

- A. Students learn skills in the classroom that need to be honed in a real life setting. The cooperative education experience affords the student the opportunity to practice these skills in a professional setting with an experienced professional mentoring them. Students create personal goals related to their interests and strengths which they work to achieve in the cooperative education component. The student gains hands on experience as well as contacts in the food and beverage industry.
- B. This course consists of 135 hours in the Food and Beverage industry.
- C. This course may transfer as a Food and Beverage Management elective.

IV. Place of Course in College Curriculum

- A. Free Elective
- B. This course fulfills a requirement for the A.A.S. Food and Beverage Management Program.
- C. Course transferability; for New Jersey schools go to the NJ Transfer website, www.njtransfer.org. For all other colleges and universities go their individual websites.

V. Outline of Course Content

- A. Outside Work Experience
 - 1. Work in a Food and Beverage related establishment
 - a. Create personal goals related to work experience
 - b. Perform duties in a professional manner
- B. Meet bi-weekly with program coordinator
 - 1. Create and submit a resume
 - 2. Complete worksheets at the end of each lecture
 - 3. Submit Final Paper on Work Experience

VI. General Education and Course Learning Outcomes

A. General Educational Learning Outcomes:

At the completion of the course, students will

- 1. Produce a final report on their employment experience. (GE-NJ 1)

B. Course Learning Outcomes:

Students will be able to:

1. Demonstrate professionalism, such as arriving on time, presenting a professional appearance, conducting oneself in a professional manner, in the food and beverage management workplace.
2. Demonstrate the achievement of individual goals established by the student under the guidance of the coordinator.

C Assessment Instruments

- A. Completion of work hours
- B. Final paper
- C. Monthly contact with coop coordinator

VII. Grade Determinants

- A. completion of assigned hours
- B. final paper
- C. progress report from worksite
- D. submission of required documentation

Modes of teaching and learning:

- A. On-the-job training, observation, participation and experience
- B. Independent study
- C. Meetings
- D. Regular communication with co-op coordinator

X. Texts and Materials

- A. Determined by student's specific work site.

(Please Note: The course outline is intended only as a guide to course content and resources. Do not purchase textbooks based on this outline. The RVCC Bookstore is the sole resource for the most up-to-date information about textbooks.)

XI. Resources

This course will take place off-campus, at the workplace, and no special RVCC resources will be required.