

P.D. 8 #~~8570~~⁸⁵⁶⁹

Fall 2013(APRIL(OCTOBER 21ST – DECEMBER 15TH 2013)

SEMESTER SYLLABUS

Instructor: Chukwuemeka “Chuck” Amaugo
Office/Phone/Online Appointments: Monday(5-6pm); Tuesday(Online;8-9pm);Wednesday(Online;8-9pm); Thursday(5-6pm) Friday(2-3pm)
Instructor’s Office location: SSB 210C or via the Private Message link within ETUDES
Class Meeting Day & Time: Wednesdays, 1:00pm to 3:05pm AND 2 .05 hrs/wk ONLINE
Class Meeting location: GC 470(4TH Floor)
COURSE TEXT BOOK: Your Guide to College Success(Strategies for Achieving Your Goals) by John W. Santrock and Jane S. Halonen

WEEK 1, October 23, 2013- A WEEKLY NEWSPAPER READING is highly recommended. Read a newspaper or online educational article(Science,Opinion,Health pages articles are ok). Write a page(typed and double-spaced) and keep it in course folder.Your course portfolio will be reviewed and graded at the end of this course.

ETUDES Hands-on in-class session will take place in CE 225*** It is highly recommended all enrolled P.D.8 students attend this hands-on session on this date in CE 225. This session will afford each student an ample opportunity to understand and use all the ETUDES tools needed to survive and succeed in this course.

Remember, our FACE-TO-FACE class sessions will subsequently meet every Wednesday of each week in CE 221 at 1 p.m. prompt. All course handouts in the face-to-face session need to be kept and organized in your course portfolio

WEEK 2- October 30, 2013 TIME MANAGEMENT SKILLS:Have read a newspaper or online article this week?

Complete the Time Management Journal Assignments in your course text book

WEEK 3- November 6, 2013:

Read “SHOP CLASS AS SOULCRAFT” by Mathew B. Crawford, an inquiry into the value of work(hand out),and keep in your course portfolio.

You can find many copies under \$10.00 once you visit “Shop Class as Soulcrafft link. Please contact Ms Rita Shemwell at our campus Distance Learning program Dept(310)287-4306 for a detailed information about free copies.

WEEK 4- November 13, 2013 ;

THINK CRITICALLY

Discuss and analyze the article about the ”VALUE OF LIFELONG LEARNING”

HINT: Currently, nearly half of all U.S. adults are involved in some formal type of lifelong learning. Also, it is now common to have more than one career, and perhaps several, over your lifetime in this global financial melt-down era. Consider and describe how you think an understanding of your learning style and personality will help you in any career path. Give examples of your career interests. Then, looking at one career area that interests you, analyze what kind of lifelong learning may be necessary for your success in that area, perhaps comparing and contrasting with the day-to-day demands of other career areas. Type 200 words and double spaced. Reminder, keep your completed course work in your folder.

WEEK 5-November 20, 2013

PERSONALITY TRAITS:

Describe and Discuss How You can understand and accept others (page 355); Link your personality to your career

WEEK 6; November 27, 2013 THANKSGIVING: FOOD FOR THOUGHT; TAKE CHARGE OF YOUR PHYSICAL & MENTAL HEALTH

Journal Assignment: see "Practice" below

Practice: Put a health improvement plan into action. Choose two actions---one to improve your attitude and the other to improve your behavior---that you think would have positive effects. Commit to these actions with specific plans and watch the positive change or changes.

Describe and discuss

(1) Your Attitude Improvement Plan:-----

(2) Your Behavior Improvement Plan:-----

NOTE: ALL COMPLETED JOURNAL ASSIGNMENTS NEED TO BE FILED IN YOUR INDIVIDUAL CLASS FOLDER.

WEEK 7; December 4, 2013; DEADLINE TO SUBMIT YOUR COURSE FOLDER: Remember to pick up your folder from my office by December 15th.

Complete "Your Journal" (page 370-371) "SHOP CLASS AS SOULCRAFT" revisited

What has Crawford, the author, offered in this article in terms of career choices in life? Based on Crawford's experience as an electrician and a mechanic, what is Crawford's career opinion about manual work, for example, builders and mechanics?

Weekly **NEWSPAPER READING** and **WRITING** a page report of what you have read is highly recommended. Keep all written (typed, double-spaced) reports in your course folder. Newspaper articles need to be educational (Health Science and etc are acceptable).

WEEK 8; December 11, 2013: DEVELOPING STAYING POWER FOR LIFETIME SUCCESS: A PERSONAL QUESTION: What are my goals and achievements in life?

JOURNAL ASSIGNMENTS: Read "Build A Bright Future" & "Summary Strategies For Mastering College" (Pages 365-366). Complete 'Review Questions' (page 367) & 'KNOW YOURSELF' Self Assessments 1&2 (pages 368-369).

It is highly recommended that you keep all your completed assignments in your P.D.8 Course Portfolio. Make copies of the Review Question and each of the Self Assessment pages before you start working on the assignments.

