

# Postgraduate Certificate

## Decision-Making in Career Guidance





## Postgraduate Certificate

### Decision-Making in Career Guidance

- » Modality: online
- » Duration: 6 weeks
- » Certificate: TECH Global University
- » Credits: 6 ECTS
- » Schedule: at your own pace
- » Exams: online

Website: [www.techtute.com/us/education/postgraduate-certificate/decision-making-career-guidance](http://www.techtute.com/us/education/postgraduate-certificate/decision-making-career-guidance)

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Certificate

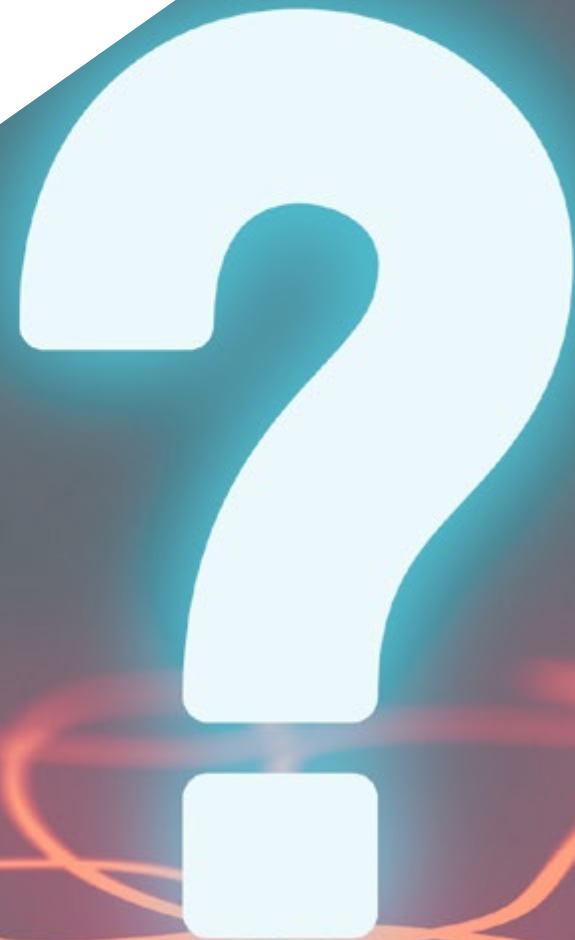
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01

# Introduction

Teaching students to make decisions is one of the most important tasks a teacher has to face. At the moment of choosing the educational path that will lead them to their professional development, they will need the advice and guidance of a competent, up-to-date and very specifically prepared teacher. This program is the most complete way of updating in this field, with all the new developments that the professional should know.



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*Teach your students to develop their decision-making skills by opening the way for them to analyze their vocation and their expectations in a realistic and adjusted way"*

In many cases, teachers have helped students make decisions regarding their academic futures. This, rather than being a personal quality or characteristic, consists of a series of skills learned and developed as a function of professional guidance.

In this way, the role of teachers in this case consists in punctually accompanying students to help them make decisions, exploiting their abilities and talents to the fullest.

For this reason, in this Postgraduate Certificate the professionals will find tools that will allow them to obtain better results in the medium and long term, both in the guidance of their students and in their decisions. The proposed activities as well as the innovative guidance approaches designed within the program will enable the students to improve their professional competencies and their department's performance in the center.

This training makes professionals in this field increase their capacity for success, which results in a better praxis and performance that will have a direct impact on the educational treatment, on the improvement of the educational system and on the social benefit for the whole community.

