



Syllabus – Counseling 120, College and Career Success

Instructor/Counselor: Cindy Morrin

Office Location: Room A-212 (Counseling Center)

F2F Office Hours: Posted on my Website! **Online Office Hours:** By Appointment

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(If I don't respond to you within 24 hours, email me again as I missed your email - sorry)

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Welcome

Welcome to Counseling 120! This course will help you with your college and career journey. You will learn the career development process by taking career assessments and choosing careers you are interested in and you will learn skills on how to be a successful student! You will create a Career Educational plan and conduct career research to help you choose or confirm your major and future career goals. I hope you will follow your purpose and passions and discover who you are in this course. Welcome!

Course Credit

General Education Credit for California State Universities, Area E; UC transferable

Student Learning Outcomes

Catalog Description

This course teaches success strategies to enhance academic and lifelong learning. Explore personality, interests and values to increase self-understanding and select an appropriate major and career. Learn about careers of the future. Identify your learning style and apply psychological principles of learning and memory to academic study strategies. Apply life management techniques such as time and money management to accomplish personal goals. Examine adult stages of development and develop a plan for wellness and living a long and healthy life. Learn strategies for motivation and stress management. Practice creative and critical thinking techniques. Not open to students with credit in COUN/PDC 124.

Course Content

The purpose of the course is to facilitate understanding of the human being as an integrated physiological, social and psychological organism. This course applies concepts from these three areas in order to assist students to be successful in college, the world of work, and throughout life. Topics included from the physiological perspective include wellness (physical, nutritional, emotional, social, intellectual and spiritual); drug and alcohol abuse; sexually transmitted diseases including HIV/AIDS; the physiology of stress and stress management techniques. Topics from the sociological perspective include understanding and appreciating social diversity and recognizing the harmful effects of prejudice and discrimination; adult socialization including life stages and successful aging; and the world of work including job trends of the future, the impact of technology, and work skills for success in the 21st century. Topics from the psychological perspective include personality theory, theories of motivation, and principles of learning.

1) Personal Growth and Life Management

- a. Self-Assessment: Personality (Myers-Briggs Type Indicator); Interests (Strong Vocational Interest Inventory) Values and Multiple Intelligence
- b. Life Management: Goal setting, decision making, time/money management, behavior modification
- c. Motivation: Intrinsic and extrinsic; Locus of control
- d. Life Stages: Adult development (Erikson, Levinson, Sheehy)
- e. Interpersonal Communication: Speaking, listening, conflict resolution
- f. Diversity: Social diversity, prejudice and discrimination

2) Career Assessment and Research

3) Lifelong Learning

- a. Psychological Principles of Learning and Memory; Note taking and test taking strategies
- b. Learning Style and Personal Learning Strategies
- c. Pre-Writing Techniques (Resume, Term Paper)

4) Health and Wellness

- a. Wellness: Physical, nutritional, emotional, intellectual, social, and spiritual
- b. Health, Exercise and Nutrition
- c. Psychology of Stress Management

5) Critical and Creative Thinking

- a. Critical Thinking
- b. Creative Thinking
- c. Methodology of a Social Science

Course Objectives (Expected Student Learning Outcomes)

Students will be able to:

- 1) Examine various motivational strategies and apply them to their success in college.
- 2) Examine vocational interests, values and personality theory to evaluate appropriate careers and college majors.
- 3) Analyze learning style and multiple intelligence to identify learning strategies that will facilitate productivity in college.
- 4) Analyze potential career choices by evaluating future job outlook, skills and salaries.
- 5) Evaluate learning strategies (memory, reading, note taking, test taking, time management) and demonstrate how to use them to facilitate college success.
- 6) Examine lifelong success skills that facilitate optimal communication, critical and positive thinking.

Method of Evaluation (Measuring Student Learning Outcomes with Representative Assignments)

A grading system will be established by the instructor and implemented uniformly. Grades will be based on demonstrated proficiency in subject matter determined by multiple measurements for evaluation, one of which must be essay exams, skills demonstration or, where appropriate, the symbol system.

