

# Occupational Education

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## Occupational Education

### Description

These courses are designed to combine academic studies with practical, on the job experience, enabling students to apply theories learned in the classrooms to real work situations while earning college credits. OCED 090 and 091 are variable-unit work experience courses available to all occupational education certificate and degree programs students. Students wishing to continue OCED 090 and 091 over multiple semesters must contact the Work Experience Coordinator for enrollment assistance.

Through an agreement formulated at the beginning of the semester, each student establishes specific "Measurable Learning Objectives" to be accomplished by the end of the grading period. This cooperative agreement may be in the private sector or in public agencies and may be paid or volunteer.

For more information on Solano Community College's Work Experience program, please visit

<http://www.sccworkexperience.com/>.

**All unit counts may not be offered in a given semester. Students enrolled in OCED 091 may not enroll in OCED 090 or any other experiential or practicum course and count the same hours during the same semester.**

## Soft Skills for Technicians Job-Direct Certificate

### Program Outcomes

Students completing a Soft Skills for Technicians Job-Direct Certificate will be able to:

1. Identify and demonstrate proper occupational readiness, solid soft skills, a professional attitude, the ability to work as a team, and identify career goals.
2. Demonstrate the ability to create an accurate and comprehensive set of technical reports.
3. Demonstrate the ability to assess and solve a technical problem through accurately selecting and applying the appropriate measurement and performing calculations to confirm results.

**The required courses must be completed with a grade of "C" or better**

<b>REQUIRED COURSES</b> .....	<b>Units</b>
OCED 070 Occupational Soft Skills.....	1.5
OCED 071 Occupational Portfolio Development .....	1.5
IT 140 Industrial Mathematics .....	3
IT 151 Vocational Mathematics .....	3
3 units from Recommended Electives.....	3
<b>Total Units</b> .....	<b>12</b>

<b>Recommended Electives: (select 3 units).....</b>	<b>Units</b>
ATEC 070 Automotive Fundamentals .....	3
CIS 001 Introduction to Computer Science .....	3
CIS 050 Microcomputer Applications .....	3
DRFT 079 Blueprint Reading.....	3
IT 050 Alternative Energy Technologies .....	3
IT 101 How Things Work.....	3
IT 110 Modern Welding.....	3
OCED 090 Occupational Work Experience .....	3
OCED 091 Occupational Work Experience .....	3

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**OCED 070**

**1.5 Units**

## **Occupational Soft Skills**

*Course Advisory: Minimum SCC math and English standard.*

Covers the critical tools to help occupational students develop the employability or soft skills needed for a smooth transition to the work force based on the Secretary's Commission on Achieving Necessary Skills (SCANS). Topics include practical elements required to meet employer expectations, create cooperative co-worker interactions and development of positive personal characteristics. This is not a work experience course. *Three hours lecture.*

**OCED 071**

**1.5 Units**

## **Occupational Portfolio Development**

*Course Advisory: SCC minimum English standard.* Innovative in career planning, career portfolios are designed to assist in demonstrating skills and competencies. In this course, participants will identify personal strengths and weaknesses in key skill areas and develop a plan for obtaining the skills they need. Professional and educational samples will be collected, categorized, and evaluated. Participants will analyze how the career portfolio can be used as a tool for the job search as well as for career advancement. A hard copy and/or electronic career portfolio will be completed by the end of this course. 8-week course. *Three hours lecture.*

**OCED 090**

**1.0 to 8.0 Units**

## **Occupational Work Experience**

*Corequisite: Student must be working (paid or unpaid) from 5 to 40 hours per week for a licensed business for a total of 75 hours per unit for paid work and 60 hours per unit for unpaid work. Duties must relate to student's major field. Course Advisory: SCC minimum English and Math standards.* To Qualify for Occupational Work Experience credit, the student must be working (paid or unpaid) for a legal business in a position directly related to the declared major. Students must work 75 hours per unit of credit for paid work and 60 hours per unit of credit for unpaid work. Students will attend a weekly coordination seminar and develop job-oriented objectives. OCED 090 may be required for some majors and is an elective for all occupational education certificate and degree programs.

Qualified students who are not working or volunteering may seek placement assistance from the Student Placement Office. 1 unit of credit may be earned for each 75 hours paid or 60 hours unpaid work per semester to a maximum of 8 units per semester to a total of 16 units over multiple semesters.

*NOTE: Students enrolled in OCED 90 may not enroll in OCED 91 or any other experiential or practicum course and count the same hours during the same semester. Lab hours are the hours students spend on their job sites. Students wishing to take the maximum OCED units may continue OCED 090 over multiple semesters not to exceed 16 units total for all work experience courses. Students wishing to continue OCED 090 in subsequent semesters must contact the Work Experience Coordinator for enrollment assistance.*

**OCED 091**

**1.0 to 6.0 Units**

## **General Work Experience**

*Corequisite: Student must be available to work from 5 - 30 hours or more per week for a licensed business for a semester total of 75 hours per unit for paid work and 60 hours per unit for unpaid work. Job does not need to be related to major. To Qualify for General Work Experience credit, the student must be working (paid or unpaid) for a legal business. Students must work 75 hours per unit of credit for paid work and 60 hours per unit of credit for unpaid work. Work does not need to be related to major. Students will attend a weekly coordination seminar and develop job-oriented objectives. OCED 091 is an elective for all occupational education certificate and degree programs. Course Advisory: SCC minimum English and Math standards.*

Qualified students who are not working or volunteering may seek placement assistance from the Student Placement Office. 1 unit of credit may be earned for each 75 hours paid or 60 hours unpaid work during the semester to a maximum of 6 units. OCED 091 may be taken over multiple semesters for a maximum of 6 units.

*NOTE: Students enrolled in OCED 91 may not enroll in OCED 90 or any other experiential or practicum course and count the same hours during the same semester. Total work experience units may not be more than 16. Lab hours are the hours students spend on their job sites. Note: CSU will accept up to 12 units for transfer.*