

# GEN-1010: PERSONAL DEVELOPMENT

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## Cuyahoga Community College

**Viewing: GEN-1010 : Personal Development**

**Board of Trustees:**

June 2023

**Academic Term:**

Fall 2023

**Subject Code**

GEN - General Studies

**Course Number:**

1010

**Title:**

Personal Development

**Catalog Description:**

Experience-based course designed to explore identity, strengths, values, goals, time-management and decision-making strategies, and resources. Focus placed on structured activities and self-assessments which foster healthy self-esteem, positive thinking, motivation, self-awareness, empathy, and communication skills in a group setting.

**Credit Hour(s):**

2

**Lecture Hour(s):**

2

**Lab Hour(s):**

0

**Other Hour(s):**

0

## Requisites

**Prerequisite and Corequisite**

None.

## Outcomes

**Course Outcome(s):**

Increase personal development skills and self-awareness in terms of understanding and clarifying individual strengths, identity, values, and characteristics of success.

**Essential Learning Outcome Mapping:**

Cultural Sensitivity: Demonstrate sensitivity to the beliefs, views, values, and practices of cultures within and beyond the United States.

Written Communication: Demonstrate effective written communication for an intended audience that follows genre/disciplinary conventions that reflect clarity, organization, and editing skills.

**Objective(s):**

- a. Clarify and identify personal and career goals through various self-assessment.
  - b. Increase awareness of strengths by enhancing self-esteem, motivation, and communication skills.
  - c. Develop insights and understanding of individual, relational, and collective identity and discuss how culture and gender shape identity.
  - d. Identify characteristics of personal success to promote greater understanding of self and the social world.
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**Course Outcome(s):**

Increase motivation and self-discipline and improve stress and anger management skills for personal goal attainment.

**Essential Learning Outcome Mapping:**

Information Literacy: Acquire, evaluate, and use information from credible sources in order to meet information needs for a specific research purpose.

**Objective(s):**

- a. Discuss intrinsic and extrinsic motivation and personal needs based on self-assessments.
  - b. Recognize emotional triggers of anger and stress, and develop effective strategies and tools for managing difficult emotions.
  - c. Clarify and identify personal and career goals through inventories, group discussions, and SMART goal setting exercise.
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**Course Outcome(s):**

Foster healthy self-esteem, self-efficacy, self-expectancy, effective coping skills, and social support systems.

**Essential Learning Outcome Mapping:**

Written Communication: Demonstrate effective written communication for an intended audience that follows genre/disciplinary conventions that reflect clarity, organization, and editing skills.

**Objective(s):**

- a. Define self-esteem and develop strategies to enhance perception of self.
  - b. Examine self-expectancy through the exploration of accomplishments, abilities, and personal goals.
  - c. Develop techniques to manage criticism through increased awareness and recognizing perceptions of others.
  - d. Identify social support systems in place to increase self-acceptance and nurture positive view of self.
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**Course Outcome(s):**

Cultivate optimism and positive thinking that contribute to overall well-being through examination of thinking styles, negative and positive self-talk, and self-defeating behaviors and attitudes.

**Essential Learning Outcome Mapping:**

Oral Communication: Demonstrate effective verbal and nonverbal communication for an intended audience that is clear, organized, and delivered effectively following the standard conventions of that language.

Written Communication: Demonstrate effective written communication for an intended audience that follows genre/disciplinary conventions that reflect clarity, organization, and editing skills.

**Objective(s):**

- a. Understand the power of positive thinking and attitudes and impact on success through completion of assessments and group discussions.
  - b. Assess personal thinking style and develop strategies to dispute negative and distorted thinking and self-defeating attitudes.
  - c. Nurture appreciation and gratitude and increase levels of happiness through journaling.
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**Course Outcome(s):**

Develop effective time management, financial literacy, and decision-making skills.

**Essential Learning Outcome Mapping:**

Information Literacy: Acquire, evaluate, and use information from credible sources in order to meet information needs for a specific research purpose.

Written Communication: Demonstrate effective written communication for an intended audience that follows genre/disciplinary conventions that reflect clarity, organization, and editing skills.

**Objective(s):**

- a. Enhance time-management skills through completion of a Master Calendar, time-demand survey and other time monitoring activities.
- b. Setting priorities and tackle procrastination to accomplish goals through examination of current behaviors and habits.
- c. Develop effective money management habits through a budgeting worksheet, discussions, and other activities.

