Psychology 2389: Career Exploration in Psychology

Attention!

This is a representative syllabus. The syllabus for the course when you enroll may be different. Use the syllabus provided by your instructor for the most up-to-date information. Please refer to your instructor for more information for the specific requirements of a given semester.

Required Textbooks:


Course Website (Carmen): https://carmen.osu.edu/

Log in with your OSU name.# and password. On this webpage you will find additional readings, links for extra information, important course information and announcements, handouts from class, a copy of this syllabus, and a calendar of assignments. You will also submit several assignments directly to Carmen. Please check the webpage every day for updates and announcements.

Course Goals:

- Learn how to navigate the career decision-making process to make an informed decision.
- Assess your interests, skills, and values to better understand your career goals.
- Gain an understanding about career options in Psychology, the world of work, and how to locate and analyze career information.
- Develop written and verbal methods of presenting personal accomplishments to employers.
- Become familiar with helpful resources for Psychology majors.
- Learn how to effectively search for internships and jobs.
- Develop an understanding of graduate programs and the application process.
- Learn valuable career information from individuals in the field.
- Become familiar with best practices for interviewing and networking.
- Interact with individuals in areas of interest.
• Explore ways to enhance your employability right now!
Assignments (100 points total available for the course)

Your grade in this course will be determined based on the following assignments and attendance. Please turn all assignments into Carmen, due at 3:30PM on the day listed.

- **Participation, Journals & Attendance:** (25 points). In this course, it is important to be attentive and involved. There will be 6 journal assignments that will either come from “Building Your Career” exercises or a prompt. Each assignment is worth 2 points, and will count towards your participation credits. The remaining points will be based on class activities and attendance.

- **Career Presentation:** (15 points). Prepare a presentation on a career area of interest with 1 or 2 other students. The presentation will be 10-15 minutes in length (5 minutes per student) on one career area. Please use a variety of resources (e.g. information interviews, career-oriented websites, books). Have a visual prepared (e.g. PowerPoint, Prezi, handout). You will be graded on the quality of the information provided, as well as the presentation style & creativity.

- **Informational Interview Reflections:** (15 points). You will conduct 2 informational interviews with professionals working in a field that you have interest in. In addition to your question & answer responses, you will write a 2-3 page paper (double-spaced) that should have the following information:
  1. The name of the person you interviewed and their position description.
  2. A brief description of the organization (e.g., what does the organization do), and the roles of the people you interviewed.
  3. Your reaction to visiting the site.
  4. An analysis of whether this organization or position would be something you would consider for the future. Why or why not?
  5. How well the organization or position fit your interests and values.
  6. The skills or qualities that are needed for this position. How many of these skills or qualities do you currently have? How might you develop them further?
  7. The type of education or experience needed for this position.
  8. Internships available at the site. Would you consider this site for an internship?
  9. Things you learned about yourself through this experience.

- **Resume/CV:** (5 points). Turn in a finely tuned Resume or CV after receiving a critique from a Peer Career Advisor at Arts & Sciences Career Services. Target it towards a job posting or a graduate program. Submit a copy of your old resume with the critiques, a copy of your new resume, and the job posting.

- **Personal Commercial at a Career/Networking Event:** (10 points). Create a Personal Commercial that outlines your skills, experiences, and goals. Participate in an event on campus such as the Summer Internship & Opportunity Fair (1/28), Spring Career Fair (3/24), etc. and practice your personal commercial. Write a 1-2 page double spaced reflection on your experience. Please follow the prompts on Carmen.
• **Choose your Own Adventure** *(10 points)*. Pick 1 of the following activities to complete. Further instructions will be on Carmen. *You may choose a second assignment for up to 5 points extra credit.*

  - **Mock Interview**: Participate in a Mock Interview at the Arts & Sciences Career services office. Write a brief 1-2 page summary about the feedback you received and your plans to incorporate this feedback into your next interview. Please follow the prompts on Carmen.
  - **Job Search Packet**: Identify a job opening that has information about the duties and the qualifications. Target your resume, cover letter, and a reference page towards this position, and create/ update information on FutureLink.
  - **Statement of Intent**: Choose a Graduate Program that you would be interested in going to. Follow the guidelines on their Admissions page, and complete this (typically) 2-3 page document. Include your Resume/CV.
  - **Professional Development**: There are additional options found on Carmen, such as creating a LinkedIn account, researching a company of interest, or creating a digital portfolio. You may request your own assignment, but it must get instructor approval.