- 1) Objective and essay quizzes and exams that measure students' ability to apply physiological, social and psychological principles to success in college, careers and life.
- 2) Assessment of personality, interests, values and learning styles.
- 3) Written exercises or journal entries in which students assess their current behavior and make plans for improvement.
- 4) Writing assignments or journals describing personality, interests, values, learning styles, multiple intelligence, learning styles and lifetime goals.
- 5) Based on the behavior modification model presented in the text, students will complete a project to practice the techniques and establish a new pattern of behavior.
- 6) Completion of career research project that includes career description, outlook, skills required, and education needed.
- 7) Completion of an educational plan to match career goals.

Canvas Course Container

Canvas is the course management system platform that we will be using to access our e-textbook, assignments, and grades.

Accessing your Canvas Account

- Go to <https://gcccd.instructure.com/> (bookmark this site by adding it to your favorites)
- Your Canvas ID is your Webadvisor ID. This may be your first name and last name in lowercase with no spaces and a dot in the middle (For example, Joe Smith may have a Webadvisor ID of joes.smith).
- Your password is your birth date in 8 digits (For example, if Joe Smith were born on January 1, 1986, his password would be 01011986).

Required E-Textbook and Materials

- **COLLEGESCOPE:** We will be using an online interactive e-textbook for this class. CollegeScope is embedded in your Canvas account and in each weekly module. Each week, Click on CollegeScope and then click again on the icon CollegeScope. You will register for your CollegeScope account and then be asked to either pay by credit card/debit card or enter an access code you purchased at the bookstore. DON'T buy it at the bookstore as it is best to use a credit/debit card. The cost is \$25.
CollegeScope HELP DESK. If you have any technical difficulties with your e-textbook, please contact the Help Desk. You can text, call, or email and get help quickly regarding any issues.
Phone/Text number: 1-888-295-1520, 9 am to 5 pm Eastern, Monday through Friday
Email: customercare@humanesources.com
- **STRONG Interest Inventory:** You will have to purchase this in the Book Store. I will give you more information on how to purchase this assessment.
- **A Computer, Microsoft Office (Word), PDF capability, USB Port/Thumb drive/Flash Drive** is highly recommended to organize and save your work for this course.

Assignments and Grading

Attendance and Classroom Participation:

- 27 Classroom meetings (5 points per meeting) = **Classroom Meetings 135 Total Points**

Major Assignments:

- Comprehensive Educational Plan & Goal Statement – 50 Pts
- Strong Interest Inventory Assessment – 50 Pts
- Career Research Paper – 50 Pts
- Resume – 50 Pts
- Scholarship Due – 25 Pts
- Library Research Assignment – 25 Pts
- Vision Board Presentations – 50 Pts
- LinkedIn and Portfolium Due – 25 Pts

Total Points Major Assignments = 325 Points

CollegeScope E-Textbook:

- CollegeScope Chapter 1 – Personal Awareness
 - CollegeScope Journals = 10 pts
 - CollegeScope Quiz Chapter 1 = 10 pts
 - AchieveWORKS – PERSONALITY Report (complete in Chapter 1)
 - AchieveWORKS – INTELLIGENCE Report (complete in Chapter 1)
- CollegeScope Chapter 2 – College Awareness
 - CollegeScope Journals = 10 pts
 - CollegeScope Quiz Chapter 2 = 10 pts
- CollegeScope Chapter 3 – Career Awareness
 - CollegeScope Journals = 10 pts
 - CollegeScope Quiz Chapter 3 = 10 pts
- CollegeScope Chapter 4 – Goal Setting and Planning
 - CollegeScope Journals = 10 pts
 - CollegeScope Quiz Chapter 4 = 10 pts
- CollegeScope Chapter 5 – Learning and Productivity
 - CollegeScope Journals = 10 pts
 - CollegeScope Quiz Chapter 5 = 10 pts
 - AchieveWORKS – LEARNING PRODUCTIVITY Report (complete in Chapter 5)
- CollegeScope Chapter 6 – Communication, Collaboration & Leadership
 - CollegeScope Journals = 10 pts
 - CollegeScope Quiz Chapter 5 = 10 pts
- CollegeScope Chapter 7 – Career Readiness
 - CollegeScope Journals = 10 pts
 - CollegeScope Quiz Chapter 7 = 10 pts
- CollegeScope Chapter 8 – Money, Health & Time Management
 - College Scope Journals = 10 pts
 - CollegeScope Quiz Chapter 8 = 10 points
- CollegeScope Chapter 9 – Rights, Respect and Responsibility
 - CollegeScope Journals = 10 pts
 - CollegeScope Quiz Chapter 9 = 10 pts

