

Brief Syllabus
37:575:368 Professional Development Strategies

Course Description:

Best practices in professional development; organizational strategies for addressing employee retention, work/life balance; wellness, communication and other matters related to employee development.

Important information:

This course is suitable for both majors and non-majors. It has no pre-requisites. It focuses on self-understanding and career development strategies can maximize work performance and success. Students practice interaction and influence skills needed in many positions, and hence crucial for ultimate career success. It is typically taught online.

Learning Objectives. The student is able to:

Labor Studies and Employment Relations Department:

- Apply employment relations concepts, and substantive institutional knowledge, to understanding contemporary developments related to work. (Goal 2).
- Work productively in teams, in social networks, and on an individual basis (Goal 13).

School of Management and Labor Relations:

- Demonstrate an understanding of how to apply knowledge necessary for effective work performance. (Goal VI)
- Demonstrate an ability to interact with and influence others in a professional manner, and to effectively present ideas and recommendations (Goal VII).

Assessment of student success in meeting learning objectives:

Two writing/commenting assignments assess knowledge of connection between theory addressed in the course and contemporary workplace realities; specific competencies for employment success. Students work in teams to develop more extensive writing assignment. Once completed papers are published, students review each other's work; provide feedback indicating knowledge of course concepts in relation to writing assignment content. (50% of grade)

Professional Development Journal assesses student insight into strengths/weaknesses and strategies for personal development after receiving results from four aptitude associated tests provided through an external testing site and reflection on course content. (30% of grade)

Rubrics are applied to assess quality of journal, writing and commenting assignments.

Comprehensive final exam includes short answer and essay questions. (20% of grade)