# SRG 204 - PROFESSIONAL CAREER PREP I

## **Course Description**

In this course students will complete a career portfolio and employment training. Major topics in this course include resume creation, both written and online portfolios, interview preparation, job search strategies, and professional attire. Group 2 course.

## **Credit Hours**

0.5

## **Contact Hours**

0.5

## **Lecture Hours**

0.5

## **Required Prerequisites**

SRG 201 and SRG 202 may be taken concurrently

## General Education Outcomes supported by this course

Communications - Direct

## **Course Learning Outcomes**

## Knowledge:

- · Define the requirements for a professional resume portfolio.
- Describe the process involved with a professional job search, interview management skills, and professional attire.

#### Application:

 Create a professional resume Portfolio in both physical and online formats.

#### Integration:

• Incorporate the cover letter, resume, and e-portfolio created in the course to apply for a surgical technologist position.

#### **Human Dimension:**

· See themselves as surgical technologists.

#### Caring - Civic Learning:

• Appreciate the professional skills required for seeking employment.

### Learning How to Learn:

· Be prepared to facilitate a professional interview process.