COMMON COURSE OUTLINE: Course discipline/number/title: OSP 1010: Work Readiness Assessment

A. CATALOG DESCRIPTION
   1. Credits: 1
   2. Hours/Week: 1
   3. Prerequisites (Course discipline/number): Acceptance into the Occupational Skills Program
   4. Co-requisites (Course discipline/number): None
   5. MnTC Goals (if any): NA

   This course provides students the opportunity to explore occupational options. Students will identify their occupational strengths and weaknesses. They will also set, monitor and change goals, as necessary. Students will plan their program of study which will be expanded upon in the Supervised Training course.

B. DATE LAST REVISED (Month, year): May, 2009

C. OUTLINE OF MAJOR CONTENT AREAS:
   1. Choosing a job/career
   2. Requirements for careers of interest
   3. Occupational exploration
   4. Owning your own business
   5. The importance of goal setting
   6. Personal and occupational goals
   7. Strengths and weaknesses
   8. Program of study

D. LEARNING OUTCOMES (GENERAL): The student will:
   1. Research specific career information.
   2. Evaluate career information.
   3. Investigate the aspects of owning your own business.
   4. Identify individual skill sets as it relates to the work force.
   5. Assess strengths and weaknesses.
   6. Summarize “Why is it important to set goals?”
   7. Determine a specific career goal.
   8. Set a career goal.
   9. Plan a program of study.
   10. Monitor goal progress and evaluate/change goal, as needed.

E. LEARNING OUTCOMES (MNTC): NA

F. METHODS FOR EVALUATION OF STUDENT LEARNING:
   1. Objective examination/quizzes
   2. Class participation
   3. Group Work
   4. Role playing
   5. Written assignments
   6. Classroom activities and demonstrations

G. RCTC CORE OUTCOME(S) ADDRESSED:
   ☑️ Communication
   ☑️ Critical Thinking
   ☑️ Global Awareness/Diversity
   ☑️ Personal/Professional Accountability
   ☑️ Civic Responsibility
   ☑️ Aesthetic Response

H. SPECIAL INFORMATION (if any):
   This course aligns with the Job Corps Career Success Standards.