• **Action Plan** *(5 points)*. You will identify long term and short term career goals. Use the sheet to create a to-do list of the steps you want to take to make your career decisions. This will be turned in and reviewed by your instructor, and then a final copy will be included in the Career Exploration Summary.

• **Career Exploration Summary** *(15 points)*. This is where you tie everything together! It is a 3-4 page paper that will be organized into the following sections:

  - **Career Thoughts**: Where were you before starting the class? What were your worries and fears regarding your career?
  - **Self-Knowledge**: What did you learn about yourself through this course? What are your interests, values, and skills? Why would this be important in choosing a career?
  - **Options-Knowledge**: Through the class activities, what options have you found that fit you the best? Why are these options helpful for you? Be sure to reference information from O*Net, Occupation Outlook Handbook, or other resources regarding job duties, pay, education requirements, job outlook, and more.
  - **Expanding and Narrowing**: Discuss job postings, informational interviews, and other resources you have used to expand and narrow your career options. What did you like most or least about these specific jobs that you observed?
  - **Conclusion**: List out your first, second and third career preference. How will you build on the information you learned about yourself and possible careers in this course? What do you see as your plans for the future, and how will you accomplish this?
The following chart is provided to help you keep track of your earned points throughout the semester:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Date</th>
<th>Points</th>
<th>Your Earned Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Journal Entry 1: Exercise 1.4</td>
<td>Jan 20</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>2. Journal Entry 2: Summary Profile #1</td>
<td>Jan 27</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3. Journal Entry 3: Exercise 3.3 (submit on the Discussion Board!)</td>
<td>Feb 3</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>4. Information Interview 1</td>
<td>Feb 20</td>
<td>7.5</td>
<td></td>
</tr>
<tr>
<td>5. Career Presentation</td>
<td>(2/12-2/26)</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>7. Information Interview 2</td>
<td>March 5</td>
<td>7.5</td>
<td></td>
</tr>
<tr>
<td>8. Journal Entry 5: Exercise 5.11</td>
<td>March 10</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>9. Completed Resume</td>
<td>March 31</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>10. Choose Your Own Adventure</td>
<td>April 7</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>11. Personal Commercial at a Career/Networking Event</td>
<td>April 9</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>12. Journal Entry 6: Exercise 6.3</td>
<td>April 14</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>13. Action Plan</td>
<td>April 16</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>14. Career Exploration Summary</td>
<td>April 23</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>15. Participation</td>
<td>All Semester</td>
<td>13</td>
<td></td>
</tr>
<tr>
<td>Extra Credit</td>
<td>All Semester</td>
<td>+5</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>100</td>
<td></td>
</tr>
</tbody>
</table>

**Academic Misconduct:** It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term “academic misconduct” includes all forms of student academic misconduct wherever committed. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct [http://studentlife.osu.edu/pdfs/csc_12-31-07.pdf](http://studentlife.osu.edu/pdfs/csc_12-31-07.pdf).

**Students with Disabilities:** Students with disabilities that have been certified by the Office for Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office for Disability Services is located in 150 Pomerene Hall, 1760 Neil Avenue; telephone 292-3307, TDD 292-0901; [http://www.ods.ohio-state.edu/](http://www.ods.ohio-state.edu/).
COURSE SCHEDULE *Subject to Change

1/13:  **Course Introduction & Questionnaire**  
- **Reading:** Insider’s Guide Chapter 1 “Why Should you Major in Psychology?”  
- **Reading:** Building Your Career Chapter 1 “Am I Ready?”

