

Course Outline
Career Development 2201
Mrs. Simms
2016-2017

Main Topics

Unit 1 - Introduction and Course Outline

Unit 2 - Personal Management

Unit 3 - Career Exploration

Unit 4 - Career Preparation - Life and Work Building

Evaluation

Community Contribution

- All students are required to complete 30 hours of volunteer work. This is a provincial graduation requirement, which you have three years to complete. However, students are strongly encouraged to start early!

Course Portfolio/Binder - 60%

- The course portfolio will consist of various assignments and activities which we will complete in class. Students are expected to keep a neat, organized binder that will be evaluated at the end of every term.

Employability Skills Portfolio - 20%

- An employability skills portfolio is a carefully organized selection of documents called evidence that highlight your skills, abilities, knowledge and talents.

Major Assignment- 10%

- TBA

Minor Assignments - 10%

- Students are expected to collaborate with their peers and participate in a variety of activities. Minor assignments may include class activities outside of your portfolio, discussions, and online assignments.