

INDVTS 102 Career Assessment/Portfolio Development

Course Description:

This course is the preliminary component in the Individualized Technical Studies degree program. Students will develop a career portfolio that identifies their career goals and enables them to create a formal educational plan to attain their goals. The portfolio will document employment history, educational experiences and military and community service and identify the skills and competencies students have acquired related to their career goals. The completed portfolio will be the basis for establishing an Individualized Technical Studies degree path.

To apply for CPLE the student must supply the following artifact: a copy of their resume or work history that addresses the following Course Competencies:

1. Discover the career exploration process
2. Collect personal information to support career goals
3. Investigate careers and programs of study
4. Build an academic plan
5. Develop a personal brand
6. Build skills for a career
7. Communicate your value through a resume and cover letter
8. Build a career network
9. Prepare for a job interview
10. Compare your career opportunities

For more information, contact:

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