This **Postgraduate Certificate in Decision-Making in Career Guidance** contains the most complete and up-to-date educational program on the market. The most important features include:

- ♦ The development of 100 practical cases presented by experts in Decision-Making in Career Guidance
- ♦ The graphic, schematic, and practical contents provide students with scientific and practical information on the disciplines that are essential
- ♦ New developments and innovations in different fields of work
- ♦ Practical exercises where self-assessment can be used to improve learning
- ♦ Algorithm-based interactive learning system for decision-making in the situations that are presented to the student
- ♦ Special emphasis on cutting-edge methodologies
- ♦ Theoretical lessons, questions to the expert, debate forums on controversial topics, and individual reflection assignments
- ♦ Content that is accessible from any fixed or portable device with an Internet connection



*A program created to boost your capacity quickly and easily"*

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*Give a boost to your competitiveness with this program and place yourself at the top of the labor market"*

It includes in its teaching staff professionals belonging to the field of Decision-Making in Career Guidance, who bring to this training the experience of their work, as well as recognized specialists belonging to prestigious reference societies and universities.

Thanks to its multimedia content developed with the latest educational technology, they will allow the professional a situated and contextual learning, that is to say, a simulated environment that will provide an immersive learning programmed to prepare in real situations.

This program is designed around Problem-Based Learning, whereby the professional must try to solve the different professional practice situations that arise throughout the program. For this purpose, the professional will be assisted by an innovative interactive video system developed by recognized experts in the field of Decision-Making in Career Guidance and with extensive teaching experience.

*A comfortable and reliable way to develop your competencies in the field of professional guidance, offering your students the necessary support.*

*This program makes the difference between a professional with a lot of knowledge and a professional who knows how to apply it in the daily practice of their profession.*



# 02

# Objectives

The program in Decision-Making in Career Guidance is oriented to facilitate the performance of the professionals dedicated to work with adolescents and/or to guide them in their professional future.





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*This program is designed for you to update your knowledge in Decision-Making in Career Guidance, with the use of the latest educational technology, to contribute with quality and confidence to the decision-making and monitoring of these students”*



## General Objectives

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- ♦ Acquire the necessary knowledge to act as a support for students' decision making regarding their vocation and vocational orientation
- ♦ Act in an adjusted way in the different personal contexts of the students
- ♦ Know the most effective and useful guidance strategies





## Specific Objectives

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- ♦ Define the priorities that the student has and in the same way it will be easier to know what they want
- ♦ Identify why they want that path and that vocation
- ♦ Plan for possible career opportunities

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*Make the most of the opportunity and take the step to get up to date on the latest developments in the management of Decision-Making in Career Guidance”*

03

# Course Management

The program includes in its teaching staff reference specialists in Decision-Making in Career Guidance, who bring to this training the experience of their work. Additionally, other recognized specialists participate in its design and preparation, which means that the program is developed in an interdisciplinary manner.





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*Learn from reference professionals, the latest advances in procedures in the field of Decision-Making in Career Guidance”*

## Management



### Ms. Jiménez Romero, Yolanda

- ♦ Psychopedagogue specialized in Neurolinguistics
- ♦ Educational psychologist
- ♦ Degree in Primary Education with English
- ♦ Master's Degree in Educational Psychologist
- ♦ Master's Degree in Neuropsychology of High Intellectual Abilities
- ♦ Master's Degree in Emotional Intelligence
- ♦ Specialized Teacher in High Intellectual Ability
- ♦ Co-director, Author and Teacher in Different University Educational Projects

## Professors

### Ms. García Camarena, Carmen

- ♦ Manager of Step by Step, a vocational guidance company for all professional stages
- ♦ Psychologist and Master in Business Administration, CAP at the Alfonso X el Sabio University
- ♦ Specialization in FOL and Master in HR and group techniques
- ♦ Creator of a Methodology Adapted to High School Stages

### Mr. Maroto, José María

- ♦ Computer Engineer
- ♦ Consultant specialized in Coaching, Change Management, Motivation, Emotional Intelligence and Leadership
- ♦ Professor specialized in Innovation and Big Data processes
- ♦ Expert in learning, lecturer and writer of articles and publications related to his areas of expertise



04

# Structure and Content

The structure of the contents has been designed by a team of professionals from leading educational centers and universities, aware of the current relevance of training to be able to intervene in the preparation and accompaniment of students with high capacity, and committed to quality teaching through new educational technologies.





