
CAREER DEVELOPMENT

201 Career Awareness 0.50 activity units. Using a liberal arts education as a foundation, this class provides opportunity for self-assessment and application of this knowledge to career options. Designed for individuals who are just beginning to expand knowledge of different occupations, an emphasis is placed upon self-assessment and exploration of various career paths. Topics include: assessing personality, values, skills, and interests; developing a resume; introduction to networking and informational interviewing. *Course available through Career and Employment Services.*

301 Career Readiness 0.50 activity units. This class provides the opportunity for students to reflect upon their career goals and strengths and apply this knowledge in active steps toward a future career choice. Designed for individuals who are refining or focusing on career options and are ready to take action. An emphasis is placed on career research and developing a professional presence on paper, online, and in person. Topics include using multiple methods of career research and professional skills that include resume writing, building online profiles, networking, interviewing, and salary negotiation. Instructor approval required for enrollment. *Course available through Career and Employment Services. Cannot be audited.*