A. **Course Number and Title**
   EDU 664 - Career Counseling and Planning

B. **Number of Credits**
   Three (3) semester credit hours

C. **Title of Text**

D. **Objectives of the Course**
   1. understand and utilize various theories of career development.
   2. understand the past, present and future trends in career counselling and guidance.
   3. gain awareness of the unique career development needs of various populations.
   4. acquire and use sources of occupational and educational information.
   5. select appropriate resources for clients to explore the world of work.
   6. gain knowledge of the career decision making process.
   7. understand the changing roles of women and men and the linkage of work, family, leisure and life style.
   8. assist clients in recognizing the relationship between self understanding and effective life/career decisions by applying self assessment techniques and standardized measures of interests, values, personality, aptitude and achievement.
   9. gain knowledge of career counselling techniques.
   10. gain experience with computer assisted career guidance programs and other career development software applications.
   11. understand the career counselling and guidance services typically provided in educational and employment settings, and make recommendations for improvements.
12. develop, implement and evaluate a career intervention program for a school or agency.

13. understand current professional issues related to career counselling and guidance including legal and ethical concerns.

E. Teaching Procedures
1. Textbook assignments will be read on a weekly basis.

2. Class time will be devoted to the understanding of the career planning process, different career counselling theories, and the world of work. This will occur through mini-lectures, collaborative groups, large group discussions, guest speakers, group presentations, and role-plays.

F. Types of Assignments/Course Requirements
1. Weekly reading assignments.

2. Part of the career counselling process is a thorough assessment of yourself. You will work, over several weeks, to complete a self-assessment exercise. In the second part of this assignment, you will apply one of the theories we have studied to your assessment and identify the key issues, process and direction of counselling and possibly any resources or standardized measures you would use. A more detailed explanation of this assignment will be handed out. (30% of final mark)

3. You will participate in one self-directed learning activity to look at career counselling with special groups. You will decide what is important to learn, prepare the material, and then present to each other the necessary information. (20% of final mark)

4. Many career counselling programs are delivered in groups. You will develop a program for a setting of your choice and then present this to the class. A more detailed explanation of this assignment will be handed out. (40% of final mark)

5. Participation in class discussions, case studies, and assignments will count for 10% of the final grade.

6. Regular attendance is expected. Absence and habitual lateness will affect your final grade.

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