Total Points CollegeScope = 180 Points

Extra Credit:

- Additional Extra Credit Project and Assignments will be given (announced by your professor)

TOTAL POINTS FOR THIS COURSE: 640

- 640 - 570 = A
- 569 - 505 = B
- 504 - 441 = C
- 440 - 377 = D
- 376 - below = F

A = 89-100% awarded for work that exceeds expectations and/or shows exceptional effort, skill, or creativity

B = 79-88% awarded for work that exceeds expectations

C = 69-78% awarded for work that meets expectations

D = 59-68% awarded for work that is below expectation

Online Interactive Reading in CollegeScope:

You will be reading online chapters which includes journal activities, video assignments and a chapter quiz. You cannot advance in the chapter until you've completed these activities.

Attendance and Participation:

Attendance is very important as we will have many guest speakers and workshops within our classroom. In addition, we will be doing activities and working together closely as a group! Each class is worth 5 points of attendance. You may be dropped by your professor if you miss more than three class sessions.

Assignments

You will have six assignments for this class. Detailed direction and due dates will be given in your course calendar and in class.

Course Changes

Course assignments, due dates, activities may change! Your instructor will make announcements if any changes occur.

Grad Guru App

Get the Grad Guru App to keep updated on Deadlines and Campus Activities.

<https://www.cuyamaca.edu/college-info/social-media/gradguru.aspx>

Late Work

You must work with your instructor regarding any late work. Extra credit opportunities will be announced.

Academic Accommodations

Students with disabilities who may need accommodations in this class are encouraged to notify the instructor and contact Disabled Student Services & Programs (DSPS) early in the semester so that reasonable accommodations may be implemented as soon as possible. DSPS&S website

is <http://www.cuyamaca.edu/dsps/>.

Academic Calendar

<https://www.cuyamaca.edu/current-students/academic-calendars/> The academic calendar lists class start and end dates, deadlines, holidays, finals and more. It is important you know the dates and deadlines on the academic calendar each semester.

Course Calendar

Weeks 1-8: Mon - Sun	Classroom Activities: Mondays & Wednesdays
Week 1: 1/28 – 2/3	Chapter 1 – Personal Awareness 1/28: Orientation/Introductions 1/30:
Week 2: 2/4 – 2/10 Chapter 1 Due	2/4: Campus Tour/Scavenger Hunt 2/6:
Week 3: 2/11 – 2/17 Started collecting attendance starting on 2/11	Chapter 2 – College Awareness 2/11: 2/13:
Week 4: 2/18 – 2/24 Chapter 2 Due	2/18: Holiday – No Class 2/20: The Why – Guest Speaker – Connect2Careers
Week 5: 2/25 – 3/3	Chapter 3 – Career Awareness 2/25: 2/27: Creating an Elevator Pitch – Guest Speaker – Connect2Careers
Week 6: 3/4 – 3/10 Chapter 3 Due	3/4: Strong Interest Inventory College Profile Assessment 3/6: Writing Center Tour
Week 7: 3/11 – 3/17	Chapter 4 – Goal Setting & Planning 3/11: Career Education (CE) Presentation 3/13: In Demand Careers – Connect2Careers
Week 8: 3/18 – 3/24 Chapter 4 Due	Chapter 5 Learning Productivity 3/18: Educational Planning Lesson Plan 3/20: Transfer Center Guest Speaker

