

**Course Description**

In today’s culture of work, every employee needs to be knowledgeable about current trends and issues in the workplace. Students explore emerging issues facing employees in today’s technology-driven workplace and investigate the realities of social networking, diversity in the workplace, and work mobility.

**General Education Theme Area(s)**

This is a General Education course that supports learning in the following theme area(s): Social and Cultural Understanding

**Relationship to Essential Employability Skills**

This course contributes to your program by helping you achieve the following Essential Employability Skills:

- **EES 1** Communicate clearly, concisely and correctly in the written, spoken and visual form that fulfills the purpose and meets the needs of the audience. (A)
- **EES 2** Respond to written, spoken or visual messages in a manner that ensures effective communication. (A)
- **EES 6** Locate, select, organize and document information using appropriate technology and information systems. (A)
- **EES 7** Analyze, evaluate and apply relevant information from a variety of sources. (A)
- **EES 8** Show respect for diverse opinions, values, belief systems and contributions of others. (A)
- **EES 10** Manage the use of time and other resources to complete projects. (A)
When you have earned credit for this course, you will have demonstrated the ability to:

1.) **Identify and discuss the factors that impact workplace corporate culture.**
   - Identify traditional and non-traditional organizational structures.
   - Describe the impact of technology and globalization on the workplace.
   - Explore the meaning of workplace culture and discuss how it is created and/or changed.
   - Describe union and non-unionized work environments by listing their respective benefits and challenges.
   - Discuss the impact of small business as a leading sector in the economy on the workplace.

2.) **Discuss the role of sustainability in today's workplace.**
   - Describe the social issues of today's workforce and its social issues; such as social media, lifelong learning, holistic leadership and sustainable innovation.
   - Explain the relevancy of corporate social responsibility in today's workplace.

3.) **Explore current issues being faced by businesses and the emerging issues they will be challenged with in the future.**
   - Describe issues regarding control of information, including security and privacy.
   - Explain the influences of demographic factors on the social, cultural and economic diversity in the Canadian workplace.
   - Discuss the various aspects of a 24/7 business culture and its effect on the workplace.

### Evaluation/Earning Credit

The following list provides evidence of this course's learning achievements and the outcomes they validate:

- Discussion Forum (30%)
- Evaluation Assignment(s) (50%)
- Quiz(zes)/Test(s) (20%)

Validates Outcomes: CLR 1, CLR 2, CLR 3, EES 1, EES 2, EES 6, EES 8, EES 10
Students are expected to meet evaluation and completion deadlines as stated in course outline and course section information documents. In circumstances where evaluation and/or completion deadlines are missed or student performance has been affected by a temporary or permanent disability (including mental health), interim or retroactive accommodations may be considered. In such instances, please consult your course faculty member. For other situations where deferral of evaluations may be warranted, please refer to college policy AA21.

Learning Resources

- Brightspace
- Online resources (websites, blogs, videos etc.)
- Journal articles

Learning Activities

- Online readings and videos
- Online discussions
- Internet research

Prior Learning Assessment and Recognition

Students who wish to apply for prior learning assessment and recognition (PLAR) need to demonstrate competency at a post-secondary level in all of the course learning requirements outlined above. Evidence of learning achievement for PLAR candidates includes:

- Challenge Exam

Grade Scheme

<table>
<thead>
<tr>
<th>Final Grade</th>
<th>Mark Equivalent</th>
<th>Numeric Value</th>
<th>Final Grade</th>
<th>Mark Equivalent</th>
<th>Numeric Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>90% - 100%</td>
<td>4.0</td>
<td>A</td>
<td>85% - 89%</td>
<td>3.8</td>
</tr>
<tr>
<td>A</td>
<td>80% - 84%</td>
<td>3.6</td>
<td>B+</td>
<td>77% - 79%</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>73% - 76%</td>
<td>3.0</td>
<td>B-</td>
<td>70% - 72%</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>67% - 69%</td>
<td>2.3</td>
<td>C</td>
<td>63% - 66%</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>60% - 62%</td>
<td>1.7</td>
<td>D+</td>
<td>57% - 59%</td>
<td>1.4</td>
</tr>
<tr>
<td>D</td>
<td>53% - 56%</td>
<td>1.2</td>
<td>D-</td>
<td>50% - 52%</td>
<td>1.0</td>
</tr>
</tbody>
</table>
Students are required to respect the confidentiality of employer, client and/or patient information, interactions, and practices that occur either on Algonquin College premises, or at an affiliated clinical/field/co-op placement site. Concerns regarding clients, patients, and/or employer practices are to be brought to the attention of the program coordinator, or designated field/clinical/co-op placement supervisor so that they may be resolved collaboratively. Such concerns are not to be raised publically either verbally, in writing, or in electronic forums. These matters are to be addressed through established program communication pathways.

Course Related Information

Please refer to the Course Section Information (CSI) / weekly schedule for specific course-related information as provided by your professor.

College Related Information

Email
Algonquin College provides all full-time students with an e-mail account. This is the address that will be used when the College, your professors, or your fellow students communicate important information about your program or course events. It is your responsibility to ensure that you know how to send and receive e-mail using your Algonquin account and to check it regularly.

Students with Disabilities
If you are a student with a disability, you are strongly encouraged to make an appointment at the Centre for Accessible Learning to identify your needs. Ideally, this should be done within the first month of your program, so that a Letter of Accommodation (LOA) can be provided to your professors. If you are a returning student, please ensure that professors are given a copy of your LOA each semester.

Retroactive Accommodations
Students are expected to meet evaluation and completion deadlines as stated in course outline and course section information documents. In circumstances where evaluation and/or completion deadlines are missed or student performance has been affected by a temporary or permanent disability (including mental health), interim or retroactive accommodations may be considered. In such instances, please consult your course faculty member. For other situations where deferral of evaluations may be warranted, please refer to college policy AA21.

Academic Integrity & Plagiarism
Adherence to acceptable standards of academic honesty is an important aspect of the learning process at Algonquin
College. Academic work submitted by a student is evaluated on the assumption that the work presented by the student is his or her own, unless designated otherwise. For further details consult Algonquin College Policies AA18: Academic Dishonesty and Discipline and AA20: Plagiarism

**Student Course Feedback**

It is Algonquin College's policy to give students the opportunity to share their course experience by completing a student course feedback survey for each course they take. For further details consult Algonquin College Policy AA25: Student Course Feedback

**Use of Mobile Devices in Class**

With the proliferation of small, personal mobile devices used for communications and data storage, Algonquin College believes there is a need to address their use during classes and examinations. During classes, the use of such devices is disruptive and disrespectful to others. During examinations, the use of such devices may facilitate cheating. For further details consult Algonquin College Policy AA32: Use of Mobile Devices in Class

**Transfer of Credit**

It is the student’s responsibility to retain course outlines for possible future use to support applications for transfer of credit to other educational institutions.

*Note: It is the student’s responsibility to refer to the Algonquin College Policies website for the most current information at http://www.algonquincollege.com/policies/

**Legend**

**Terms**

- ALO: Aboriginal Learning Outcome
- Apprenticeship LO: Apprenticeship Learning Outcome
- CLR: Course Learning Requirement
- DPLO: Degree Program Learning Outcome
- EES: Essential Employability Skill
- EOP: Element of Performance
- GELO: General Education Learning Outcome
- LO: Learning Outcome
- PC: Program Competency
- PLA: Prior Learning Assessment
- PLAR: Prior Learning Assessment and Recognition
- VLO: Vocational Learning Outcome

**Assessment Levels**

- T: Taught
- A: Assessed
- CP: Culminating Performance