Western Technical College

10317167  Work Ethics for the Food Industry

Course Outcome Summary

Course Information

Description  Work ethics is designed to explore the ideals and attitudes critical to job success in the service field, and to prepare students to obtain and maintain gainful employment as a valued team member. Students will be involved in practical activities and a mentoring program.

Career Cluster  Hospitality and Tourism

Instructional Level  Associate Degree Courses

Total Credits  1.00

Core Abilities

1.  Demonstrate ability to think critically.

2.  Demonstrate ability to value self and work ethically with others in a diverse population.

3.  Transfer social and natural science theories into practical applications.

4.  Use effective communication skills.

Course Competencies

1.  Point out components of work ethics and their relevance to career success.

   Assessment Strategies
   1.1.  Written Product
   1.2.  Classroom Discussion

   Learning Objectives
   1.a.  Define work ethics.
   1.b.  Explore the importance of work ethics in the workplace.
   1.c.  Produce a list of the key components of work ethics.
   1.d.  Ascertain important employee characteristics that employers are seeking.
   1.e.  Illustrate the importance of work ethics as compared to subject matter knowledge and technical skills.

2.  Demonstrate initiative, dependability, and responsibility in the classroom as well as the
workplace.

Assessment Strategies
2.1. Written Product
2.2. Performance
2.3. Observation

Learning Objectives
2.a. Complete the employability skills assessment.
2.b. Conduct yourself in a responsible manner in school and in the workplace.
2.c. Complete the interpersonal skills questionnaire.
2.d. Describe how interpersonal skills differ among various ethnic cultures.
2.e. Show initiative.
2.f. Select careers that require initiative.

3. **Integrate positive work habits and attitudes into your professional development.**

Assessment Strategies
3.1. Performance
3.2. Self Assessment

Learning Objectives
3.a. Acknowledge positive work habits and attitudes.
3.b. Adopt appropriate personal hygiene, grooming, and professional attire for work situations.
3.c. Be willing to practice positive work habits and attitudes in the classroom and on the job.
3.d. Alter behavior to correct negative work habits and attitudes.
3.e. Desire to develop a mature, positive attitude in negative situations.

4. **Create materials necessary to ethically procure employment.**

Assessment Strategies
4.1. Written Product
4.2. Portfolio
4.3. Scenario Response

Learning Objectives
4.a. Develop ethical guidelines for building a resume.
4.b. Create a resume and cover letter that exhibit correct and appropriate grammar, punctuation, spelling, syntax and word usage.
4.c. Produce articles for an employment portfolio.
4.d. Employ a job hunting routine that addresses the issue of resume, cover letter, phone calls, and follow up letters.
4.e. Complete a job application that is accurate and honestly represents information.
4.f. Project a positive and competent image through effective communication as well as appropriate grooming and personal hygiene.

5. **Predict the impact of unethical behavior on a food service establishment.**

Assessment Strategies
5.1. Written Product

Learning Objectives
5.a. Explore the consequences of unethical procedures and practices in a food service facility.
5.b. Produce a system for evaluating ethical practices in the workplace.
5.c. Illustrate how unethical procedures and practices can affect the bottom line in a food service facility.
5.d. Examine how ethics and morale are interrelated.

6. **Assume responsibility for correcting perceived deficiencies in personal work ethics and attitudes.**

Assessment Strategies
6.1. Demonstration
6.2. On-the-job Performance

Learning Objectives
6.a. Acknowledge deficiencies in personal work ethic and attitudes.
6.b. Explain plans to correct deficiencies in personal work ethic and attitudes.
6.c. Change behavior to improve work ethic and attitudes.
6.d. Assume responsibility for actions in the classroom and at work.