

# CAREER GUIDANCE AND COLLEGE SUCCESS

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Cascade Campus  
Student Services Building (SSB), Room 150  
971-722-5271

Rock Creek Campus  
Building 9, Room 118  
971-722-7300

Southeast Center  
Tabor Hall (TH), Room 152  
971-722-6256

Sylvania Campus  
College Center (CC), Room 216  
971-722-4531

## 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 get the most out of their college experience; choose a career or major; explore changing careers; and assess and develop strengths and personal skills. "College Survival and Success" and "Scholarships: \$\$ for College" gives students the tools and resources to begin their college experience successfully; "Study Skills for College Learning" helps students develop their academic abilities; and "Career and Life Planning" offers students tools to make important major and career decisions. Other personal growth and self-enhancement courses, such as "Stress Management" and "Decision Making" allow students to grasp the day-to-day challenges they face in balancing school and life. See the Course Description (CG prefix) section of this catalog for individual Career Guidance and College Success courses and course prerequisites.

## COURSE DESCRIPTIONS

**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. Audit available.

**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. Audit available.

**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. Audit available.

**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 Audit available.

**CG 111A Study Skills for College Learning 3.00** Provides information, techniques, and strategies helpful in becoming more efficient in studying, note taking, 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 and RD 115 Audit available.

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

**CG 111C Study Skills for College Learning 1.00** Introduces information and techniques in note taking, textbook reading, and taking exams. Develop a study schedule. Prerequisites: Placement into WR 115 and RD 115 Audit available.

**CG 112 Managing Test Anxiety 1.00** Provides strategies to overcome barriers to effective test taking to improve overall test performance. Test preparation and test anxiety are examined. Audit available.

**CG 114 Financial Survival for College Students 1.00** Provides basic information and strategies to empower individuals to make positive decisions about funding their education and establishing control over their financial lives, leading to financial independence and reduced life stress. Topics include student financial aid and funding college, budgeting, wise use of credit, controlling debt, basic financial planning, effective financial decision making, and avoiding financial mistakes and pitfalls. CG 114 and BA 114 are equivalent. Only one may be taken for credit. Prerequisite: WR 90, RD 90, and MTH 20 or equivalent placement test scores. Audit available.

**CG 130 Today's Careers 2.00** 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. Audit available.

**CG 130H Introduction to Today's Careers: Health 2.00** Explores career opportunities in the health professions. The focus will be on the educational and licensing requirements, professional and ethical responsibilities, physical requirements, workplace environment and career pathways of each profession. Audit available.

**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 and RD 115. Audit available.

**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 and RD 115. Audit available.

**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: Placement into WR 115 and RD 115. Audit available.

**CG 144 Introduction to Assertiveness 1.00** Applies assertive communication skills to relationships both in personal and professional environments. Includes an overview of assertive communication and behavior and skill development in the areas of communication and personal conflict resolution. Audit available.

**CG 145 Stress Management 1.00** Identifies specific, personal stressors and develops skills that enable students to more effectively deal with stress. Audit available.

**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. Audit available.

**CG 147 Decision Making 1.00** Introduces the concept of decision making in both personal and professional environments. Includes an overview of goal setting and decision making models. Audit available.

**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. Audit available.

**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: Placement into WR 121. Audit available.

**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. Audit available.

**CG 225 Transfer to a Four Year College 2.00** Provides students planning to transfer to a four-year college with an understanding of the various processes, requirements, and issues that impact successful transitions. Provides strategies and information critical to both academic development and adjustment to the four-year college system. Prerequisite: Placement into WR 115 and RD 115. Audit available.

**CG 280A Cooperative Education: Career Development** 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 Cooperative Education: Career Development - Seminar 1.00** The Co-op seminar supplements the Co-op 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. Co-requisite: CG 280A. Course may be repeated.

**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. Audit available.

**CG 0690 Stopping Test Anxiety 1.00** Covers techniques for coping with excessive test-taking anxiety and improving overall test performance. Audit available.

**CG 0693 Confidence Building 1.00** 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. Audit available.