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## ACED 0700: Career Planning 12

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### EFFECTIVE DATE

May 2019

### DEPARTMENT

Access to Careers & Education

### DESCRIPTION

The goal of Career Planning 12 is to enhance the life and employment readiness skills of adult learners. Students will be prepared to pursue occupational and educational goals in a changing and diverse world. This course can be used as an elective course towards the BC Adult Graduation Diploma (BCAGD) and the ABE Graduation Certificate issued by VCC.

### CREDITS

4.0

### YEAR OF STUDY

ABE Provincial Level(Grade12)

### PREREQUISITES

None

### COREQUISITES

None

### COURSE LEARNING OUTCOMES

Upon successful completion of this course, students will be able to:

- Students will meet the outcomes as stated for ABE Career Planning, located in the 2018/2019 ABE Articulation Handbook: [https://www2.gov.bc.ca/assets/gov/education/post-secondary-education/adult-education/abe\\_guide.pdf](https://www2.gov.bc.ca/assets/gov/education/post-secondary-education/adult-education/abe_guide.pdf)

### PRIOR LEARNING ASSESSMENT & RECOGNITION (PLAR)

None

## HOURS

Lecture: 96

## INSTRUCTIONAL STRATEGIES

Online activities and assessment, 1-1 instruction online or in person

## GRADING SYSTEM

Letter Grade (A-F)

## PASSING GRADE

C-

## EVALUATION PLAN

Type	Percentage	Assessment activity
Assignments	20	Resume\\n\\n\\n\\n
Assignments	20	Cover letter
Assignments	20	Occupation profile
Assignments	10	Knowledge and Skills Assessments
Assignments	10	Career values and interests inventory
Participation	20	Completion of self-reflections and module activities.

## COURSE TOPICS

- Communication Skills
  - Education and Career Exploration Skills
  - Personal Awareness
  - Living Skills
  - Job Search
  - Interpersonal skills
  - Career Management

## LEARNING RESOURCES

None

Notes:

- Course contents and descriptions, offerings and schedules are subject to change without notice.
- Students are required to follow all College policies including ones that govern their educational experience at VCC. Policies are available on the VCC website at:  
<https://www.vcc.ca/about/governance--policies/policies/>.
- To find out how this course transfers, visit the BC Transfer Guide at <https://www.bctransferguide.ca>.

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### Broadway campus

1155 East Broadway  
Vancouver, B.C. Canada  
V5T 4V5

### Downtown campus

250 West Pender Street  
Vancouver, B.C. Canada  
V6B 1S9

### Annacis Island campus

1608 Cliveden Avenue  
Delta, B.C. Canada  
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