

SAN DIEGO COMMUNITY COLLEGE DISTRICT  
CONTINUING EDUCATION  
COURSE OUTLINE

**SECTION I**

**SUBJECT AREA AND COURSE NUMBER**

ACCT 535

**COURSE TITLE**

SAVE TIME/MONEY IN TRAVEL

**TYPE COURSE**

FEE

**CATALOG COURSE DESCRIPTION**

Covers specifics involved in selection of travel planning to various locations. Designed for personnel to acquire the basic skills of planning and record keeping necessary for tax advantageous travel. (FT)

**LECTURE HOURS**

2.5 hours per week  
(for 6 weeks)

**LABORATORY HOURS**

**ADVISORIES**

NONE

**RECOMMENDED SKILL LEVEL**

NONE

**INSTITUTIONAL STUDENT LEARNING OUTCOMES**

1. Social Responsibility  
SDCE students demonstrate interpersonal skills by learning and working cooperatively in a diverse environment.
2. Effective Communication  
SDCE students demonstrate effective communication skills.

### INSTITUTIONAL STUDENT LEARNING OUTCOMES (CONTINUED)

3. Critical Thinking  
SDCE students critically process information, make decisions, and solve problems independently or cooperatively.
4. Personal and Professional Development  
SDCE students pursue short term and life-long learning goals, mastering necessary skills and using resource management and self-advocacy skills to cope with changing situations in their lives.

### COURSE GOALS

Achievement of the course objectives will enable the student to:

1. Reduce the concern and stress of the unknown and make travel to a foreign country more enjoyable.

### COURSE OBJECTIVES

Upon successful completion of the course, the student will be able to:

1. Select alternate transportation and lodging possibilities, restaurants, points of interest, local attractions, shopping, and pre-trip preparations to make European travel affordable as well as fun for the economical traveler.

## SECTION II

### COURSE CONTENT AND SCOPE

1. Introduction to the Course
2. Specific Travel Tips
  - 2.1. Transportation
  - 2.2. Lodging
  - 2.3. Food
  - 2.4. Packing
  - 2.5. Shopping
3. Specific Suggestions for Visiting Specific European Countries
  - 3.1. Part 1
    - 3.1.1. Great Britain
    - 3.1.2. Denmark
    - 3.1.3. Northern Germany
    - 3.1.4. Holland
    - 3.1.5. Luxembourg
    - 3.1.6. Belgium
    - 3.1.7. France
  - 3.2. Part 2

- 3.2.1. Austria
- 3.2.2. Southern Germany
- 3.2.3. Switzerland
- 3.2.4. Italy
- 3.2.5. Spain
- 3.2.6. Greece

APPROPRIATE READINGS

NONE

WRITING ASSIGNMENTS

NONE

OUTSIDE ASSIGNMENTS

NONE

APPROPRIATE ASSIGNMENTS THAT DEMONSTRATE CRITICAL THINKING

NONE

EVALUATION

Students will be evaluated through the use of self-assessment instrument and changes in personal attitudes.

METHOD OF INSTRUCTION

The primary methods of instruction will include, but not be limited to: lectures, audio-visual presentations, guest speakers, handouts, music and question and answer sessions.

TEXTS AND SUPPLIES

The instructor will provide handouts, a course syllabus and necessary slides, slide projector and music.

The student will need to provide a notebook and pencil.

PREPARED BY Patti Fuhrer DATE December 3, 1985

DATA REVISED BY Instructional Services, SLOs added DATE March 1, 2017

Instructors must meet all requirements stated in Policy 3100 (Student Rights, Responsibilities and Administrative Due Process), and the Attendance Policy set forth in the Continuing Education Catalog.

REFERENCES:

San Diego Community College District Policy 3100  
California Community Colleges, Title 5, Section 55002  
Continuing Education Catalog