Department:

Business

Course Description:

This course provides the opportunity to tour businesses. Owners or managers will host students and explain their business operations.

Course Competencies:

Upon completion of the course, the student should be able to:

1. Describe common working environments and ergonomics in area businesses.
2. Describe technology trends in area businesses.
3. Explain common benefits offered to employees by area businesses.
4. Describe and evaluate career opportunities offered by area businesses.

Course Content:

This course will consist of visiting at least four area businesses.

Learning Assessment:

Course competencies will be assessed by use of summary/reaction papers.

Instructional Materials:

Required format for summary/reaction papers will be provided by the instructor.

Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students must complete the “Disabilities Self-Identification Form” at this link: https://highlandcc.edu/pages/disability-services.

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.