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*This Postgraduate Certificate in Decision-Making in Career Guidance contains the most complete and up-to-date program on the market”*

**Module 1. Decision-Making I: Who Are They To Know What They Want?**

- 1.1. Theories in Decision-Making. The Non-Decision
  - 1.1.1. Introduction
  - 1.1.2. Decision-Making Concept
  - 1.1.3. Approaches to Decision-Making
  - 1.1.4. Explanatory Models of How Decisions are Made
  - 1.1.5. Individual Variables in Decision-Making
  - 1.1.6. How to Learn How to Make Decisions?
  - 1.1.7. How to Teach How to Make Decisions?
  - 1.1.8. Programs to Teach Decision-Making
  - 1.1.9. Group Decision-Making
  - 1.1.10. The Non-Decision
- 1.2. A Practical Model for Professional Decisions: Heart, Head and Feet
  - 1.2.1. Introduction
  - 1.2.2. Theoretical Basis of the Model
  - 1.2.3. Heart: Who is it?
  - 1.2.4. Head: What does the World Offer and What does it Want?
  - 1.2.5. Feet: Planning for the Future
  - 1.2.6. Individual Development Plan
  - 1.2.7. Individual Implementation
  - 1.2.8. Group Implementation
  - 1.2.9. Integration in Educational Centers
  - 1.2.10. Conclusions
- 1.3. Motivation and Vocational Decision. Vital Moment
  - 1.3.1. Introduction
  - 1.3.2. The Behavioral Approach
  - 1.3.3. Social Approach
  - 1.3.4. Cognitive Approach
  - 1.3.5. Humanistic Approach
  - 1.3.6. The Psychoanalytic Point of View in Vocational Selection
  - 1.3.7. Motivation in Adolescents
  - 1.3.8. Current Social and Family Variables
  - 1.3.9. Role of the Counselor and Tutor
  - 1.3.10. Motivational Resources
- 1.4. Skills: Diagnosis and Integration in the Model
  - 1.4.1. What Are Skills?
  - 1.4.2. Verbal Aptitude
  - 1.4.3. Numerical Aptitude
  - 1.4.4. Spatial Aptitude
  - 1.4.5. Mechanical Aptitude
  - 1.4.6. Memory
  - 1.4.7. Concentration
  - 1.4.8. Other Skills
  - 1.4.9. Assessment by Test
  - 1.4.10. Self-Diagnosis of Skills
  - 1.4.11. Integration in the CCP Model
- 1.5. What are Multiple Intelligences and their Correlation with Professions?
  - 1.5.1. Introduction
  - 1.5.2. What are Multiple Intelligences?
  - 1.5.3. Visuospatial Intelligence
  - 1.5.4. Linguistic Intelligence
  - 1.5.5. Logical-Mathematical Intelligence
  - 1.5.6. Naturopathic Intelligence
  - 1.5.7. Musical Intelligence
  - 1.5.8. Body-Kinesthetic Intelligence
  - 1.5.9. Interpersonal Intelligence
  - 1.5.10. Intrapersonal Intelligence
  - 1.5.11. Assessment of Multiple Intelligences
  - 1.5.12. Integration in the CCP Model
- 1.6. Personality Associated with Professional Profiles
  - 1.6.1. Personality Models
  - 1.6.2. Personality in Adolescents
  - 1.6.3. Self-Concept and Vocational Maturity
  - 1.6.4. Personality Variables Relevant to Vocational Choice
  - 1.6.5. The Holland's Model
  - 1.6.6. Personality Associated with Professions
  - 1.6.7. Personality Assessment Resources
  - 1.6.8. Case Study
  - 1.6.9. Integration in the CCP Model

