

## CSP Course Descriptions 2023-2024

Fall Semester start Date: August 11, 2023

Spring Semester start date: January 12, 2024

Fall Semester end Date: December 16, 2023

Spring Semester end date: May 25, 2024

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>9:00-11:30 AM</b>	Job Skills	Intermediate Computers	Job Skills	Intermediate Computers	Living More Independently
<b>12:30-3:00 PM</b>	Social Skills	Self Advocacy	Social Skills	Self Advocacy	

### Course Descriptions

#### **Job Skills**

This course is intended to assist students in establishing a realistic occupational goal and explore resources for seeking employment in a chosen occupational. This course will also introduce students to effective job interview preparation, technique and attire. This course is intended to prepare students for successful employment by introducing them to appropriate on-the-job behavior, communication, attitude and work ethics. Students will also be introduced to the importance of workplace safety and customer service.

#### **Social Skills**

This course is designed to provide students with an overview of foundational social skills and conflict management at home, school, work, and in the community, as well as their personal life using a variety of basic skills.

#### **Intermediate Computers**

Designed for students interested in developing introductory skills on the use of presentation software and entry level data entry. Topics include training on the use of PowerPoint slide presentation software and basic spreadsheet software for data entry skill development. Designed for students interested in increasing their basic knowledge of word processing and training in the use of the Internet and operation of e-mail accounts.

#### **Self Advocacy**

This course provides students with the knowledge and resources to make decisions and communicate needs for determining life and vocational paths. Students will examine personal strengths and skills to

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successfully advocate for life or vocational goals, in addition exploration into areas of disability and adaptive skills to mitigate personal challenges.

### **Living More Independently**

This course is designed to help students to learn about the responsibilities of maintaining a home. Students will be presented with strategies for cooperative living and problem solving, identifying needs and safety. Topics will include the advantages and disadvantages of various living options as well as exploring the process of choosing and renting an apartment.