HIBBING COMMUNITY COLLEGE
COURSE OUTLINE

COURSE NUMBER & TITLE: EMPL 1120: Choosing a Major/Career
CREDITS: 1 (1 Lec / 0 Lab)
PREREQUISITS: none

CATALOG DESCRIPTION:
Choosing a Major/Career provides students the opportunity to explore personality profiles and to assess interests, values, aptitudes, and skills. Using career selection inventories and classification exercises, students will define goals and plan educational pursuits. Registration is only for those students in the Student Support Services Program.

OUTLINE OF MAJOR CONTENT AREAS:

1. Career selection
   A. Attitudes and Career Choices
   B. Job and career contrasts
   C. Career choice barriers
   D. Career life stages
   E. Career choice process

2. Self-assessment
   A. Personality types
      1. Holland's Types (Self directed search)
      2. Myers-Briggs Type Indicator (MBTI)
   B. Interests
      1. IDEAS Assessment
      2. O’Net Interest Profiler
   C. Values
      1. Life values
      2. Work values
   D. Aptitudes
   E. Skills exploration
   F. Campbell’s Interest Inventory
   G. Clifton’s Strengths Quest

3. Environmental influence on career choice
   A. Socioeconomic Status (SES)
   B. A career genogram
   C. Gender impact
   D. Occupational stereotyping

4. Occupational information
   A. Printed material
      1. Occupation Outlook Handbook (OOH)
2. MN Careers
3. Index of Majors and Graduate Degrees
4. College Handbook

B. Computerized information
   1. DISCOVER
   2. I SEEK
   3. Minnesota Career Information System (MCIS)
   4. The Internet

C. Audio-visual information
D. Informational interview

E. Direct experience
   1. Job shadowing
   2. Internship
   3. Volunteer work

5. Workplace trends
   A. Labor force size, composition, and educational level
   B. Occupational supply and demand
   C. Occupational group profiles

6. Educational alternatives
   A. Educational direction choices
   B. College major selection strategies
   C. Experiential learning
      1. Extracurricular activities
      2. Work experiences
      3. Internship and co-operative education
      4. Study abroad

7. The decision making process
   A. Goal setting
   B. Taking action
   C. Reviewing your choice

8. Preparing for tomorrow's work world
   A. Trends in the workforce
   B. Work skills in the twenty-first century
   C. Ethical behavior in the workplace

COURSE GOALS/OBJECTIVES/OUTCOMES:

1. Students will identify how self-concept influences career choice.
2. Students will distinguish between a job and a career.
3. Students will identify and analyze problems that interfere with the attainment of career goals.
4. Students will utilize the Career Life Stage Plan to determine and evaluate career growth.
5. Students will determine individual progress utilizing the career-planning process.
6. Students will identify and summarize career-planning steps needed to achieve defined goals.
7. Students will identify and research a list of educational and occupational options.
8. Students will analyze the impact of gender and socioeconomic status on career choice.
9. Students will construct a career genogram that identifies family patterns and influential family models.
10. Students will research occupational information using a variety of printed resources, such as OOH, DOT, Occupational Briefs, Index of Majors and Graduate Degrees and the College Handbook.
11. Students will interpret results from computerized career programs to project labor market trends.
12. Students will examine career options compatible with personality traits, interests, skills, and values.
13. Students will observe individuals performing on-the-job tasks using audio-visuals, job shadowing, internship, or volunteer work.
14. Students will conduct an informational interview and evaluate the information for relevance.
15. Students will evaluate the impact of current workplace trends on career option.
16. Students will judge whether the level of education needed for career options is realistic according to personal values, goals, and resources.
17. Students will correlate information compiled from interests and aptitude inventories to determine college major selections.
18. Students will integrate information from assessment inventories, resources, interviews, and direct experiences in order to narrow occupational choices and to establish realistic goals.
19. Students will apply decision-making skills to select the best option among career alternatives considered.
20. Students will develop an action plan to reach an occupational goal that reflects personal values.
21. Students will re-evaluate decision and action plans periodically and change them when needed according to career life stages.
22. Students will assess work skills.
23. Students will evaluate ethical behavior in the workplace and develop a personal code of work ethics.

MNTC GOALS AND COMPETENCIES MET:
N/A
HCC COMPETENCIES MET:
Working Productively & Cooperatively
Communicating Clearly & Effectively
Social/Civic Responsibility

STUDENT CONTRIBUTIONS:
Students are expected to attend all lectures, participate in discussions, complete assignments on time, and request assistance when needed. Students can expect to complete much of their assigned work outside of class.

STUDENT ASSESSMENT SHALL TAKE PLACE USING INSTRUMENTS SELECTED/DEVELOPED BY THE COURSE INSTRUCTOR.

SPECIAL INFORMATION: (SPECIAL FEES, DIRECTIVES ON HAZARDOUS MATERIALS, ETC.)

| AASC APPROVAL DATE: | March 15, 2017 |
| REVIEW DATE:        | March 2022    |