

Print Date: 8/6/14

Course Objectives/Course Outline
Spokane Community College

Course Title: Entering the Work Environment

Prefix and Course Number: PHARM 130

Course Learning Outcomes:

By the end of this course, a student should be able to:

- Demonstrate professionalism and work ethics
- Explore and research possible job sites for employment.
- Prepare a letter of introduction and a resume that could be used in applying for a job.
- Develop self-esteem and personal confidence.
- Understand the importance of confidentiality in the work place.
- Be able to detect stressors and how to handle their influence in a professional manner.
- Learn questions that might be asked during a job interview.
- Participate in a mock interview by an employer.
- Be able to list the “dos and don’ts” of the interview process.
- Identify effective communication skills.

Course Outline:

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