

# Course Assessment – Part A: Your Plan

#61

Your Email \*

Please select your course & name from the list. Contact Instructional Services if your course or name are incorrect or missing

CG 209 Job Finding Skills – Brackenbury

Outcome #1 \*

Continually develop and revise appropriate job search plans and materials.

Outcome #2 \*

Prepare for and execute effective informational and job interviews.

Outcome #3 \*

Continue to self identify career opportunities and target specific jobs that match current skills and career goals.

Have you completed an assessment for this course prior to this term?

No

If yes, are you assessing different outcomes?

Yes

Comments:

2. To which degree, certificate or program outcomes do these course outcomes map? Degree, Certificate & Program Outcomes can be found at:  
<http://www.cgcc.edu/curriculum/program-outcomes>

- Medical Assisting Certificate
- Renewable Energy Technology Certificate (RET)

Outcome #1 Method to assess student understanding \*

I will check their initial Master Application with their 1st and 2nd draft of their resume to see if there is adjustments to their job desires.

Outcome #2 Method to assess student understanding \*

There will be a mock interview.

Outcome #3 Method to assess student understanding \*

Have students supply an updated resume with their ongoing lists of achievements and skills, along with their position desired to the "Mock Interviews"

4. How will you know if you were successful in your efforts to teach this outcome?

I will student's self evaluation to see how they evaluate this outcome.

Outcome #1 \*

How will you know if you were successful in 90% of the students received a "B" on the "Mock Interview"

your efforts to teach this outcome?

assignment.

Outcome #2 \*

How will you know if you were successful in your efforts to teach this outcome?

I will compare their initial list of achievements and skills from their first submitted resume, to their list on their final resume. 90% of the students have updated their resume prior to the "Mock Interview."

Outcome #3 \*

#1

What did the instructor do well this term?

#2

What changes could the instructor make to improve this course?

Do you require the names of students who complete the course evaluation survey? \*

- No

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