

TAP SCHEDULE SAMPLE – Fall 2012 (Social & Community Services)

WEEK	DATES	ACADEMIC CALENDAR	TOPICS
Week 1	Sept-11	Second Week of Classes	Introductory Session: Team Builder, Meet & Greet, Setting Up Group Expectations. Goal Setting, Navigating Humber Resources
Week 2	Sept-18	Sept 17 th – Last day for refund	Workshop- Time Management and Prioritizing
Week 3	Sept-25		Coffee House with Faculty – Discussion Topic: Tips for Success in your Program and Field
Week 4	Oct-2		Workshop - Career Development – Resume, Cover Letter & Interview Skills – Presented by Career Centre
Week 5	Oct-9	Oct 8 th – Thanksgiving, College closed	Workshop – Effective Study Skills and Exam Writing Tips
Week 6	Oct-16		Workshop- Ready, Set, Research!- Library Workshop
Week 7	Oct-23		Workshop - Improving Presentation Skills and Engaging Your Audience
Week 8	Oct-30		Workshop – Sharing Stories of Inspiration – Movie (Pay it Forward), Interview Clips
Week 9	Nov-6	Nov 7 th – Winter 2013 fees due Nov 9 th – Last day to withdraw from course without penalty	Social – The Power of Networking , How to Brand Yourself
Week 10	Nov-13		Workshop – Human Rights & Diversity – Presented by Faculty
Week 11	Nov-20		Workshop- Stress & Crisis Management
Week 12	Nov-27		Social- End of Term Social Event & Wrap Up

TAP SCHEDULE SAMPLE (Business)

WEEK	DATES	ACADEMIC CALENDAR	TOPICS
Week 1	Sept-12	Second Week of Classes	Introductory Session: Team Builder, Meet & Greet, Setting Up Group Expectations. Goal Setting.
Week 2	Sept-19	Sept 17 th – Last day for refund	Workshop – Personality Inventory/ Goal Setting completed
Week 3	Sept-26		Workshop- Time Management and Prioritizing
Week 4	Oct-3		Workshop - Career Development – Resume, Cover Letter & Interview Skills – Presented by Career Centre
Week 5	Oct-10	Oct 8 th – Thanksgiving, College closed	Workshop - Exam Prep, Study Skills
Week 6	Oct-17		Workshop – Ready, Set, Research! – Library workshop
Week 7	Oct-24		Workshop - Presentation Skills
Week 8	Oct-31		Workshop - Presentation Skills Practice
Week 9	Nov-7	Nov 7 th – Winter 2013 fees due Nov 9 th – Last day to withdraw from course without penalty)	Social - Dress for Success & Dinner/ Business Etiquette
Week 10	Nov-14		Workshop – Budgeting - presented by faculty member
Week 11	Nov-21		Workshop- Stress Management
Week 12	Nov-28		Social- End of term social event

TAP SCHEDULE SAMPLE (Health Sciences)

WEEK	DATES	ACADEMIC CALENDAR	TOPICS
Week 1	17-Jan	Second Week of Classes	Introductory Session: Team Builder, Meet & Greet, Setting Up Group Expectations. Goal Setting.
Week 2	24-Jan		Workshop – Personality Inventory/ Goal Setting completed
Week 3	31-Jan		Workshop- Time Management and Prioritizing
Week 4	7-Feb		Workshop - Career Development with Career Centre
Week 5	14-Feb		Workshop – Writing Academic Papers
Week 6	21-Feb	Reading Week	Build your resume by participating in Alternative Spring Break Toronto
Week 7	28-Feb		Workshop - Presentation Skills
Week 8	7-Mar		Workshop – Exam Preparation and Study Skills
Week 9	14-Mar	March 18- Last Day to withdraw without penalty (Applied Degree/UNB)	Social - TBD
Week 10	21-Mar	March 25- Last Day to Withdraw without penalty(Diploma/Certificate)	Workshop – Career Development Part 2/Skills Lab
Week 11	28-Mar		Workshop- Stress Management
Week 12	4-Apr		Social- End of term social event

TAP SCHEDULE SAMPLE (Applied Technology)

WEEK	DATES	ACADEMIC CALENDAR	TOPICS
Week 1	17-Jan	Second Week of Classes	Introductory Session: Team Builder, Meet & Greet, Setting Up Group Expectations. Goal Setting.
Week 2	24-Jan		Workshop – Goal Setting & Intro to Humber Resources
Week 3	31-Jan		Workshop- Time Management and Prioritizing
Week 4	7-Feb		Workshop – Presentation Skills
Week 5	14-Feb		Workshop – Learning Skills
Week 6	21-Feb	Reading Week	Build your resume by participating in Alternative Spring Break Toronto
Week 7	28-Feb		Workshop – Time Management
Week 8	7-Mar		Workshop – Exam Preparation and Study Skills
Week 9	14-Mar	March 18- Last Day to withdraw without penalty (Applied Degree/UNB)	Social – Career Development with Faculty Speaker
Week 10	21-Mar	March 25- Last Day to Withdraw without penalty(Diploma/Certificate)	Workshop – Getting Involved in the Community
Week 11	28-Mar		Workshop- Stress Management
Week 12	4-Apr		Social- End of term social event