COURSE OUTLINE: CICE101 - TRAN TO COL & PLCMNT

Prepared: Velma Simon, CICE Program Team Lead
Approved: Karen Hudson, Dean, Community Services and Interdisciplinary Studies

Course Code: Title	CICE101: TRANSITION TO COLLEGE & FIELD PLACEMEN
Program Number: Name	1120: COMMUNITY INTEGRATN
Department:	C.I.C.E.
Academic Year:	2024-2025
Course Description:	This course provides students with knowledge and skills for transitioning to college and placement. Students will gain competence in navigating the college campus, technology, and accessibility to support their learning. They examine learning styles and strategies to build awareness and skills that support their learning process. Through investigation and reflective learning, students gain knowledge of diversity, inclusion, professionalism, self-management, advocacy, effective communication, and individual responsibilities, rights, and expectations for college and the workplace.
Total Credits:	6
Hours/Week:	3
Total Hours:	42
Prerequisites:	There are no pre-requisites for this course.
Corequisites:	There are no co-requisites for this course.
Substitutes:	IVT110
This course is a pre-requisite for:	CICE102, CICE112, CICE201, CICE202, CICE211, CICE212
Vocational Learning Outcomes (VLO's) addressed in this course: Please refer to program web page for a complete listing of program outcomes where applicable.	**1120 - COMMUNITY INTEGRATN** VLO 1 Integrate fully in academic, social and community activities. VLO 2 Develop and apply transferrable learning strategies to promote self-determination, life satisfaction, and lifelong learning. VLO 3 Develop academic and employment skills related to the workplace and specified area of study. VLO 4 Apply interpersonal and communication skills to build relationships with community supports, resources, and prospective employers. VLO 5 Further develop confidence, self-awareness, and self-advocacy skills related to independence, employment, and personal well-being. VLO 6 Engage in strengths-based, individualized goal setting related to self-determination and independence, both personally and professionally.
Essential Employability Skills (EES) addressed in this course:	EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience. EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective

	communication.
	EES 4 Apply a systematic approach to solve problems.
	EES 5 Use a variety of thinking skills to anticipate and solve problems.
	EES 6 Locate, select, organize, and document information using appropriate technology and information systems.
	EES 7 Analyze, evaluate, and apply relevant information from a variety of sources.
	EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.
	EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.
	EES 10 Manage the use of time and other resources to complete projects.
	EES 11 Take responsibility for ones own actions, decisions, and consequences.
General Education Themes:	Civic Life Social and Cultural Understanding Personal Understanding
Course Evaluation:	Passing Grade: 50%, D A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.

Course Outcomes and Learning Objectives:

Course Outcome 1	Learning Objectives for Course Outcome 1
1. Develop knowledge, skills, and strategies to adapt to college life.	1.1 Navigate the college campus and investigate resources to gain an understanding of how supports can assist students` post-secondary experience and learning. 1.2 Gain an understanding of college services, how to access them, and learn how they can benefit students. 1.3 Demonstrate knowledge, skills, and competence with college technology. 1.4 Experience teamwork through completing group activities and presentations. 1.5 Students develop an understanding of their needs of academic skills and strategies. 1.6 Create a self-reflection video of your transition to college.
Course Outcome 2	**Learning Objectives for Course Outcome 2**
2. Learning and demonstrating autonomy in college.	2.1 Develop self-advocacy skills and autonomy for independence and confidence at college and in the workplace. 2.2 Gain knowledge of diversity and inclusion. 2.3 Through reflective learning gain a deeper understanding of individual rights, responsibilities, and expectations of a college student, including adhering to the Student Code of Conduct. 2.4 Explore and follow the restrictions and responsibilities surrounding the use of electronic devices and social media at college and field placement settings.
Course Outcome 3	**Learning Objectives for Course Outcome 3**

3. Develop skills to be a Lifelong Learner.	3.1 Examine learning styles and strategies. 3.2 Explore opportunities to adapt learning strategies, accommodations, and adaptive technology that will facilitate independent learning. 3.3 Investigate ways to promote participation in active learning. 3.4 Identify procrastination factors, such as external factors and inner motivation. 3.5 Assess personal stress or conflict, then formulate a plan to manage. 3.6 Discover and implement self-management skills, including time management, organizational skills, personal supports, and good financial management. 3.7 Discuss goal setting and create short-term and long-term goals.
Course Outcome 4	**Learning Objectives for Course Outcome 4**
4. Expand on and practice effective communication skills.	4.1 Use investigation and reflective learning to gain knowledge of effective communication. 4.2 Gain an understanding of appropriate personal, interpersonal, and professional communication, then practice effective communication skills. 4.3 Apply learned communication skills for online interactions, and include professional behaviour, respect, and safety. 4.4 Develop and apply assertive communication and listening skills. 4.5 Identify and practice problem-solving and conflict resolution. 4.6 Role play appropriate responses to constructive feedback. 4.7 Improve skills in research, documentation, presentation writing, and understanding sourcing format.
Course Outcome 5	**Learning Objectives for Course Outcome 5**
5. Explore and implement professionalism at college and the workplace.	5.1 Differentiate between social vs. professional communication and image. 5.2 Discuss and practice professional verbal and non-verbal communication. 5.3 Identify and demonstrate professionalism through personal hygiene, appropriate attire, confidentiality, socially appropriate interactions, and professional communication. 5.4 Explore goal setting related to employment. 5.5 Construct a working resume using technology.
Course Outcome 6	**Learning Objectives for Course Outcome 6**
6. Discuss and demonstrate expectations of field placement.	6.1 Gain an understanding of expectations for field placement. 6.2 Complete the 4-Step Safety training. 6.3 Investigate the role, responsibilities and rights of the workplace and employee. 6.4 Discuss potential workplace hazards and appropriate steps to deal with safety issues.
Course Outcome 7	**Learning Objectives for Course Outcome 7**
7. Apply learned technology	7.1 Apply technology and communication skills through

| | skills, communication skills, and knowledge of professionalism. | creating presentations and videos.
7.2 Finalize resume in preparation for field placement.
7.3 Review and finalize journey of transitioning to college and plan for transitioning to placement. |

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
Assignments	20%
In-class Activities	20%
Presentation	20%
Professional Portfolio (culminating)	40%

Date: June 28, 2024

Addendum: Please refer to the course outline addendum on the Learning Management System for further information.