

# SEE2000: PROFESSIONAL DEVELOPMENT I

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## Effective Term

Semester A 2025/26

## Part I Course Overview

### Course Title

Professional Development I

### Subject Code

SEE - School of Energy and Environment

### Course Number

2000

### Academic Unit

School of Energy and Environment (E2)

### College/School

School of Energy and Environment (E2)

### Course Duration

Non-standard Duration

### Other Course Duration

Students are required to attend training workshops.

### Credit Units

0

### Level

B1, B2, B3, B4 - Bachelor's Degree

### Medium of Instruction

English

### Medium of Assessment

English

### Prerequisites

Nil

### Precursors

Nil

### Equivalent Courses

Nil

### Exclusive Courses

Nil

## Part II Course Details

### Abstract

This course is designed to prepare students for their co-curricular experience related to energy, environment or sustainability. Students are required to attend career training workshops in order to pass the course. Upon successful completion of the course, students will have developed a range of skills to enhance their employability. This course is a prerequisite of SEE4000 Professional Development II.

For students pursuing the INSPIRE stream, additional training workshops on entrepreneurship will be provided so that they are able to develop an innovative mindset while gaining familiarity with the procedures involved in business development.

### Course Intended Learning Outcomes (CILOs)

| CILOs |                                                                                                         | Weighting (if app.) | DEC-A1 | DEC-A2 | DEC-A3 |
|-------|---------------------------------------------------------------------------------------------------------|---------------------|--------|--------|--------|
| 1     | Recognize the importance of non-technical, soft skills and professionalism in work environment          |                     | x      | x      |        |
| 2     | Identify and prioritize key factors in planning one's career directions                                 |                     | x      | x      |        |
| 3     | Apply the knowledge and skills to write winning CVs and perform well in interviews                      |                     |        | x      |        |
| 4     | Develop an innovative mindset and gain familiarity with the procedures involved in business development |                     | x      | x      |        |

#### A1: Attitude

Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.

#### A2: Ability

Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to real-life problems.

#### A3: Accomplishments

Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.

### Learning and Teaching Activities (LTAs)

| LTAs |           | Brief Description                                                                    | CILO No. | Hours/week (if applicable) |
|------|-----------|--------------------------------------------------------------------------------------|----------|----------------------------|
| 1    | Workshops | Students will attend training workshops on topics in relation to career development. | 1, 2, 3  |                            |
| 2    | Workshops | INSPIRE students will attend training workshops on entrepreneurship.                 | 4        |                            |

### Assessment Tasks / Activities (ATs)

|   | ATs        | CILO No.   | Weighting (%) | Remarks ("-" for nil entry) | Allow Use of GenAI? |
|---|------------|------------|---------------|-----------------------------|---------------------|
| 1 | Attendance | 1, 2, 3, 4 | 100           | -                           | Yes                 |

**Continuous Assessment (%)**

100

**Examination (%)**

0

**Minimum Continuous Assessment Passing Requirement (%)**

30

**Additional Information for ATs**

CILO No. 4 is for INSPIRE students only. Examination duration: N/A Percentage of continuous assessment, examination, etc.: 100% by continuous assessment To pass a course, a student must do ALL of the following: 1) obtain at least 30% of the total marks allocated towards continuous assessment (combination of assignments, pop quizzes, term paper, lab reports and/ or quiz, if applicable); 2) obtain at least 30% of the total marks allocated towards final examination (if applicable); and 3) meet the criteria listed in the section on Assessment Rubrics.

**Assessment Rubrics (AR)****Assessment Task**

Attendance

**Criterion**

Attend training workshops

**Pass (P)**

Satisfactory

**Failure (F)**

Unsatisfactory

## Part III Other Information

**Keyword Syllabus**

Employability, professionalism, career planning

**Reading List****Compulsory Readings**

|   | Title |
|---|-------|
| 1 | Nil   |

**Additional Readings**

|   | Title                                                                                                                                               |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Bosman, L., & Fernhaber, S. (2018). Teaching the Entrepreneurial Mindset to Engineers (1st ed. 2018. ed.). Cham: Springer International Publishing. |
| 2 | Neugebauer, J., & Evans-Brain, J. (2016). Employability: Making the Most of Your Career Development. SAGE Publications.                             |