Clackamas Community College

Online Course/Outline Submission System

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Section #1 General Course Information

Department: Energy & Utility Resource Management

Submitter

First Name: Shelly
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Course Prefix and Number: UT - 219

 # Credits: 2

Contact hours

Lecture (# of hours): 22
Lec/lab (# of hours):
Lab (# of hours):
Total course hours: 22

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Utility Train the Trainer

Course Description:

A basic and intermediate course designed for those with little or no previous training in classroom instruction, design, delivery, and evaluation. Focus on the utility community of practice.

Type of Course: Career Technical Supplementary

Can this course be repeated for credit in a degree?

No

What is the target audience/industry for this class?

PGE employees.

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: No

When do you plan to offer this course?

✓ Not every term

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

No

Will this course appear in the schedule?

No

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. recognize the importance of considering the participants and their training needs, including the different learning styles and adult learning principles;
2. write outcomes and evaluate whether these outcomes have been met or not,
3. develop an effective training style using the training aids and techniques that are appropriate,
4. explain the importance of an instruction guide to help an instructor prepare and deliver effectively and consistently.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Different learning styles of students.
2. Create a course outline.
3. Presentation techniques.
4. Practicing in the class.
5. Microsoft PowerPoint basics.

Does the content of this class relate to job skills in any of the following areas:

1. Increased energy efficiency	**No**
2. Produce renewable energy	**No**
3. Prevent environmental degradation	**No**
4. Clean up natural environment	**No**
5. Supports green services	**No**

Percent of course: 0%

First term to be offered:

Next available term after approval
: