SALESMANSHIP & JOB SEARCH II
Course Syllabus

Course Number: BARB-1234C
OCAS Code: None
Course Length: 25 Hours
Career Cluster: Human Services
Career Pathway: Personal Care Services
Career Major(s): Barber

Pre-requisite(s):
Course Description: Students will explore jobs and prepare materials to complete the job search such as resumes and applications. Students will also develop interviewing techniques.

Textbooks:

Course Objectives: A. Develop Job Search Skills
1. List three common wage structures and the characteristics of each.\(^1\)
2. Develop a resume with cover letter and a portfolio.\(^1\)
3. Complete a job application.\(^1\)
4. Explain the quality behaviors that should be demonstrated during an interview.\(^1\)
5. List legal aspects of interviews that should be considered.\(^1\)

\(^1\) Oklahoma State Barber Board Objective
\(^2\) ODCTE Objective
All unmarked objectives are TTC instructor developed.

Teaching Methods: The class will primarily be taught by the lecture and demonstration method and supported by various media materials to address various learning styles. There will be question and answer sessions over material covered in lecture and media presentations. Supervised lab time is provided for students to complete required projects.

Grading Procedures: 1. Students are graded on theory and shop practice and performance.
2. Each course must be passed with seventy (70%) percent or better.
3. Grading scale: A=90-100%, B=80-89%, C=70-79%, D=60-69%, F=50-59%.

Description of Classroom, Laboratories, and Equipment: Tulsa Technology Center campuses are owned and operated by Tulsa Technology Center School District No. 18. All programs provide students the opportunity to work with professionally certified instructors in modern, well-equipped facilities.
Available Certifications/College Credit: The student may be eligible to take state, national or industry exam after completion of the program. College credit may be issued from Oklahoma State University-Okmulgee or Tulsa Community College. See program counselor for additional information.

College Credit Eligibility: The student must maintain a grade point average of 2.0 or better.