- d. Recognize the decision-making process and its impact on career and life choices based on increased critical thinking skills and knowledge of self through group discussions, assessments or/and activities.

**Course Outcome(s):**

Enhance communication skills, interpersonal relationships, and emotional intelligence and increase understanding of empathy as it related to diverse populations.

**Essential Learning Outcome Mapping:**

Oral Communication: Demonstrate effective verbal and nonverbal communication for an intended audience that is clear, organized, and delivered effectively following the standard conventions of that language.

Cultural Sensitivity: Demonstrate sensitivity to the beliefs, views, values, and practices of cultures within and beyond the United States.

**Objective(s):**

- a. Clarify the meaning of empathy and its impact of forming healthy relationships with others and enrich society.
- b. Demonstrate the ability to understand and appreciate differing attitudes, beliefs, and values of others, through discussions of cultural experiences and diversity activities.
- c. Develop effective communication skills, which build mutually supportive and healthy relationships.

**Methods of Evaluation:**

- a. Classroom participation
- b. Oral presentation
- c. Assignments
- d. Assessments/inventories
- e. Group discussions
- f. Reflections
- g. Journal
- h. Exams

**Course Content Outline:**

- a. **Psychology and success**
  - i. Ingredients of success
  - ii. Understanding psychology
  - iii. Inner self
  - iv. Social world
  - v. Identity
- b. **Self-awareness**
  - i. Developing self-awareness
  - ii. Defining your dreams
  - iii. Values clarification
  - iv. Discovering strengths
  - v. Personality
  - vi. Multiple intelligence
  - vii. Skills, interests, and careers
- c. **Goals and obstacles**
  - i. SMART goal setting
  - ii. Overcoming obstacles
  - iii. Stress management
  - iv. Anger management
- d. **Self-esteem**
  - i. Understanding self-esteem
  - ii. Social support
  - iii. Self-expectancy
  - iv. Personal accomplishments
  - v. Coping skills

- vi. Criticism and self-esteem
- vii. Negative self-talk
- e. **Positive thinking**
  - i. Cultivating optimism
  - ii. Positive habits
  - iii. Excessive worry
  - iv. Thinking style and health
  - v. ABC Model
  - vi. Self-defeating attitudes and thinking
- f. **Self-discipline**
  - i. Personal control
  - ii. Positive changes
  - iii. Conquering bad habits
  - iv. Disciplined and critical thinking
  - v. Decision making process
- g. **Self-motivation**
  - i. Understanding motivation and emotions
  - ii. Overcoming fears
  - iii. Visualizing success
- h. **Managing personal resources**
  - i. Time management strategies
  - ii. Tackling procrastination
  - iii. Financial management
  - iv. Maximizing resources
- i. **Communication and relationships**
  - i. Effective communication skills
  - ii. Non-verbal communication
  - iii. Healthy relationships
  - iv. Understanding diversity
  - v. Developing empathy
  - vi. Emotional intelligence

## Resources

Waitley, D. (2024) *Psychology of Success: Maximizing Fulfillment in Your Career and Life*, New York, NY: McGraw-Hill Co., Inc.

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Waitley, D. (2024) *Psychology of Success: Maximizing Fulfillment in Your Career and Life: CONNECT ACCESS CARD. 7th ed.*, New York, NY: McGraw-Hill Co., Inc.

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Downing, S and Brennan, J . (2020) *On Course: Strategies for Creating Success in College, Career, and Life, 9th ed.*, Boston, MA: Wadsworth, Cengage Learning.

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## Resources Other

- a. [www.highered.mcgraw-hill.com](http://www.highered.mcgraw-hill.com/) (<http://www.highered.mcgraw-hill.com/>)
- b. [www.oncourseworkshop.com](http://www.oncourseworkshop.com) (<http://www.oncourseworkshop.com/>)
- c. [www.cengage.com](http://www.cengage.com) (<http://www.cengage.com>)
- d. [www.viacharacter.org](http://www.viacharacter.org) (<http://www.viacharacter.org>)
- e. [www.lifevaluesinventory.org](http://www.lifevaluesinventory.org) (<http://www.lifevaluesinventory.org>)
- f. [www.apa.org](http://www.apa.org) (<http://www.apa.org>)

Supplemental resources may include books, web sites, journals, articles, videos, software computer programs, and guest speakers as deemed appropriate.

Key: 2078