

## Module Handbook

Module Name	Career Development
Module level	Bachelor
Abbreviation, if applicable	3034112060
Sub-heading, if applicable	-
Course included in the module, if applicable	-
Semester/term	6rd/ Third year
Module 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 courses
Teaching format/class hours per week during the semester:	2 hours lectures (50 min / hour)
Workload:	2 hours lecture, 2 hours structured activities, 2 hours individual activities, 14
Credit points:	week a semester, and total 84 hours a semester ~2.8 ECTS *
Prerequisites course(s):	2 SCU
Targeted learning outcomes:	<p><b>General Competence (knowledge):</b> Student can conclude the soft skills, both intrapersonal skills (transforming characters, transforming beliefs, change management, stress management, time management, creative thinking processes, goal setting &amp; 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. Learning is carried out using the method of discussion, presentation, and case studies.</p> <p><b>Spesific Competence :</b> 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 &amp; life purpose, accelerated learning techniques) and interpersonal skills (communication skills, relationship building, motivation</p>

	skills, leadership skills, self-marketing skills, negotiation skills) needed to solve problems and pursue a career in the world of work. Learning is carried out using the method of discussion, presentation, and case studies.
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. Learning is carried out using the method of discussion, presentation, and case studies
Study / exam achievements:	<p>Students are considered to be competent and pass if at least get 55</p> <p>Final score is calculated as follows: 20% Participation + 30% Assignment + 20% Midle Exam + 30% Final Exam</p> <p>middle exam (UTS)&amp; 30% final exam (UAS)</p> <p>Table index of graduation</p> <ul style="list-style-type: none"> <li>• 0 - 39,999 E,</li> <li>• 40 - 54,999 D,</li> <li>• 55 - 59,999 C,</li> <li>• 60 - 64,999 C+,</li> <li>• 65 - 69,999 B-,</li> <li>• 70 - 74,999 B,</li> <li>• 75 - 79,999 B+,</li> <li>• 80 - 84,999 A-,</li> <li>• 85 - 100, A</li> </ul>
Media:	Computer, LCD, White board
Learning Methods	Lectures, discussion, assignment
Literature:	<ol style="list-style-type: none"> <li>1. Prijosaksono, A.M.M. (2005). <i>The Power of Transformation</i>. Jakarta: Elex Media Komputindo.</li> <li>2. Rivai, V., Bachtiar, Amar, B.R. (2013). <i>Pemimpin dan Kepemimpinan dalam Organisasi</i>. Cetakan I. Jakarta: Raja Grafindo Persada.</li> <li>3. Sailah, I. (2008). <i>Pengembangan Softskill di Perguruan Tinggi</i>. Jakarta: Dirjendikti.</li> <li>4. Suyatno, Taufikurohmah, T., Muchlis, Hidayah, R. (2019). <i>Pengembangan Karir</i>. Surabaya: Unesa University Press.</li> <li>5. Yuanita, S. (2013). <i>Tip Menumbuhkan Motivasi dan</i></li> </ol>

	<i>Percaya Diri untuk Meraih Kesuksesan.</i> Jakarta: Brilliant Books.
Note:	<ol style="list-style-type: none"> <li>1. This course is divided into two parallel classes with the materials and ingredients but given the same test in the same time with same lecturers.</li> <li>2. This course is a deepening of the main matter contained in the Organic Chemistry I and Organic Chemistry II.</li> </ol> <p>*Total ECTS = {(total hours workload x 50 min) / 60 min} / 25 hours</p> <p><b>Each ECTS is equals with 25 hours</b></p>