Course Facts

Course Instructor: Wee Hern Ong (also known as homeandaway\_who)

Course Code: MA2300\_ML0003 (the former is indicated in most of the lecture videos and the latter is indicated in most of the tutorial videos)

Assessment format: 2 graded quizzes – Midterm quiz (after L9) and final quiz (after L13). To pass the course, need to answer 8 out of 10 questions in the midterm quiz correctly and need to answer 16 out of 20 questions in the midterm quiz correctly. You are allowed 1 chance to reattempt either quiz should you not pass either quiz in the 1st attempt.

Scheme of work: Highly recommended to follow the schedule below:

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| Week | Lecture (L) (30 mins) | Tutorial (T) (30 mins) |
| 1 | L1: Intro to life after graduation | -No tutorial- |
| 2 | L2: Future of work | T1: Intro to life after graduation |
| 3 | L3: Career Development and Job Search Strategies | T2: Future of work |
| 4 | -Buffer- | T3: Career Development and Job Search Strategies |
| 5 | L5: Skills Profiling | T4: Brand Statement (part of L3) |
| 6 | L6: Resume/CV writing | T5: Skills Profiling |
| 7 | L7: Resume/CV critique | T6: Resume/CV writing |
| 8 | L8: Networking Skills | T7: Resume/CV critique |
| 9 | L9: Interview Skills + midterm quiz | T8: Networking Skills |
| 10 | -Buffer- | T9: Interview Skills |
| 11 | L11: Contract of Service | T10: Interview Skills (Answering Interview questions using STAR format) |
| 12 | L12: Navigate the workplace and professional ethics | T11: Contract of Service |
| 13 | L13: Revision + final quiz | T12: Navigate the workplace and professional ethics |