

CAREER GUIDANCE AND COLLEGE SUCCESS

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503-978-5271

Southeast Center Tabor Hall, Room 152
503-788-6256

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Building 9, Room 118
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College Center, (CC) Room 216
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DESCRIPTION

College students face numerous challenges, not the least of which are learning how to manage time, finances, and personal commitments. While developing an understanding of their own unique strengths and skills, students must choose an appropriate major and make careful career choices. These challenges, combined with those of everyday living, present an opportunity to grow from important life experiences, renew one's career commitments, and oftentimes, manage an exciting career change.

PCC's Career Guidance and College Success courses are designed to help students maximize college success; choose a career or major; explore changing careers; and assess and develop strengths and

personal skills. Several different exploratory, instructive classes offer students opportunities to envision themselves and their careers in new ways. "Career and Life Planning" offers students tools to make important career decisions, while other courses, such as "Introduction to Health Careers," allow students to grasp the day-to-day challenges within a field and understand the workplace environment, licensing procedures, and career pathways. See the Course Description (CG prefix) section of this catalog for individual career guidance and college success courses and course prerequisites.

COURSE DESCRIPTIONS

CG 0690 Stopping Test Anxiety 1.00: Covers techniques for coping with excessive test-taking anxiety and improving overall test performance. CG 0693 Confidence Building Confidence Building Helps students explore the concept of self-confidence: how it is learned, how it can be developed and how it is sabotaged. Ideas, tools and techniques are introduced that will help students in their development of a stronger self-image.

CG 100A College Survival and Success 3.00: Provides information and techniques on time and money management, motivation, and goal-setting for college success. Develop skills in communicating in a culturally diverse learning environment and accessing online and in-person college resources and services.

CG 100B College Survival and Success 2.00: Provides information and techniques on time management, motivation, and goal-setting for college success. Develop skills communicating with instructors and students and accessing online and in-person college resources and services.

CG 100C College Survival and Success 1.00: Provides basic information on time management and goal setting for college success. Develop skills in communicating with instructors and accessing online and in-person college resources and services.

CG 101 Positive Family Relations I 1.00: Explores ways of building positive family relationships while enhancing individual self worth. Gain understanding of components necessary for a positive self image. Learn the characteristics common to both negative and positive communication.

CG 102 Positive Family Relations II 1.00: A continuation of CG 101. Explores family communication styles, family rules, family as impacted by government and social policies. Parenting strategies and the family as a source of self understanding will be discussed. Prerequisite: CG 101.

CG 105 Scholarships / \$\$ for College 2.00: Provides a systematic approach to researching and applying for scholarships. Topics include: Creating a scholarship portfolio, Oregon Student Assistance Commission application, PCC Foundation application, internet resources, and research strategies. Students will identify skills, accomplishments, values, goals, and life experiences, and learn strategies to translate them into an effective scholarship application. Interviewing tips will be discussed. Panels and guest speakers, including scholarship winners, will share perspectives on the scholarship process. Corequisite: WR 105: Scholarship Essay Writing.

CG 111A Study Skills for College Learning 3.00: Provides information, techniques, and strategies helpful in becoming more efficient in studying, notetaking, textbook reading, and taking exams. Identify preferred learning style and develop skills in scheduling study time, library research, memory strategies, and critical thinking. Prerequisites: Placement into WR 115 or RD 115 or above, or instructor permission.

CG 111B Study Skills for College Learning 2.00: Provides information, techniques, strategies and skills helpful in becoming more efficient in notetaking, textbook reading, and taking exams. Identify preferred learning style and develop skills in scheduling study time and memory strategies. Prerequisites: Placement into WR 115 or RD 115 or above, or instructor permission.

CG 111C Study Skills for College Learning 1.00: Introduces information and techniques in notetaking, textbook reading, and taking exams. Develop a study schedule. Prerequisites: Placement into WR 115 or RD 115 or above, or instructor permission.

CG 112 Stopping Test Anxiety 1.00: Covers techniques for coping with excessive test-taking anxiety and improving overall test performance. CG 130 Today's Careers Today's Careers Explores careers and what it takes to succeed in them. Covers ways of gathering information about specific occupations. Uses guest speakers from a variety of career areas and helps develop a plan for next steps. Provides basic career information.

