

# North Hennepin Community College

## CRD 1000: Career Exploration and Planning

### A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: \*.\*

Lab Hours/Week: \*.\*

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course is designed to empower students with career decision-making skills that can be used their entire lifetime. Students will explore personal interests, values, skills, and personality styles as they apply to a career, changing careers, and academic degrees. A variety of career and personality inventories will be used to engage students in the decision making process. Current issues and trends in the workforce related to hiring and job opportunities will be evaluated. Students will explore the job search process and develop effective techniques in preparing a resume and cover letter. Students will also develop networking skills and interviewing techniques to prepare for the eventual job search and/or transfer to a four year college or university. Note: No credit will be given for this course if student has completed ADEV/BUS 1000.

**B. COURSE EFFECTIVE DATES:** 10/25/2013 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

None

### D. LEARNING OUTCOMES (General)

None

### E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

### G. SPECIAL INFORMATION

None noted