

MODULE HANDBOOK

Modul Name	Career Development
Module Level	Bachelor
Abbreviation, if Applicable	3074112065
Sub-heading, if Applicable	-
Course included in the module, if applicable	-
Semester/term	6 th / Third year
Modul coordinator(s)	Prof. Dr. Suyatno, M.Si. (C1), Prof. Dr. Titik taufikurohmah, M.Si.. (C1), Dr. Muchlis, Rusly Hidayah, S.Si., M.Pd. (C1)
Lecturer(s)	Prof. Dr. Suyatno, M.Si. (C1), Prof. Dr. Titik taufikurohmah, M.Si.. (C1), Dr. Muchlis, Rusly Hidayah, S.Si., M.Pd. (C1)
Language	Indonesian Language
Classification within the curriculum	Elective Course
Teaching format/class hours per week during the semester	2 hours lectures (50 min / hour)
Workload	2 x 50 minutes lectures, 2 x 60 minutes structured activity, 2 x 60 minutes individual activity, 14 weeks per semester, 79,33 total hours per semester ~ 3.18 ECTS**
Credit point	2 CU x 1.59 = 3.18 ECTS
Requirement	No requirement
Learning Outcomes	<p>General Competence (knowledge): Student can conclude the soft skills, both intrapersonal skills (transforming characters, transforming beliefs, change management, stress management, time management, creative thinking processes, goal setting & life purpose, accelerated learning techniques) and interpersonal skills (communication skills, relationship building, motivation skills, leadership skills, self-marketing skills, negotiation skills) needed to solve problems and pursue a career in the world of work.</p> <p>Spesific Competence : At the end of the lecture, students can conclude Student can conclude the soft skills, both intrapersonal skills (transforming characters, transforming beliefs, change management, stress management, time management, creative thinking processes, goal setting & life purpose, accelerated learning techniques) and interpersonal skills (communication skills, relationship building, motivation skills, leadership skills, self-marketing skills, negotiation skills) needed to solve problems and pursue a career</p>

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Content	Soft skills, both intrapersonal skills (transforming characters, transforming beliefs, change management, stress management, time management, creative thinking processes, goal setting & life purpose, accelerated learning techniques) and interpersonal skills (communication skills, relationship building, motivation skills, leadership skills, self-marketing skills, negotiation skills) needed to solve problems and pursue a career in the world of work.										
Study/exam achievements	Students are considered to complete the course and pass if they obtain at least 40% of maximum final grade. The final grade (NA) is calculated based on the following ratio: <table border="1" data-bbox="630 688 1430 926"> <thead> <tr> <th>Assessment Components</th> <th>Percentage of contribution</th> </tr> </thead> <tbody> <tr> <td>Participation</td> <td>20%</td> </tr> <tr> <td>Assignment</td> <td>30%</td> </tr> <tr> <td>Mid-semester test</td> <td>20%</td> </tr> <tr> <td>Final semester test</td> <td>30%</td> </tr> </tbody> </table>	Assessment Components	Percentage of contribution	Participation	20%	Assignment	30%	Mid-semester test	20%	Final semester test	30%
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Assignment	30%										
Mid-semester test	20%										
Final semester test	30%										
Forms of media	Computer, LCD, White board										
Learning Methods	Lectures, discussion, , case study, problem solving, assignment										
Literatur	<ol style="list-style-type: none"> Prijosaksono, A.M.M. (2005). <i>The Power of Transformation</i>. Jakarta: Elex Media Komputindo. Rivai, V., Bachtiar, Amar, B.R. (2013). <i>Leader and Leadership in Organization</i>. 1st Edition. Jakarta: Raja Grafindo Persada. Sailah, I. (2008). <i>Softskill Development at Higher Education</i>. Jakarta: Dirjendikti. Suyatno, Taufikurohmah, T., Muchlis, Hidayah, R. (2019). <i>Career Development</i>. Surabaya: Unesa University Press. Yanita, S. (2013). <i>Tips for Fostering Motivation and Confidence to Achieve Success</i>. Jakarta: Brilliant Books. 										
Notes:	<p>*1 CU in learning process = three periods consist of: (a) scheduled instruction in a classroom or laboratory (50 minutes); (b) structured activity (60 minutes); and (c) individual activity (60 minutes) according to the Regulation of Indonesia Ministry of Research, Technology, and Higher Education No. 44 Year 2015 jo. The Regulation of Indonesia Ministry of Research, Technology, and Higher Education No. 50 Year 2018.</p> <p>**1 CU = 1,59 ECTS according to Rector Decree Of Universitas Negeri Surabaya No. 598/Un38/Hk/Ak/2019</p>										