

Spokane Falls Community College
COURSE LEARNING OUTCOMES

Prefix and Course Number:	CMST 121
Course Title:	Job Communication Skills
Version Date:	05/10/2022

Course Learning Outcomes

Upon successful completion of the course, the student will be able to:

1. Develop a professional resume and cover letter appropriate for a specific job posting.
2. Identify and apply best practices for before, during, and after a job interview.
3. Apply effective verbal and nonverbal communication and listening principles to a variety of organizational contexts.