

THE UNIVERSITY OF GEORGIA

FALL SEMESTER 2002

Course: ECHD 2050: Choosing a Major and Career Goal
Time: Monday, 12:20 to 2:20
Instructor: Amy Oakes
E-Mail: aoakes@uga.edu
Location: Clark Howell Hall
Telephone: 542-8419
Office Hours: Tuesday, 2:00 to 3:00
Office: 211 Clark Howell Hall

Texts:

The required text for the course is *Making career decisions that count* (2002) by Darrell Anthony Luzzo. The text is available at the University Bookstore.

Course Description:

ECHD 2050 is a two (2) 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 compatible with your personality style, skills, abilities, and values. Through learning this process you have the skills necessary to choose a major and/or career direction.

Assessment Fee:

A \$20.00 fee will be assessed at the beginning of the course to cover the cost of administering the career instruments. They will include the Strong Interest Inventory (SII), the Career Decision-Making System (CDM), and TypeFocus. Please bring a check, made payable to the UGA Career Center, or cash with you to the 2nd class meeting. **This fee must be paid in order to receive a grade for the course. Also, if you miss the test administration day (third class session) you will need to drop the course.**

Course Requirements:

Class Participation and Attendance: Active engagement in this course is required for you to receive the full benefits. You will be asked to work in groups on particular assignments and will be encouraged to join the discussions in class. In addition, the assessment interpretation sessions are **not possible** to make-up. Therefore, attendance is very important. You are allowed one unexcused absence for any day **other than the test administration day**. After one absence, points will be deducted from the class participation part of the grading. If you are late to class three times, it will count as one absence.

Journals: At least two journal reactions will be assigned and will include your reaction to a class activity or assignment. Additional journal assignments may be given to you by your instructor during the semester. Each journal reaction should be typed and about 1 – 2 pages in length.

Majors Fair (October 17) and/or Career Fair (September 18th): You will be required to attend one of these campus events for one of your journal assignments. We highly recommend the Majors Fair for those enrolled in this course.

Career Assessment: You will be taking a battery of career inventories to assess your personality type, interests, and abilities. Most will be administered during class time. You are responsible for completing the others as homework assignments.

Quizzes: There will be two short quizzes during the semester. Quizzes will consist of multiple choice, true/false, and short answer questions and will come from the readings and class discussions.

Exams: There will be one exam. It will be composed of multiple choice and/or short-answer essay questions.

SIGI PLUS: This is a computer-based guidance system designed to help you make informed and appropriate

career choices. You can access this program from any university computer. You will be given access information in class.

Career Center: You will be asked to familiarize yourself with resources in the Career Center. By the end of the course you will be able to demonstrate your ability to implement career searches using resources in the center.

Career Search Presentations: After completing all the career assessments, you will begin to narrow down your career search. To assist you in this process, you will be asked to investigate one career in depth, including the completion of an Informational Interview, and present your findings to the class. An outline listing requirements for this assignment will be provided.

Final Integrative Paper: Your assignment on this final paper will be to integrate the information generated by course activities. This is due the last day of class.

Grading Procedures and Policies:

A= 540 - 600 points

B= 480 - 539 points

C= 420 - 479 points

D= 360 - 419 points

F= Less than 360 points

- All assignments and/or activities within each category must be completed in order to get full credit.
- Assignments, journals, and classroom activities will count toward your grade in this course. You must be sure to hand in all written assignments on the dates they are due.
- Quizzes and the exam must be taken at the scheduled time. Make-up quizzes or exam will only be given in the event of a documented medical emergency.
- Other topics may be added by the instructor throughout the semester.
- Academic Honesty - The University of Georgia policy on Academic Honesty will be followed in this class. It can be found in The University of Georgia Undergraduate Bulletin (page 43) and the Student Handbook (pages 22-23). If you have any doubts, please read it.
- Diversity - Diversity in the student population and workforce will be highly valued in this course. Whenever possible, class topics and discussions will be approached from a diverse perspective.
- Disability - If you require any academic accommodations due to a disability please see me the first week of classes. To receive accommodations, you must be registered with the Disability Services Office on campus.

Grading Criteria:

The actual grade you receive in the course will be based on completion of the following:

<u>Exam</u>	100 points
<u>Integrative Paper</u>	100 points
<u>Career Search Presentation</u>	100 points

- Career Investigation Sheet
- Visuals
- Oral Presentation/Extent of Investigation

<u>Classroom Attendance & Participation</u>	150 points
<u>Quizzes (15 points each)</u>	30 points
<u>SIGI PLUS</u>	40 points
<u>Assessments and Other Related</u>	80 points

Interpretation of TypeFocus
Explain journal assignment

Assignments:

1. Go in to www.personalitypage.com
 2. **Print your Type information and highlight the information that best describes you. Use this information, "Do What You Are" handout, TypeFocus information, your readings, class discussion, and Chapter 3 to write your 1st Journal assignment**
 3. **Read Chapter 5 in the Luzzo text**
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Week 6 (Monday, September 23)

Strong Interest Inventory

Lecture on Holland (Types and Environments)

Discuss SII results

Explanation of CDM sections

Assignment Due:

Turn in 1st Journal assignment

Assignments:

Read Chapter 4 in the Luzzo text

Complete CDM sections and list responses on answer sheet flap as shown by your instructor

Week 7 (Monday, September 30)

Finish CDM (complete remainder in class and discuss results)

Begin work values discussion

Complete work/personal values assessments in class

Assignment Due:

CDM Section

Assignment:

Read Chapter 5 in the Luzzo text

Week 8 (Monday, October 7)

Identifying Your Skills

Quiz on material from weeks 1-6 (chapters 1-5)

Complete skills assessment

Assignments:

Read Chapter 6 in the Luzzo text

Bring all assessment results (materials) to class next week

Complete and print out all 3 sections of SIGIPlus

Week 9 (Monday, October 14)

Integrating information

Complete Assessment Integration sheet to focus on career/major

Discussion of results

Explain and hand out instructions for career presentation and integrative paper requirements

Assignment Due:

SIGIPlus Assessment printouts

Assignments:

Read Chapter 7 and 8 in the Luzzo text

Week 10 (Monday, October 21)**Introduction to Decision-Making**

Decision-Making Styles and Skills

Instructor's focus on the connection between choice of major and future careers

Artificial Heart Group Decision-Making Activity

Assignment:

Read chapter 9 in Luzzo text

Week 11 (Monday, October 28)**The World of Work and You****Explore Career Options:** Discussion on internships, job shadowing, study abroad, etc.

Assignments:

Majors Fair Journal Project (due the beginning of class next week)**Read chapter 10 in Luzzo text**

Week 12 (Monday, November 4)

Practical suggestions for job preparation –resumes writing, interviewing skills.

Imagining exercise

Quiz on material from weeks 7-10

Assignments Due: Majors Fair Journal Project

Week 13 (Monday, November 11)**Putting It All Together!!**Presentations - Career Searches

Week 14 (Monday, November 18)**Putting It All Together!!**Presentations - Career Searches

Week 15 (Monday, November 25)**Putting It All Together!!**

Presentations - Career Searches

Assignment:

Complete Final Integrative Paper

Week 16 (Monday, December 2)**Putting It All Together!!**

Presentations - Career Searches

Assignments Due:

Final Integrative Paper

Final Exam = UGA Exam Schedule
