

North Central Michigan College

NCMC MASTER COURSE SYLLABUS

Last Date Revised 10/21/2008

DIVISION/AREA: Business and Technology

DEPARTMENT:

DIVISION DIRECTOR: Robert Marsh

ORIGINATOR: Rick Barber

DEAN OF INSTRUCTION: Timothy Dykstra

HOURS OF INSTRUCTION:

Credit hours: 1-2

Lecture: 0

Lab: 0

Clinical/Workplace: 4-8

Contact hours: 70.4 – 140.8

COURSE TITLE: Work Based Learning- Business

COURSE ALPHA: B

COURSE NUMBER: 285

CATALOG DESCRIPTION:

Students in this course are placed in a business or industry setting that is directly related to their chosen career. Students will participate in the work environment at a preliminary level, which will depend on individual student ability and knowledge. Students are not responsible for goals of the organization. In addition to specific requirements related to that experience, students are required to complete written assessments and evaluation of the experience as it relates to their program. Two hours of class room prep are included before starting the WBL experience. Prerequisites are determined by the curriculum in which the student is enrolled. See WBL Coordinator for a complete list. A background check and a physical exam may be required by some employers. Minimum 2.0 GPA required. Students should plan on meeting with the WBL Coordinator at least 6 weeks before the beginning of the semester.

PREREQUISITE(S): Based on student's curriculum, see WBL Coordinator for a complete list

COREQUISITE(S):

GENERAL EDUCATION/PROGRAM OUTCOMES:

Write and speak effectively

Think critically

COURSE OBJECTIVES AND OUTCOMES:

Participate in 3 routine activities someone in this career would perform
Identify 3 other activities related to this occupation
Identify 3 skills required for advancement

METHODS OF INSTRUCTION:

Placed in work environment directly tied to student's career
Work with a team of professionals

METHODS OF EVALUATION:

Log book of experiences
Summary paper 4 to 6 pages
Evaluation form from employer
Participation in Blackboard Assignments

REQUIRED TEXT AT TIME OF COURSE ADOPTION/REVISION:

TEXTS: None

OPTIONAL SUPPLEMENTARY MATERIALS:

Reasonable accommodations can be provided for students with documented disabilities. Please contact Learning Support Services for assistance: 231/348-6817.

SUGGESTED TIME ALLOWANCE AND SEQUENCE OF INSTRUCTION:

(List general content description of what is being covered each week)

N.A. Will depend on employer and placement location.

APPROVED FOR ADOPTION/REVISION BY THE CRD/AP COMMITTEE ON __12/03/08_____