WE 298 ABCD: Occupational Work Experience

WE 299 ABC: General Work Experience

Work Experience Education (Work Experience 298-9 ABCD) offers students the opportunity to earn college credit while working, whether paid or volunteer. Personalized learning objectives are developed in cooperation with work supervisors and college instructor. Students must be enrolled in a minimum of 7 units, including Work Experience, and already have a job, paid or volunteer.

There are no on-campus attendance requirements. Because this is an online course, you must access the course at least once a week to stay up to date with discussions and assignments. Be prepared for this participatory type of online course that unfolds week-by-week, and know in advance that it is not a correspondence or self-paced course. Students who do not access and participate in the course at least once a week, will not receive a passing grade. Distance education is not easier than a traditional face-to-face course; the content is just presented in a different modality. For success in this course, be sure you have both the time and the technology to undertake it, as well as working at your job.

You must have access to a reliable computer and a functioning Internet connection. You should also have a backup plan should your system or your Internet provider fail you. Since we will be using the Moodle learning management system, you must at least have a basic understanding of how to navigate the Internet and communicate online.

Once you have officially enrolled in Work Experience, you are required to be present in the Moodle course room no later than January 18, 2013, the end of the first week of classes. Login to access the MyCOM Portal then choose the Distance Education Tab. From there, you have direct access to your online courses in Moodle. Remember, you must login to the MyCOM Portal to get to Moodle.

There will be an optional face-to-face orientation sessions on Tuesday, January 15th at 4 PM in FH 120 on the Kentfield campus and on Thursday, January 17th at 4 PM in MW 216 on the Indian Valley Campus.

If you are on the wait list or need to add the course, you must email me, Dr. Sandy Boyd, as soon as possible to request an add code. Please include your full name, the title and section number of the class you wish to add, and your COM Student ID in your email. Please put WE in the subject line.

I look forward to learning with you!

**Occupational Work Experience**

WE 298A 1 Unit
WE 298B 2 Units
WE 298C 3 Units
WE 298D 4 Units

**General Work Experience**

WE 299A 1 Unit
WE 299B 2 Units
WE 299C 3 Units