

# Research on the Practice of Module Teaching of Course of Employment Guidance for College Students under the Concept of“Three Complete Education”

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**Abstract:** The employment guidance for college students plays an important role in promoting and serving the employment of college students.Under the concept of“Three Complete Education”,it divides the original teaching system.And modular guidance is given to help students master the basic skills of job hunting and improve their employability.In the teaching process,classroom experiential teaching is added to stimulate the enthusiasm of students to actively participate in the teaching process,promote the formation of students’employment ideas and employment methods,and promote the improvement of students’employability.

**Keywords:** Three Complete Education;Employment guidance;Module

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As an important part of the employment guidance education for college students,employment guidance courses not only help college students understand employment policies,master the basic skills for job hunting or entrepreneurship,comprehensively improve their employability,assist students in smooth employment and stable employment,and achieve career development goals,but also help cultivate the professional qualities of college students,so as to achieve self-development.With the infiltration of the educational concept of“Three Complete Education”and the construction of the system of“Three Complete Education”,the course of employment guidance for college students plays an indecisive role in promoting and serving the employment of college students.

## 1. The Problems Existing in the Course of Employment Guidance for College Students

### 1.1 The traditional teaching mode lacks innovation and is difficult to achieve comprehensive education.

Traditional course of employment guidance for college students imparts theoretical knowledge in the way of indoctrination.In class,students passively receive knowledge,the teaching form lacks attractiveness,and there is little interaction with students,making it difficult to mobilize their enthusiasm.And teachers do not pay much attention to students’ mastery of employment knowledge and skills,resulting in a“two skin”phenomenon in teaching objectives and teaching processes,which makes the learning effect of some students for employment guidance courses not ideal and makes it difficult to achieve comprehensive education.

### 1.2 There is lack of practical guidance and skill training in course content,making it difficult to achieve whole-process education.

The traditional course of employment guidance for college students mainly focuses on theoretical teaching,and lacks the cultivation of students’ practical skills and guidance training.And there is a lack of cooperation in the development of digital teaching in higher education institutions and the teaching reform of employment guidance.Especially,there is a lack of practice and training in resume production,interview skills,and other aspects,which makes it difficult to achieve the teaching objectives of the course during the teaching process.The whole-process education should run through the entire classroom teaching system to cover various aspects

such as class,outside of class,and practical training<sup>[1]</sup>.

### **1.3 The lack of unified educational background of the teaching staff makes it difficult to achieve all-member cultivating people.**

At present,teachers for employment guidance of college students mainly consists of some ideological and political teachers,counselors,and other management personnel.The teachers have different professional backgrounds,lack of professional knowledge related to employment,and lack relevant experience in the actual employment of college students.They only echo what the books say to impart knowledge to students,and do not understand the psychological characteristics and employment needs of college students.It is difficult to adapt to the psychological characteristics and employment needs of college students in the new era.And it is difficult for teachers to give targeted and effective guidance in the course of teaching.

Therefore,in the whole process of teaching employment guidance for college students,the fundamental task of“Nurture Morality and Foster Talent”must run through all-member cultivating people,the whole process education and all-round education<sup>[2]</sup>.On the one hand,it is necessary to perfect teaching methods and contents,combine employment and entrepreneurship guidance with practice,and pay attention to the cultivation of college students’practical ability<sup>[3]</sup>.On the other hand,we should strengthen the training of teachers to ensure the employment guidance of college students and ensure teachers of higher ability to educate people.

## **2. The Construction of Module Teaching Mode under the Concept of“Three Complete Education”**

Module refers to the specific teaching activities carried out around a specific theme or content in the teaching process<sup>[4]</sup>.Module teaching is the process of dividing the course content of employment guidance for college students into different forms based on a certain theoretical foundation,and categorizing and summarizing them in terms of teaching content and methods.The advantage of module teaching is that it has a certain degree of openness in teaching content,so that students can have more choices<sup>[5]</sup>.The module teaching mode of employment guidance for college students mainly starts from cultivating their employability to combine teaching content with teaching objectives,continuously optimize teaching content,improve teaching modes,enhance students’theoretical knowledge and practical skills through different teaching modules,and enhance their employability and overall career planning.

## **3. “Four Modules”of Teaching Design of Employment Guidance Course for College Students from the Perspective of“Three Complete Education”**

Based on the teaching content and the current situation of students,the concept of“Three Complete Education”is highlighted in theoretical teaching,practical teaching,simulation teaching and teaching design.

