Course Syllabus

Course Name: Student Success Strategies - Career

Course Code: SSS-CS

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Delivery Method: Online (Synchronous)/In-class

Course Duration: One week (20 hours)/ Extendable up to five weeks

Required Resources: No textbook is required as course materials and resources will be provided.

(Please note: some information, especially the course activities, is withheld in this syllabus version. The full version is available on request. A five-week syllabus is also available.)

Course Description:

This course identifies theoretical perspectives that shape your career choices and the models that help career exploration and planning. The course focuses on matching interests, personalities, work environment, and other critical career exploration issues based on academic knowledge, skillsets, interests, and abilities. You will get hands-on training on job-search practices, ATS-friendly resume writing, cover letter, interview techniques, networking, and building portfolios online. Moreover, setting SMART goals and using the GROW and WOOP models for reality checks and implementations will ensure a solid foundation in your career journey. Designed with Bloom's Taxonomy and the backward design method, the course takes the lifecycle and the holistic development approach to provide you with a long-term or life-long professional growth strategy.

Course Learning Outcomes

Students will set out on their career journey with a good foundation with this course. Upon completing the course successfully, you will be able to:

- Identify their self-concept and consuming passion for the world of work.
- Identify how interests, personalities, occupational themes, and work environment matter in the career decision-making process and your "calling" as a consuming passion for the career domain.
- Recognize developmental theories, lifecycle approach, life-career rainbow, career choice as a process, vocational choices and work adjustment, and career construction.
- Apply models like GROW, WOOP and CPC-Career Model to validate their career decision-making.
- Create self-marketing tools like an ATS-friendly resume, cover letter, and LinkedIn profile.
- Develop job search skills for the digital age, interview techniques, networking, and professional development to get the edge in career progression.
- Learn how to execute the career plan and further training they need to achieve their career goals.

Course schedule and activities

Week	Topic	Learning Activities
Day-1	-Theoretical perspectives and lifecycle approach in career exploration -The career models -Personalities, interests, and occupational themes -Holland's RIASEC -Extroversion/ Introversion -Personality of colour assessment Or -Strong Inventory Skill Confidence assessment	Lecture/ Personality assessments/ Career marking tools. (Detailed activities will be provided when the course is offered)
Day-2	-The Johari Model -The idea of self-authorship -Setting SMART goals	Lecture/ Class activities (details will be provided later)

	-GROW and WOOP Models -Career Mindmapping -8 steps in the career decision-making process	
Day-3	-Your Resume and cover letter -Ideal job descriptions -Structured autobiography -Writing your resume -Matching skills with job requirements	Lecture/ class activities (details will be provided when the course is offered)
Day-4	-Write an ATS-friendly resume -Test your resume if it is job-specific/ Customization -Cover letter and Job interview -LinkedIn profile -Job search skills	Lecture/ class activities (details will be provided)
Day-5	-Job search skills -Job readiness -Resume optimized -Personal branding – social media -Your Career Plan -Summing up -Refining, Reviewing, and Reflection -Next steps	Lecture/ class activities (details will be provided)

(The course will be updated as per the institutional policies and guidelines when offered.)