- 1.7. Talent as Differentiation and Opportunity
  - 1.7.1. Introduction
  - 1.7.2. Concept of Talent
  - 1.7.3. Talent Development
  - 1.7.4. Talent and Academic Achievement
  - 1.7.5. Talent and High Abilities
  - 1.7.6. Talent and Professional Competencies
  - 1.7.7. Resources to Help Them Discover Their Talents
  - 1.7.8. Talent Detection
  - 1.7.9. Cases of Talented Adolescents
  - 1.7.10. Integration in the CCP Model
- 1.8. Vocational Values. What Do They Want to Work For?
  - 1.8.1. Introduction
  - 1.8.2. Concept of Vocational Values
  - 1.8.3. Values and the Current Work Environment
  - 1.8.4. Importance for Selection
  - 1.8.5. Values and Family
  - 1.8.6. Values and Gender
  - 1.8.7. Ceres Classification
  - 1.8.8. Values Associated with Professions
  - 1.8.9. Values as a Basis for a Life Path
  - 1.8.10. Integration in the CCP Model
- 1.9. Level of Effort and Study Habits
  - 1.9.1. Introduction
  - 1.9.2. Importance of the Academic Record
  - 1.9.3. Models for Gathering Information
  - 1.9.4. Study Habits
  - 1.9.5. Assessment and Corrective Measures of Study Habits
  - 1.9.6. Study Techniques; Classroom Teaching
  - 1.9.7. Academic Effort and Performance
  - 1.9.8. School Failure: Relevant Variables
  - 1.9.9. Family and School Performance
  - 1.9.10. Integration in the CCP Model
- 1.10. Specific Resources for Self-Knowledge
  - 1.10.1. Comillas University Orion Program
  - 1.10.2. Incomplete Questioning Techniques
  - 1.10.3. Group and Individual Personality Dynamics
  - 1.10.4. Mentor Dynamics: Limiting Beliefs
  - 1.10.5. Systematic Relaxation and Talent
  - 1.10.6. Dynamics to Discover Professional Values
  - 1.10.7. Vocational Guidance Test on the Web
  - 1.10.8. Integration with the CCP Model



*A unique, key, and decisive educational experience to boost your professional development”*

05

# Methodology

This training program offers a different way of learning. Our methodology uses a cyclical learning approach: **Relearning**.

This teaching system is used, for example, in the most prestigious medical schools in the world, and major publications such as the **New England Journal of Medicine** have considered it to be one of the most effective.





“

*Discover Relearning, a system that abandons conventional linear learning, to take you through cyclical teaching systems: a way of learning that has proven to be extremely effective, especially in subjects that require memorization"*

## At TECH Education School we use the Case Method

In a given situation, what should a professional do? Throughout the program students will be presented with multiple simulated cases based on real situations, where they will have to investigate, establish hypotheses and, finally, resolve the situation. There is an abundance of scientific evidence on the effectiveness of the method.

*With TECH, educators can experience a learning methodology that is shaking the foundations of traditional universities around the world.*



*It is a technique that develops critical skills and prepares educators to make decisions, defend their arguments, and contrast opinions.*

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*Did you know that this method was developed in 1912, at Harvard, for law students? The case method consisted of presenting students with real-life, complex situations for them to make decisions and justify their decisions on how to solve them. In 1924, Harvard adopted it as a standard teaching method”*

The effectiveness of the method is justified by four fundamental achievements:

1. Educators who follow this method not only grasp concepts, but also develop their mental capacity, by evaluating real situations and applying their knowledge.
2. The learning process is solidly focused on practical skills that allow educators to better integrate the knowledge into daily practice.
3. Ideas and concepts are understood more efficiently, given that the example situations are based on real-life teaching.
4. Students like to feel that the effort they put into their studies is worthwhile. This then translates into a greater interest in learning and more time dedicated to working on the course.



## Relearning Methodology

At TECH we enhance the case method with the best 100% online teaching methodology available: Relearning.

Our University is the first in the world to combine case studies with a 100% online learning system based on repetition, combining a minimum of 8 different elements in each lesson, which represent a real revolution with respect to simply studying and analyzing cases.