CG 140A Career and Life Planning 3.00: This course provides students with the most in depth tools needed to make informed career decisions. Students will assess career confidence and readiness, skills, values, interests, personality, obstacles, attitudes and approaches to decision making. This course provides instruction on how to research career information, gain access to information materials, and methods of exploring careers. Also included is educational decision making which covers choice of major and college as well as planning a program of study. Prerequisites: Placement into WR 115 or RD 115.

CG 140B Career and Life Planning 2.00: This course provides students with the tools needed to make informed career decisions. Students will assess skills, values, interests, personality, obstacles, and approaches to decision making. The course provides instruction on how to research career information, gain access to information materials, and methods of exploring careers and majors. Prerequisites: Placement into WR 115 or RD 115.

CG 140C Career and Life Planning 1.00: This course provides students with the tools needed to make informed career decisions. Students will assess skills, values, interests, and personality toward making a career decision. The course provides instruction on how to research career information, gain access to information materials, and methods of exploring careers. Prerequisites: WR 115 or RD 115 or instructor permission.

CG 144 Introduction to Assertiveness 1.00: Provides basic communication skills students can use to state or declare their rights in a positive fashion to obtain desired results in career, social and personal relations. CG 145 Stress Management Stress Management Identifies specific, personal stressors and develops skills that enable students to more effectively deal with stress.

CG 146 Value Clarification 1.00: Examines beliefs, attitudes and values behind decisions and actions including whether behavior matches stated beliefs, evaluating consequences of choices and developing a process that will enable the development of personalized values. CG 147 Decision Making Decision Making Help students develop awareness of their personal decision-making style(s) in order to make effective life choices in personal, social, or work settings. Introduces information on effective decision-making.

CG 150 Exploring Careers in Science Technology 3.00: Explores the fields of microelectronics, biotechnology, aviation sciences and computer literacy. Covers lab experiments in biotechnology and environmental science classes, photolithography and pattern etching in microelectronics.

CG 151 Exploring Careers in Science and Technology II 3.00: Explores the fields of diesel, welding, building construction, auto collision repair and computer literacy in this new and exciting career exploration class.

CG 181 Exploring Gerontology 1.00: Introductory workshop and follow-up online assignments, meetings with course instructor, and fieldwork to explore options and to identify appropriate internships in the field. Fieldwork includes shadow mentorships, informational interviews, online research, and other activities to prepare students for paid and volunteer work in gerontology.

CG 190 Mentorship of Latino(a) Students 3.00: Offers instruction in areas of leadership and mentorship for those serving as mentors to Latino(a) high school students who are enrolled in the Oregon Leadership Institute. Covers the mentoring process as well as intercultural skills and effective communication strategies. Requires instructor consent and willingness to be enrolled for fall, winter, and spring terms.

CG 191 Exploring Identity and Diversity for College Success 4.00: This course is designed to assist students in gaining a deep understanding of the impact diversity and social justice has on human development and their experiences as students in college. The experiential nature of this course will provide students an opportunity to explore the different facets of identity development and how culture plays a role in their college experience. Participants will also develop culturally competent skills to succeed in college and in a diverse society. Prerequisite: WR 115.

CG 209 Job Finding Skills 1.00: Explores broad range of job search techniques, including building a job network, compiling appropriate information for job applications, targeting cover letters and resumes, typical interview questions and techniques. Promotes overall understanding of the job search process.

CG 280A CE / Career Exploration 1.00–3.00: Students earn credit for learning from practical experience at a worksite related to their major or career goal. Appropriate work experiences provide opportunities for new learning and skill development. May be repeated up to 12 credits.

CG 280B CE / Career Exploration - Seminar 1.00: Required seminar supplements the work experience by offering a flexible menu of assignments from which to select a variety of activities. Includes video tapes, selected readings, workshops, lectures and a variety

of career related exercises to enhance career development. Department permission required.

CG 280L Career Development 1.00: Provides Latino high school students an opportunity to develop leadership skills, explore career and educational options after high school through interactive sessions.

CG 282 Gerontology Profession Seminar 1.00: This seminar provides gerontology students close to graduation the opportunity to participate in a job club with other gerontology majors, prepare and get feedback on portfolios and resumes appropriate to gerontology, receive guidance from a gerontology specialist, and participate in other activities to prepare for entry into or path change within the field.