Read a Newspaper or a periodical this week: Describe and discuss what you have read in one page summary.

Read pages 89-112: Learning Style (pages 89-112)

ANALYZE, CREATE, PRACTICE

ANALYZE: (a) Describe a recent class in which you were able to listen effectively and take notes (course title, classroom setting etc)

(b) Describe the instructor's style (lecture, group discussion, Q&A) and any listening barriers)

(c) Describe your level of preparation and attitude toward the class.

(d) Describe your note-taking style and the effectiveness of your notes as study tools

(e) Describe a class in which you found it hard to listen and take notes (course title, type of classroom setting, etc.)

(f) Describe the instructor's style (lecture, group discussion, Q&A) and any listening barriers.

(f) Describe your level of preparation and attitude toward the class.

CREATE: Brainstorm two ways to improve your listening and note taking in the more difficult situation.

PRACTICE: Apply your plan this week and see what happens. Make adjustments until you can listen well and take effective notes. Write about your experience here.

SENSORY PREFERENCES:

- Auditory Learning
- Visual Learning
- Tactile Learning

Go to the Discussion Question(DQ) Board and answer this week's DQ.

- Intelligent Career Choices(Course text book,page 108)
- The Myers-Briggs Type Indicator and Potential career links(pg.109)

Build a bright future by using your learning style to shape your career:

- Target an intelligent career
- Find the right mix
- Keep a flexible outlook
- Find a suitable mentor

Complete self-assessments 1, 2&3(pages 114 & 116) in your course text book. Keep and organize your completed work in your course folder.

WEEK 8: December 18,2013

Have you read a newspaper this week?

THINK CRITICALLY

The Stylish Major: Does your major suite your learning style in terms of : Reflection, Active Learning, Critical or Creative Thinking?

CAREER CRUISING ON THE WEB: Conduct a web search, and identify the relationship between your career choice and your Learning style.

EXPAND YOUR THINKING SKILLS

KNOW YOURSELF: which ones apply to you?

- I can describe how critical thinking differ
- I know how to ask good questions
- I argue well
- I use systematic strategies to solve problems
- I practice an open mindset to improve my quality of life.
- I regularly make sound decisions
- I can avoid routine thinking problems that prevent good decisions
- I make connections between thinking skills and effective career preparation.

ASK QUESTIONS

Three Types of Thinkers (page 123)

(1) Information Avoiders (2) Consumers (3) Strategists

- 1. Read: Arguments: The Good, the Bad, and the Goofy(page 130)**
- 2. Using Induction and Deduction(page 132) Read 112 thru' 143**
- 3. Complete Self-Assessment #1 thru'3. File your completed work in your class folder.**

WEEK 8 Extension: June 5,2013:

A class visit to the Metropolitan Transportation Authority(MTA) Facility has been scheduled. This tour will afford students the opportunity to have Career Development Hands-on in the Business and Engineering/Human Resources Departments in MTA. It is highly recommended all enrolled students in this course participate in the MTA tour. Expect further information with respect to the proposed MTA tour during class sessions. Approval by the Vice President and the Dean of Academic Affairs will confirm the proposed MTA tour.

THE DEADLINE TO TURN IN YOUR CLASS INDIVIDUAL FOLDER IS IN MAY 15,2013(WEDNESDAY). IT IS HIGHLY RECOMMENDED YOU BRING YOUR COURSE FOLDER AND TEXT BOOK TO THE CLASS ROOM DURING CLASS SESSIONS.

Remember to pick up your course portfolio in my Financial Aid Office(SSB RM 210c)

The West Los Angeles College Policies and information are in the current West Los Angeles College catalog.

GRADING:

Grading criteria for the Personal Development 8 course is based on a scale of 100%,encompassing all fully completed reading and writing assignments in FACE-TO-FACE(on campus sessions) and ON-LINE sessions(Class attendance and participation inclusive). You will be issued a letter grade at the end of this course. Below you will find the grading outline for course work completed:

A: 100-91%

B: 90-82%

C: 81-73%

D: 72-64%

F: 55% or BELOW

GENERAL COURSE REQUIREMENT:

Students will be responsible for all assigned reading, writing and all materials presented in both FACE-TO-FACE (on campus lectures) and online Discussion sessions in this course.

IT IS HIGHLY RECOMMENDED STUDENTS ORGANIZE, AND KEEP ALL THE COURSE HANDOUTS/MATERIALS IN YOUR COURSE PORTFOLIO/FOLDER. I WILL REVIEW AND GRADE YOUR PERSONAL DEVELOPMENT & COURSE PORTFOLIO (80% WEIGHTED) AT THE END OF THIS COURSE.

CLASS ATTENDANCE:

REGULAR ATTENDANCE AT CLASS SESSIONS IS VERY IMPORTANT, AND IT WILL REFLECT IN YOUR FINAL COURSE GRADE.

GOOD LUCK