1/15:  **Personal Factors and Barriers**  
- **Reading:** Building Your Career Chapter 2 “What Do I Need to Know About Myself?”  
  Complete pages 11-14 & 19.

1/20:  **Self-Knowledge: Exploring Interests and Personality**  
- **Reading:** Building Your Career Chapter 2 “What Do I Need to Know About Myself?”  
  Complete pages 14-18.  
- **Due:** Journal Entry 1

1/22:  **Self-Knowledge: Exploring Skills and Values**  
- **Reading:** Building Your Career Chapter 3 “How Do I Search for Occupational Information?” Read the chapter, but only complete pages 27 & 28.

1/27:  **Options Knowledge: Using Resource- Computer Lab**  
- **Reading:** Insider's Guide Chapter 3 “How Do You Become a Psychologist?”  
- **Due:** Journal Entry 2

1/29:  **How Do You Become a Psychologist?**  
- **Reading:** Building Your Career Chapter 4 “What Do I Need to Know About Educational Alternatives?” Read pages 49-53.

2/3:  **Buckeye OnPACE and Open Career Exploration- Computer Lab**  
- **Reading:** Insider’s Guide Chapter 2 “Finding Your Path.”  
- **Due:** Journal Entry 3- post on Discussion Board!

2/5:  **Networking- Guest Speaker Ana Berrios**  
- **Reading:** Insider’s Guide Chapter 7 “Psychology Careers in Research and Practice.”

2/10:  **Ph.D. Student Panel**  
- **Reading:** TBA  
- **Due:** Information Interview 1

2/12:  **Human Services/ Student Presentations**  
- **Reading:** TBA

2/17:  **Education & Training/ Student Presentations**  
- **Reading:** TBA
2/19: Health Science/ Student Presentations
• Reading: TBA

2/24: Business & Management/ Student Presentations
• Reading: TBA

2/26: Other/ Student Presentations
• Reading: None

3/3: Graduate Student Panel
• Reading: Building Your Career Chapter 5 “How Will I Decide?” Complete pages 54-60.
• Due: Journal Entry 4

3/5: Decision-Making and Career Theories
• Reading: Insider’s Guide Chapter 5 “Graduate School.”
• Due: Information Interview 2

3/10: Applying for Graduate Programs
• Reading: Building Your Career Chapter 7 “How Will I Advance My Career?”
• Due: Journal Entry 5

3/12: Resumes and Cover Letter Development
• Reading: Insider’s Guide Chapter 6 “Getting Real-World Psychology Related Experience.”

3/24: Obtaining Internships *Guest Speaker
• Reading: None

3/26: Internships Site Panel
• Reading: Building Your Career Chapter 8 “Am I the Best Candidate?”

3/31: Interviewing
• Reading: Insider’s Guide Chapter 4 “What Jobs Can You Attain with a Bachelor’s Degree in Psychology?”
• Due: Completed Resume

4/7: Finding a Job *Guest Speaker
• Due: Choose Your Own Adventures (2 due)
4/9:  *Creating an Action Plan*
   - **Reading:** Building Your Career Chapter 6 “How Can I prepare for the Future Workplace?”
   - **Due:** Personal Commercial at a Career/Networking Event

4/14:  *World of Work & Preparation*
   - **Reading:** TBA
   - **Due:** Journal Entry 6

4/16:  *Negotiating and Evaluating Offers and Programs*
   - **Reading:** Building Your Career Chapter 9 “Where Do I Go From Here?”
   - **Due:** Action Plan

4/21:  *Where Do I Go From Here? *Panel of Previous Psych 2389 students*
   - **Reading:** None

4/23:  *Class Reflection*
   - **Reading:** None
   - **Due:** Career Exploration Summary