

DEC400 Impact
(3 credit hours)
Course Syllabus

Course Description

This is the capstone of the General Education sequence. Students will demonstrate a culminating understanding of career readiness from prior courses and be able to demonstrate requisite core competencies for success in the workplace and lifelong career management. Emphasis is placed on students' integration and synthesis of their acquired major-specific skills combined with their ability to articulate their strengths based on the NACE Core Competencies. Students will leverage their CCU experience to demonstrate to employers the behaviors that contribute to an inclusive, respectful professional environment. Using integrative teaching and learning practices, this course facilitates experiences for students that lead them to make connections between classroom studies and professional life in a way that transforms theory into practice.

Course Learning Outcomes

By the end of this course, you will be able to:

1. Prepare for and engage in a mock professional interview.
2. Reflect on their individual ability to impact professional communities.
3. Evaluate and report progress towards personal and professional goals.
4. Assemble career application documents to be used in obtaining a professional position.

Required Textbook(s) and Resources

Your course has no required textbook. All resources are included in each week.

Be sure to also review the weekly **Explore** sections for additional library or web resources. For access to databases, research help, and writing tips, visit the [Tiffin University Library](#).

Time Commitment

Effective time management is possibly the single most critical element to your academic success. To do well in this online class you should plan your time wisely to maximize your learning through the completion of readings, discussions, and assignments. Because of our accelerated, seven-week term, TU online courses are designed with the expectation that you dedicate a little over **six (6)** hours per credit hour to course activities and preparation **each**

week. For example, for successful completion of a three-credit, seven-week online course you should reserve roughly **twenty (20) hours per week.**

To help plan your time and keep on track toward successful course completion, note the distinctive rhythm of assignment due dates:

1. All times assume Eastern Time (GMT-4).
2. Weeks begin at 12:00 a.m. ET on Monday and end at 11:55 p.m. ET on Sunday.
3. Unless otherwise noted, initial assignments or discussion posts are due by **11:55 p.m. ET on Wednesdays.**
4. Additional assignments or follow-up discussion posts are due by **11:55 p.m. ET on Saturdays, and**
5. Major assignments and reflections are typically due by **11:55 p.m. ET on Sundays.**

Learning Activities

In this course, you will engage in a variety of practical and reflective learning activities designed to enhance your career readiness. Each week, you will participate in activities such as mock interviews, creating professional documents, and developing intercultural competence through assessments like the DiSC and Intercultural Aptitude Assessment (IAA). Your learning will be evaluated through forum posts, reflective essays, performance evaluation reports, and a final presentation that synthesizes your understanding and growth in key areas such as career planning, communication, and cultural competence. These activities are designed to ensure you can effectively articulate your strengths and prepare for success in diverse professional environments.

Key Assessment (Taskstream Submission)

This TU course features three "Key Assessments" designed to demonstrate your mastery of core competencies and integrate your learning within the broader curriculum:

1. **Activity 4.1: Intercultural Aptitude Assessment (IAA) and Reflection** - In this assessment, you will complete the Intercultural Aptitude Assessment to evaluate your cultural competence. You will then reflect on your results, discussing your strengths and areas for improvement in working with diverse cultures, and propose strategies for leveraging your cultural awareness in professional settings.
2. **Activity 6.2: Performance Evaluation Report and Reflection** - This assessment involves creating a comprehensive performance evaluation report for an employee, using insights from the DiSC assessment. You will provide specific feedback, set measurable performance goals, and reflect on your own work characteristics and areas for growth, demonstrating your ability to apply best practices in performance management.

3. **Activity 7.2: Summary and Reflection Presentation** - In the final assessment, you will develop a slide presentation synthesizing your learning throughout the course. This presentation will cover key competencies such as Diversity, Equity, Inclusion, and Belonging (DEIB), intercultural awareness, and career development strategies, showcasing how these insights will inform your professional practice and future career plans.

Grading

The chart below identifies the individual contributions from each type of activity, per week.

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Total
Forums Activity 1.1 (n/a) Activity 1.2 (40)	Forums Activity 2.1 (40)	Forums Activity 3.1 (40)	Forums (n/a)	Forums Activity 5.1 (40)	Forums Activity 6.1 (40)	Forums Activity 7.1 (40)	240
Assignments Activity 1.3 (90)	Assignments Activity 2.2 (90)	Assignments Activity 3.2 (90)	Assignments Activity 4.1 (60) Activity 4.2 (80)	Assignments Activity 5.2 (100)	Assignments Activity 6.2 (150)	Assignments Activity 7.2 (100)	760
130	130	130	140	140	190	140	1000

Grading Scale

A: 90-100% | B: 80-89% | C: 70-79% | D: 60-69% | F: <60%

Course Schedule and Weekly Checklist

Start Here

- MON: Activity 1.1: Getting to Know You - Introductory Post

Week 1 – Career Pathways and SMART Goal Planning

- WED: Activity 1.1: Getting to Know You
- WED: Activity 1.2: Am I Career Ready?
- SAT: Activity 1.2: Am I Career Ready?
- SUN: Activity 1.3: Creating a SMART Plan for Career Competencies

Week 2 – Professional Documents and LinkedIn

- WED: Activity 2.1: Building a Company Profile and LinkedIn Analysis

- ❑ SAT: Activity 2.1: Building a Company Profile and LinkedIn Analysis
- ❑ SUN: Activity 2.2: Preparing LinkedIn, Resume, and Cover Letter

Week 3 – AI Mock Interview

- ❑ WED: Activity 3.1: AI Mock Interview
- ❑ SAT: Activity 3.1: AI Mock Interview
- ❑ SUN: Activity 3.2: STAR Method Video

Week 4 – IAA Reflection and the CCU Experience

- ❑ WED: Activity 4.1: IAA Assessment and Reflection
- ❑ SUN: Activity 4.2: IAA and Community Issue Proposal

Week 5 – Salary Negotiation

- ❑ WED: Activity 5.1: Your Market Value and Statements
- ❑ SAT: Activity 5.1: Your Market Value and Statements
- ❑ SUN: Activity 5.2: Mock Salary Negotiation Recording

Week 6 – Performance Review and Reflection

- ❑ WED: Activity 6.1: DiSC Assessment and Performance Reviews
- ❑ SUN: Activity 6.2: Performance Evaluation Report and Reflection

Week 7 – GenAI Tools and Final Presentation

- ❑ WED: Activity 7.1: GenAI Tools in the Workplace
- ❑ SAT: Activity 7.2: Summary and Reflection Presentation

Tips for Success

Online learning requires self-discipline and self-direction. As seekers of the truth, we should be willing to challenge one another's academic work in a spirit of respectful comradery. Your course is a place for you to grow as you benefit from the expertise, experience, and diverse perspectives of your instructor and peers. Constructive feedback will challenge you to stretch your own thinking, thereby expanding your knowledge and understanding.

To get the most out of your learning experience, you should actively engage (participate) in **ALL** course activities. Course elements are arranged chronologically. To complete a week, simply work your way "down the page" through all of the course materials and activities.

For More Information:

Be sure to review the [Support, Policies, and Procedures](#) addendum.