



COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/chem.html>

Ω Please note: the College electronically stores this outline for five (5) years only.
It is **strongly recommended** you keep a copy of this outline with your academic records.
You will need this outline for any future application/s for transfer credit/s to other colleges/universities.

1. Instructor Information

(a)	Instructor:	Steve McKinnon		
(b)	Office Hours:	See posted time of office door		
(c)	Location:	Fisher 348A		
(d)	Phone:	370-3472	Alternative Phone:	
(e)	Email:	mckinnons@camosun.ca		
(f)	Website:	D2L		

2. Intended Learning Outcomes

(No changes are to be made to these Intended Learning Outcomes as approved by the Education Council of Camosun College.)

Upon completion of this course the student will:

1. Be able to prepare for and complete a realistic job interview.
2. Be better able to make choices between the types of technologist jobs that are typically available to them following graduation.

3. Required Materials

- (a) Texts - NONE

4. Course Content and Schedule

Seminar course, beginning week 2 and then every even week to week 14, unless otherwise informed. All seminars are in Ewing 348, Friday at 1:30-2:20

You must also complete the WHMIS course on your own time.

Schedule to be confirmed

Week Number	Actual date	Speaker
2	January 20 th	Welcome back coffee and donuts and presentation info
4	February 3 rd	First year presentations
6	February 17 th	Reading Break
8	March 3 rd	First year presentations
10	March 17 th	First Year presentations
12	March 31 st	First year presentations
14	April 14 th	Good Friday

5. Basis of Student Assessment (Weighting)

(This section should be directly linked to the Intended Learning Outcomes.)

- (a) Completion of resume and cover letter
- (b) Successful completion of WHMIS

6. Grading System

(No changes are to be made to this section unless the Approved Course Description has been forwarded through the Education Council of Camosun College for approval.)

Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D	Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at camosun.ca for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete</i> : A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress</i> : A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. (For these courses a final grade will be assigned to either the 3 rd course attempt or at the point of course completion.)
CW	<i>Compulsory Withdrawal</i> : A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College calendar, at Student Services, or the College web site at camosun.ca.

STUDENT CONDUCT POLICY

There is a Student Conduct Policy **which includes plagiarism**. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, at Student Services, and the College web site in the Policy Section.

ADDITIONAL COMMENTS AS APPROPRIATE OR AS REQUIRED