3/25 – 3/31	Spring Break – No Classes
Weeks 9 - 16	Classroom Activities Mondays and Wednesdays
Week 9: 4/1 – 4/7 Chapter 5 Due	4/1: Scholarships Presentation 4/3: Building a Resume Workshop – Guest Speaker – Connect2Careers
Week 10: 4/8 – 4/14 Comprehensive Educational Plans Due Library Assignment Due	Chapter 6 - Communication, Collaboration & Leadership 4/8: Vision Board Lesson Plan 4/10: Library Tour/Presentation
Week 11: 4/15 – 4/21 Chapter 6 Due Scholarship Application Due (4/20)	4/15: Vision Board Presentations by students 4/17: Preparing for Interviews – Guest Speaker – Connect2Careers
Week 12: 4/22 – 4/28 Resume Due Vision Boards Due	Chapter 7 - Career Readiness 4/22: Vision Board Presentations by students (cont. if needed) 4/24: Ace the Interview – Guest Speaker – Connect2Careers
Week 13: 4/29 – 5/5 Chapter 7 Due	4/29: Dress to Success presentation (preparing for the career fair) 5/1: Career Fair (9-1pm)
Week 14: 5/6 – 5/12 Career Cruising/CA Career Zone Due	Chapter 8 – Money, Health & Time Management 5/6: Financial Aid Presentation 5/8: Career Cruising and California Career Zone Lesson Plans
Week 15: 5/13 - 5/19 Chapter 8 Due LinkedIn and Portfolium Accounts Due	Chapter 9 – Rights, Respect & Responsibility 5/13: Digital Fluency Lesson Plan 5/15: Informational Interviews
Week 16: 5/20 - 5/26 Career Research Papers Due Chapter 9 Due	5/20: Final Career Presentations 5/22: Final Career Presentations

*Schedule Subject to Change. Blank space created to take notes and/or make adjustments to schedules and dates. It is highly recommended you put due dates and assignment dates into your calendar.

