

# Employment Preparation III Syllabus

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**COURSE DESCRIPTION:** Students will be doing daily job related skills out in the community, school facilities, and job tours of local businesses. Students will be working on building basic work skills and job samplings to better prepare for future employment needed in PREP IV.

**TEACHER PHILOSOPHY:**

I believe in you.

I will do all I can to help you.

I will help you do your best at everything we attempt in this class.

I EXPECT YOU to do your best and follow all school rules.

Have pride in yourself and in everything you do.

**COURSE GOALS:**

- 1) The learner will develop self-determination skills for participating in transition planning and making a successful adjustment to adult life.
- 2) The learner will actively participate in career development activities (e.g. awareness, exploration and planning) to determine a career goal.
- 3) The learner will develop the job-seeking skills necessary to secure employment in the chosen career pathway.
- 4) The learner will develop the work behaviors, habits, and skills in the area of personal management needed to obtain, maintain, and advance in chosen career pathway
- 5) The learner will develop the work behaviors, habits, and skills in the area of job performance needed to obtain, maintain, and advance in chosen career pathway.
- 6) The learner will develop the interpersonal relationship skills needed for success in the workplace the interpersonal relationship skills needed for success in the workplace.
- 7.)The learner will develop employability skills necessary for success in the work environment.

## **EXPECTATIONS:**

- 1) Be on time for class each day
- 2) No Cell Phones/electronic devices used inside of classroom or off campus unless instructed
- 3) Treat others the way you want to be treated
- 4) No profanity or vulgar language
- 5.) Always give effort.

## **NINE-WEEKS GRADING CRITERIA:**

Tests/Skills Quiz ..... 25%    Class work/Daily Logs..... 25%    Job Site  
Performance..... 50%

### **Class Overview**

Students will be asked to be on time daily to class. We are on a tight schedule to be able to make it to our job locations as quickly as possible. We will be off campus for both 3rd and 4th block. MOST days we will leave at 12:00 and will be back on campus by 2:30. Our tasks this semester include travel to Sam's club in Asheville to help purchase items for the school concession stands, job tours at local businesses, job samples at local businesses, help stock/set up for games at CE Weatherby Stadium, in class activities, and school related job tasks. Students will need to wear clothes that they can work in each day and footwear that covers their feet (tennis shoes/boots, no sandals or flip flops).

### **Materials**

3 Ring Binder with Dividers

Pencil

Chromebook

