



**I. COURSE DESCRIPTION:**

The Self-Direction course provides students with an opportunity to learn and use success strategies that can be applied to their academic, employment and personal life. The strategies will equip them with the knowledge, skills and behaviours to become effective, confident and flexible learners. The course will focus on areas such as self-reflection, critical thinking, goal setting, study skills, organizational skills, group dynamics and career/employment exploration.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the student will demonstrate the ability to:

1. **Become a self-directed learner capable of achieving the best possible results in school, work and personal life.** Students who have successfully completed this course will have demonstrated their ability to use success strategies that promote lifelong learning that can be applied in their personal, employment and academic lives.

Potential Elements of the Performance:

- Demonstrate a variety of self-assessment and self-reflection techniques
- Use systematic methods to solve problems and make decisions
- Demonstrate responsibility in his/her role as learner
- Formulate achievable educational, employment and personal goals
- Use efficient learning strategies to facilitate the learning process
- Use organizational techniques and approaches to meet deadlines
- Work effectively with other students on an individual basis and in a group setting
- Demonstrate knowledge and use of college structure, supports and resources
- Demonstrate knowledge of community resources, structures and supports
- Embrace the belief that learning continues for life

**III. TOPICS:**

1. Study skills and critical thinking
2. Goal-setting and training plan
3. Career preparation and job search strategies
4. Time and stress management

5. Organizational skills
5. Group interaction
6. Library
7. Conflict resolution techniques

#### IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Various modules provided by the Academic Upgrading office.

#### V. EVALUATION PROCESS/GRADING SYSTEM:

Journaling/reflection papers	35%
Quizzes	35%
Demonstrations	30%

The following semester grades will be assigned to students in Academic Upgrading:

<b>Grade</b>	<b><u>Definition</u></b>
A+	90 – 100%
A	80 – 89%
B	70 – 79%
C	60 – 69%
F (Fail)	59% and below
W	Student has withdrawn from the course without academic penalty.

#### VI. SPECIAL NOTES:

##### Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Special Needs office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

##### Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Rights and Responsibilities*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

This course is a continuous intake course; therefore, the typical “semester” guideline does not apply.