Student Resources Contacts

Academic Resource Center (ARC) www.cuyamaca.edu/academics/support/tutoring/	C-102 (619) 660-4306	The ARC provides tutoring in a wide variety of academic and vocational subjects.
Admissions & Records www.cuyamaca.edu/admissions/	A-300 (619) 660-4275	Register for classes; order transcripts; all other matters relating to student records.
Assessment www.cuyamaca.edu/services/assessment/	A-216 (619) 660-4426	Provides placement testing for English, English as a second language (ESL), math and/or chemistry.
Associated Student Government (ASGCC), Campus Clubs, & Events www.cuyamaca.edu/campus-life/asgcc/	I-125 (619) 660-4274	The official governing body representing all Cuyamaca College students, as well as campus clubs, and campus events calendar.
Campus Bookstore (Barnes & Noble) www.cuyamaca.edu/college-info/administration/as/bookstore.aspx	I-Bldg (619) 660-4333	Campus bookstore has snacks, gifts, and books. Textbook orders also available online.
CalWORKS www.cuyamaca.edu/calworks/	A-109 (619) 660-4344	Provides assistance with textbooks, childcare and transportation for TANF recipients.
Career Services www.cuyamaca.edu/career	A-221 (619) 660-4436	Assistance choosing a major and/or job search and explore career options.
Counseling Center www.cuyamaca.edu/services/counseling/	A-200 (619) 660-4429	Provides assistance with academic planning, general education questions, and career or personal counseling, as well as restorative assistance for formerly incarcerated students, & college success courses.
Disabled Students Programs & Services (DSPS) www.cuyamaca.net/dsps	A-113 (619) 660-4239	Disabled Students Programs & Services provides accommodations & support services to students with disabilities.
EOPS / CARE / UP! www.cuyamaca.edu/eops/	A-300 (619) 660-4204	Services for CA residents who are economically and/or educationally disadvantaged, single parents, former or current foster youth, youth raised in guardianship, homeless youth, and/or those who participate in AB540, CA Dream Act or DACA, including Food Pantry for all Cuyamaca students in need.
Financial Aid / Scholarships www.cuyamaca.edu/finaid	A-300 (619) 660-4201 (619) 660-4537	Provides information regarding financial aid and scholarship opportunities, including emergency book loans and nonrecurring financial emergencies, as well as BOG tuition fee waivers if income requirements are met.
Health & Wellness Center www.cuyamaca.edu/services/health/	I-134 (619) 660-4200	Provides assistance with illness or accidents, Mental Health Counseling, answers to health questions, and provides Wellness Interventions for Student Homelessness & Hunger (WISHH)
Library www.cuyamaca.edu/academics/support/library/	C Bldg (619) 660-4416	Offers research materials, copy machines, study spaces, and course textbooks on reserve.
STEM Achievement Center www.cuyamaca.edu/academics/support/tutoring/	H Bldg (619) 660-4396	STEM Achievement Center is a resource center that provides individual assistance in Science, Technology, Engineering and mathematics.
Student Affairs www.cuyamaca.edu/campus-life/student-affairs/	I-120 (619) 660-4612	Provides student engagement and involvement opportunities, and assists with student grievances and discipline issues.
Transfer Center www.cuyamaca.edu/transfer_center/	A-221 (619) 660-4439	Provides current information for transition to four-year universities & colleges.
Veterans Education & Transition Services (V.E.T.S.) www.cuyamaca.edu/services/veterans	A-204 (619) 660-4282	Liaison for Montgomery G.I. Bill. - Assistance with transition from military to college life.
Veteran Resource Center www.cuyamaca.edu/services/veterans/veteran-resource-center.aspx	I-121 (619) 660-4060	Communal space for veterans, including academic resources, study space, computer lab, and more.

C U Y A M A C A C O L L E G E

900 Rancho San Diego Parkway
 El Cajon, California 92019-4369
 (619) 660-4000
www.cuyamaca.edu



- Academic Resource Center - C Bldg
- Adjunct Faculty Offices - B, E and F Bldgs
- Administration - F Bldg
- Admissions & Records - A Bldg
- Assessment Center - A Bldg
- Automotive Technology - K Bldg
- Bookstore - Student Center
- CalWORKs S.T.E.P.S. - A Bldg
- Campus & Parking Services (CAPS) - A Bldg
- CARE - A Bldg
- Career/Placement Center - A Bldg
- Cashier - A Bldg
- Center for Innovation - L Bldg
- Child Development Center - R Bldg
- Computer Labs/Tech Mall (Student use) - E Bldg
- Counseling - A Bldg
- DSPS - A Bldg
- DSPS Learning Lab - C Bldg
- Duplicating (Faculty Support Services) - F Bldg
- Environmental Training Center (ETC) - F Bldg
- EOPS - A Bldg
- Financial Aid - A Bldg
- First Year Experience - A Bldg
- Fitness Center - D Bldg
- Food Services - Student Center
- Gym - D Bldg
- Health & Wellness Center - Student Center
- Heritage of the Americas Museum - O Bldg
- High School & Community Relations - Student Center
- Institutional Effectiveness, Success & Equity - E Bldg
- Library (LRC) - C Bldg
- Mailroom - F Bldg
- Nursery (Plant Sales) - M Bldg
- Ornamental Horticulture - M Bldg
- Performing Arts Theater - B Bldg
- Sheriff's Office - A Bldg
- STEM Achievement Center - H Bldg
- Student Affairs - Student Center
- Student Center - Student Center
- Switchboard - F Bldg
- Transfer Center - A Bldg
- UPI - A Bldg
- Veterans Resource Center - Student Center
- Veterans Services - A Bldg
- Writing Center - B Bldg
- Word Processing (Faculty Support Services) - F Bldg

