

# Employment Skills

## EMP 111 Job Skills Development (3 credit, 3 lecture, 0 lab)

Provides career development skills, job attainment skills, job survival skills, leadership skills and basic communication and math skills. May be offered as variable credit and repeatable three times.

## EMP 112 Student Skills Development (4 credit, 4 lecture, 0 lab)

Provides basic student skills, college life orientation, introduction to portfolio development skills, job attainment skills, job survival skills, leadership skills and team building skills. May be offered as variable credit and repeated three times.

## EMP 114 Job/Life Skills Development (3 credit, 3 lecture, 0 lab)

Provides basic student skills, career development skills, job attainment skills, job survival skills, goal setting, time and stress management, consumer and family economics, communications and conflict management skills, and decision-making skills. This course may be offered for variable credit and repeated three times.

## EMP 119 Job Shadowing (3 credit, 0 lecture, 15 lab)

Career Exploration which provides an orientation to a specific field through an examination of employee qualifications and work-related characteristics, job duties, employment potential, and career trends. This course provides career development skills, job attainment skills, and leadership skills. Instruction includes supervised on-the-job observations and/or participation. As an elective, the course is offered on a "Pass/Fail" basis and is not calculated as part of the overall grade point average. May be offered as variable credit and repeated up to three times. Students are required to spend a minimum of 75 contact hours for each semester credit hour awarded.