

# COMM 699D: COOPERATIVE EDUCATION

## Citrus College Course Outline of Record

Heading	Value
Effective Term:	Fall 2023
Credits:	5.5
Lab Hours:	0
Hours Arranged:	300
Total Student Learning Hours:	300
Prerequisite:	Instructor permission.
Transferable to CSU:	No
Transferable to UC:	No
Grading Method:	Standard Letter, Pass/No Pass

## Catalog Course Description

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of paid employment or training sites. 300 lab hours arranged.

## Course Objectives

- Give one or more examples of how to apply one or more communication theories or participate in a work setting.
- Identify and demonstrate one or more skills that he/she has acquired or improved during the cooperative education placement.
- List one or more career opportunities in the field of communication and describe the duties and responsibilities.

## Hours Arranged Content

1. Participation in Student Orientation
2. Read and Complete Assigned Sections of Citrus College Cooperative Education Student Manual
3. Individual Session with Instructor to Identify Individual Student Goals
4. Develop Resume and Job Search Skills
5. Participation in Worksite Learning Setting
6. Participation in Instructor Worksite Visit

## Suggested Reading Other Than Required Textbook

NA

## Examples of Required Writing Assignments

Student will be required to complete the following types of assignments outside of the regular class time: Complete the minimum hours of work, based on the formula of one semester unit for 75 hours per term of paid work or 60 hours per term of volunteer work. Answer questions Practice skills Solve problems Observe activities related to course content Participate in activities related to course content

## Examples of Outside Assignments

One to two page summary paper of the experience submitted to instructor

## Instruction Type(s)

Lab