3.1 Teaching content design:According to the requirements of the teaching syllabus and the arrangement of the teaching content,in the course of theoretical teaching,the classroom interaction forms such as case analysis,experience sharing,group discussion,-simulation training,interview simulation,and personal resume comments are combined to stimulate the enthusiasm of students to participate in class and extracurricular activities and improve the teaching effect.

3.2 Teaching objective design:The course of employment guidance for college students is mainly to cultivate students’employability,employment concept and professional awareness,guides them to establish correct career outlook and employment outlook,and helps them understand the relevant policies of national employment and entrepreneurship,recognize the employment situation,change their employment concept,improve their job interview skills,enhance their mental adjustment ability,and enhance the ability to actively adapt to society.

3.3 Teaching method design:The teaching of this course is mainly based on the combination of theory and practice,and adopts various teaching methods such as lecture,flipped classroom and group discussion,combines with online course resources to carry out various forms of practical teaching such as simulated training and vocational experience in order to highlight practicality and classroom experiential teaching in the teaching process.

3.4 Teaching evaluation design:The appropriate evaluation method can not only correctly evaluate the learning effect of students,but also provide the correct learning direction for students.The course grades of employment guidance for college students consist of process evaluation and summative evaluation.The course focuses on various forms such as speaking,writing,answering and group discussion,as well as multiple evaluations such as self-evaluation,mutual evaluation and teacher evaluation.

## **4. The Exploration of Module Teaching Content of Employment Guidance Course for College Students under the Perspective of“Three Complete Education”**

Employment guidance course for college students is to help students master the basic skills of job hunting or entrepreneurship, enhance their employability, help students find jobs smoothly, and achieve career development goals. The employment guidance course for college students is taught in module form and divided into four topics, which is convenient for students to master the whole process of employment and improve employability. It can be divided into four modules: basic employment knowledge module, employment mental adjustment module, Job hunting ability and employability enhancement module, professional quality improvement module. In these modules, teachers should be perfected and their basic knowledge modules should be trained to ensure the implementation of the concept of all member educating people, so as to better carry out college students' employment and entrepreneurship guidance.

4.1 Basic employment knowledge module mainly includes employment situation and basic knowledge, employment procedure, employment direction analysis and so on. Teachers can analyze the employment situation and employment policies of the major they teach in the past three years based on the employment direction of the graduates and the development of the industry, analyze the employment choices of graduates, including policies about taking part in the entrance exams for postgraduate schools, taking the civil service examination, going abroad, joining the army, employment, self-employment, participating in College Student Volunteer Service Western Plan, "taking community-level posts in education, agriculture, health care and poverty relief", being "village official with university education" and taking part in the exams for "selected graduates". The graduate employment procedures are introduced, including online signing, employment signing of out-of-province students, graduate dispatch, the use of registration card, the storage and retrieval of personal files, etc.

4.2 Employment mental adjustment module mainly includes the psychological quality that graduates should have, the common psychological problems and causes of graduates, and the self-adjustment methods to deal with psychological problems, etc. It can help students calmly and objectively face employment, and have a correct career outlook during the job-hunting process. Its purpose is to provide technical support for establishing a reasonable career orientation, help students be able to constantly adjust their mentality and adjust job-hunting strategies during the entire employment process, and promote smooth employment.

4.3 Job-hunting ability and employability enhancement module includes self-recommendation methods and techniques, written test methods and techniques, resume production methods and interview methods and skills, mock interview training, and notes on resume production and interview skills and etiquette. Among them, in the mock interview training, teachers in the teaching and research department or senior graduates are selected as interviewers to train students' ability to deal with all emergency and alleviate their tension in the interview process, so that students can experience the actual interview process in advance. The interviewers should comment on students' interview defects to achieve the purpose of everyone mastering the interview method.

4.4 Professional quality improvement module mainly includes basic requirements of professional quality, self-evaluation, expansion methods and ways of professional quality during college, job adaptation, scientific management of career, etc. This module should focus on cultivating correct self-cognition of students to establish good career goals, and pay more attention to integrating other courses in teaching content to help college students solve the problems foreseen in their career.

Carrying out employment guidance for college students under the concept of "three complete education" need to constantly explore new ideas and new methods for the teaching of employment guidance courses for college students, mobilize the mode of all member educating people according to the characteristics of students in different grades and majors, improve the pertinency and effectiveness of the course by improving the flexibility of course module combinations, and establish targeted and effective employment guidance work. It can not only improve the employment education system of colleges and universities, but also effectively improve the employment quality and employability of college students to achieve smooth employment and promote career development.

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