

# EMGT C283: WORK BASED LEARNING

Item	Value
Curriculum Committee Approval Date	05/18/2011
Top Code	210530 - Industrial and Transportation Security
Units	3 Total Units
Hours	180-225 Total Hours (Other Hours 180-225)
Total Outside of Class Hours	0
Course Credit Status	Credit: Degree Applicable (D)
Material Fee	No
Basic Skills	Not Basic Skills (N)
Repeatable	No
Grading Policy	Standard Letter (S), • Pass/No Pass (B)

## Course Description

To enhance each Work Based Learning experience participant's opportunity for success in the field of Emergency Management/Homeland Security by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Emergency Management/Homeland Security. Note: 75 hours of paid work or 60 hours of non-paid work in a field related to Emergency Management/Homeland Security for each one-semester credit is required. Student must be enrolled in a total of 7 units including Work Based Learning. Transfer Credit: CSU.

## Course Level Student Learning Outcome(s)

1. Relate classroom theory to on-the-job situations and choose the best methods to achieve job-oriented learning objectives.
2. Evaluate accomplishments of each job-oriented learning objective and career development, substantiating with appropriate reports, projects, and employer/supervisor appraisal.

## Course Objectives

- 1. Recognize the importance of faculty-student collaboration in the work-based learning activity.
- 2. Identify the criteria and documentation required for successful completion of work-based performance objectives.
- 3. Employ successful work habits as a part of work-based learning activities.
- 4. Devise a successful plan to meet employer requirements as part of the internship or employment experience.
- 5. Prepare a general activity report summarizing their work-related experiences after completing the internship or employment assignment.

## Lecture Content

STUDENT ORIENTATION Faculty/Student Contact: Telephone/Screening Faculty/Student Meeting Application Interview Rough Objectives ON-

SITE VISIT WITH EMPLOYER/SUPERVISOR Employer Orientation Benefits to Students Benefits to Employer Review of Performance Objectives Employer Input Student input Faculty Input Review of Performance Objectives Evaluation Criteria and Evaluation Procedure Identification of Specific Criteria and Documentation for Successful Completion of Performance Objectives Explanation and Review for end of the Semester Evaluation Procedure STUDENT FOLLOW-UP AND RETENTION Telephone follow-up with Student Mail Follow-up with Student END OF THE SEMESTER EVALUATION Letter to the Student Letter and Performance Objectives to the Employer Performance Objectives Returned by Employer Faculty Review of Student Performance Objectives and Supporting Documentation, Assign Grade and Verify Units of Credit

## Lab Content

Work-related projects.

## Method(s) of Instruction

- Lab (04)
- DE Live Online Lab (04S)
- DE Online Lab (04X)

## Instructional Techniques

Work-Based Learning is a non-traditional delivery system that incorporates work into the curriculum. This program provides a cooperative effort for the college, its staff, the work supervisor, and the student to establish and accomplish learning objectives toward the students career goals. Objectives will be created by the student in conjunction with his/her supervisor and WBL instructor.

## Reading Assignments

Cooperative effort for the student and work supervisor to establish and accomplish learning objectives toward the students career goals. These will be related to the students routine duties, on the job problem solving, personal improvement, and career advancement assignments.

## Writing Assignments

Written assignments, projects and/or skills demonstrations within the office.

## Out-of-class Assignments

Cooperative effort for the student and work supervisor to establish and accomplish learning objectives toward the students career goals. These will be related to the students routine duties, on the job problem solving, personal improvement, and career advancement assignments.

## Demonstration of Critical Thinking

Written assignments, projects and skills demonstration related to WBL workbook supplements. Primary/secondary research, presentation, organization, and online data search/manipulation may be included.

## Required Writing, Problem Solving, Skills Demonstration

Written assignments, projects and skills demonstration related to WBL workbook supplements. Primary/secondary research, presentation, organization, and online data search/manipulation may be included.

## Eligible Disciplines

Industrial safety: Any bachelors degree and two years of professional experience, or any associate degree and six years of professional experience.

## **Other Resources**

1. Work Based Learning Student Handbook Current Edition (Revised Annually) 2. Coastline Library 3. Any manuals reference materials, job-site documents related to the successful completions of students job-oriented learning