

# POLYTECHNIC (POLY)

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## **POLY 120. Planning and Organizing**

Credits: 2

Typically Offered: FASPSU

This course will include what it takes to be successful in planning and organization within the workplace. Student will create workable plans that proactively establish priorities, appropriately allocate resources, identify and meet deadlines, and track the progress and related materials in a readily accessible and clear format.

## **POLY 121. Reliability**

Credits: 2

Typically Offered: FASPSU

This course will highlight the importance of understanding obligations, contracts, and deadlines. In addition, students will determine how actions and decisions have consequences that impact the workplace, resulting in either positive or negative results.

## **POLY 122. Problem Solving**

Credits: 2

Typically Offered: FASPSU

POLY 122 is a two-credit hour course designed to improve critical thinking and problem-solving skills. The course will utilize a variety of sources including articles and electronic resources, activities, collaborative learning, homework assignments, and projects. Students will learn how to apply these strategies to assist in identifying, analyzing and evaluating evidence.

## **POLY 123. Communication**

Credits: 2

Typically Offered: FASPSU

This course will cover the importance of effective communication including the idea delivery method, length of time needed to deliver the communication, clarity of the message, appropriate tone and word selection that is focused on the correct audience, and overall purpose.

## **POLY 124. Teamwork**

Credits: 2

Typically Offered: FASPSU

This course will examine the characteristics, formation, structure, and processes of teams. Students will have the opportunity to practice teamwork and explore skills required to create effective teams.

## **POLY 125. Culture and Community**

Credits: 2

Typically Offered: FASPSU

This course will highlight the importance of a sense of community and belonging within a workplace. While examining differences in people, students will recognize the near-term and long-term effects that actions and attitudes can have on productivity, morale and organizational culture.

## **POLY 126. Leadership**

Credits: 2

Typically Offered: FASPSU

This course will provide a broader and deeper understanding of organizational culture and dynamics, management best practices, the role of the manager, and the nature of influence. Students will explore their own personality, strengths, and weaknesses, and will begin to develop a leadership style. In addition, they will learn to capitalize on personal and team strengths to achieve organizational goals.

## **POLY 127. Entrepreneurship**

Credits: 2

Typically Offered: FASPSU

This course will help students understand the value of ideas and creativity and various types of innovation in driving development and starting a new venture. In addition, students will learn the importance of strategy, core business competencies, and how to identify future opportunities for growth.