & Auction
Reading: Chapter 1 (pp. 22-31); Chapter 4
Due: Career Decision Making Inventory (CDM)

- Oct 8 **Lecture:** Researching a Major
Discussion:
Activity:
Reading: Chapter 5
Due: Major Information Search Exercise 5.8
Due: Summary of Interview a Student
- Oct 15 **Midterm Examination**
- Oct 22 **Lecture:** Making Decisions and Overcoming Adversity
Discussion:
Activity:
Reading: Chapter 6; Chapter 7
- Oct 29 **Lecture:** Diversity Issues: How Are You Personally Affected?
Discussion:
Activity: Listing your multiple identities
Reading: Chapter 1 (pp. 45-65)
Due: Career Information Search
- Nov 5 **Lecture:** Becoming Personally Effective
Discussion:
Activity:
Reading: Chapter 8
- Nov 12 **Lecture:** Presenting Yourself
Discussion:
Activity:
Reading: Chapter 9, Chapter 10
Due: Summary of Interview a Professional
- Nov 19 Career Presentations
- Nov 26 Career Presentations
- Dec 3 Last Day of Class
Career Presentations
Due: Integrative Papers
- Dec 10,14 **Final Exam**

10:10 am Section
Exam: Fri, Dec 14
8:00 - 11:00 am

4:40 pm Section
Exam: Fri, Dec 14
3:30 - 6:30 pm

2:30 pm Section
Exam: Mon, Dec 10
3:30 - 6:30 pm