*Educators will learn through real cases and by solving complex situations in simulated learning environments. These simulations are developed using state-of-the-art software to facilitate immersive learning.*



At the forefront of world teaching, the Relearning method has managed to improve the overall satisfaction levels of professionals who complete their studies, with respect to the quality indicators of the best online university (Columbia University).

With this methodology we have trained more than 85,000 educators with unprecedented success in all specialties. All this in a highly demanding environment, where the students have a strong socio-economic profile and an average age of 43.5 years.

*Relearning will allow you to learn with less effort and better performance, involving you more in your specialization, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation to success.*

In our program, learning is not a linear process, but rather a spiral (learn, unlearn, forget, and re-learn). Therefore, we combine each of these elements concentrically.

The overall score obtained by our learning system is 8.01, according to the highest international standards.



This program offers the best educational material, prepared with professionals in mind:



### Study Material

All teaching material is produced by the specialist educators who teach the course, specifically for the course, so that the teaching content is really specific and precise.

These contents are then applied to the audiovisual format, to create the TECH online working method. All this, with the latest techniques that offer high quality pieces in each and every one of the materials that are made available to the student.



### Educational Techniques and Procedures on Video

TECH introduces students to the latest techniques, with the latest educational advances, and to the forefront of Education. All this, first-hand, with the maximum rigor, explained and detailed for your assimilation and understanding. And best of all, you can watch them as many times as you want.



### Interactive Summaries

The TECH team presents the contents attractively and dynamically in multimedia lessons that include audio, videos, images, diagrams, and concept maps in order to reinforce knowledge.

This exclusive multimedia content presentation training Exclusive system was awarded by Microsoft as a "European Success Story".



### Additional Reading

Recent articles, consensus documents and international guidelines, among others. In TECH's virtual library, students will have access to everything they need to complete their course.





**Expert-Led Case Studies and Case Analysis**

Effective learning ought to be contextual. Therefore, TECH presents real cases in which the expert will guide students, focusing on and solving the different situations: a clear and direct way to achieve the highest degree of understanding.



**Testing & Retesting**

We periodically evaluate and re-evaluate students' knowledge throughout the program, through assessment and self-assessment activities and exercises: so that they can see how they are achieving your goals.



**Classes**

There is scientific evidence suggesting that observing third-party experts can be useful.

Learning from an Expert strengthens knowledge and memory, and generates confidence in future difficult decisions.



**Quick Action Guides**

TECH offers the most relevant contents of the course in the form of worksheets or quick action guides. A synthetic, practical, and effective way to help students progress in their learning.



06

# Certificate

The Postgraduate Certificate in Decision-Making in Career Guidance guarantees students, in addition to the most rigorous and up-to-date education, access to a Postgraduate Certificate issued by TECH Global University.



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*Successfully complete this program  
and receive your university qualification  
without having to travel or fill out  
laborious paperwork”*

This program will allow you to obtain your **Postgraduate Certificate in Decision-Making in Career Guidance** endorsed by **TECH Global University**, the world's largest online university.

**TECH Global University** is an official European University publicly recognized by the Government of Andorra ([official bulletin](#)). Andorra is part of the European Higher Education Area (EHEA) since 2003. The EHEA is an initiative promoted by the European Union that aims to organize the international training framework and harmonize the higher education systems of the member countries of this space. The project promotes common values, the implementation of collaborative tools and strengthening its quality assurance mechanisms to enhance collaboration and mobility among students, researchers and academics.

This **TECH Global University** title is a European program of continuing education and professional updating that guarantees the acquisition of competencies in its area of knowledge, providing a high curricular value to the student who completes the program.

Title: **Postgraduate Certificate in Decision-Making in Career Guidance**

Modality: **online**

Duration: **6 weeks**

Accreditation: **6 ECTS**



future  
health confidence people  
education information tutors  
guarantee accreditation teaching  
institutions technology learning  
community commitment  
personalized service innovation  
knowledge present  
development languages  
virtual classroom

**tech** global  
university

Postgraduate Certificate

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