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VA LEARNING UNIVERSITY

| MyCareer@VA

Career Development Facilitator

Unit 5, Lesson 1: Conclusion

For VA Employees

Course Transcript



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Career Development Facilitator (CDF), Unit 5, Lesson 1: Conclusion

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Screen 1 – Title Screen



Screen Description	Narration
<p>Centered in the screen is the following text:</p> <p>“Unit 5 Lesson 1 – Conclusion</p> <p>This course contains audio. Please turn on your speakers or enable the Closed Captioning (CC) at the bottom of the page. Click Next at the bottom of the page to begin.</p> <p>If you’ve never taken a MyCareer@VA web-based training course, click here to view a brief tutorial before you get started.”</p>	<p>No Narration</p>



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Screen 2 – Welcome

VALU | **MyCareer@VA** **Career Development Facilitator**

Unit 5 : Lesson 1 - Conclusion : **Welcome**

Having completed all the lessons in this course, you should be able to:

- Define the role of Career Development Facilitators, or CDFs, at VA.
- Define important career development theories.
- Apply core career development best practices.
- Identify and apply facilitation skills necessary for a CDF.
- Identify ethical CDF behaviors.

Contact Us: VAMyCareer@va.gov

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Screen Description	Narration
<p>On the right side, the screen displays the course mentor gesturing towards the left side of the screen. On the left side, the screen displays the following text:</p> <p>“Having completed all the lessons in this course, you should be able to:</p> <ul style="list-style-type: none">• Define the role of Career Development Facilitators, or CDFs, at VA.• Define important career development theories.• Apply core career development best practices.• Identify and apply facilitation skills necessary for a CDF.	<p>Congratulations! You have completed all of the lessons in this course and are now prepared to begin serving as a VA Career Development Facilitator, or CDF!</p> <p>You should now be able to define the role of CDFs at VA, define important career development theories, apply core career development best practices, identify and apply facilitation skills necessary for a CDF, and identify ethical CDF behaviors.</p> <p>In the upcoming weeks and months, you will receive information from the MyCareer@VA team about ongoing educational opportunities, CDF events, and other program news.</p>



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Screen Description	Narration
<ul style="list-style-type: none">Identify ethical CDF behaviors.”	
An image of a computer displaying the MyCareer@VA homepage is added to the left side of the screen.	In the meantime, we encourage you to log on to the MyCareer@VA website to explore new resources, build relationships with other CDFs, and begin working with VA employees to accomplish their career goals.
The following text is added to the left side of the screen: “Contact Us: VAMyCareer@va.gov”	<p>If you have any questions, please email us at VAMyCareer@VA.gov.</p> <p>Please select the “Next” button to continue.</p>



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Screen 3 – Survey and Certificate



Screen Description	Narration
<p>On the right side, the screen displays the course mentor meeting an employee at her desk. On the left side, the screen displays the following text:</p> <p>“Survey and Certificate</p> <p>Please provide us your feedback by completing a brief survey:</p> <ul style="list-style-type: none">• Survey*• Certificate <p>*Note: survey will open a new window. Return to this window when you are</p>	<p>Thank you in advance for all of the valuable support you will provide VA employees in your role as a CDF.</p> <p>We would greatly appreciate your feedback on this course.</p> <p>Please select the “Survey” button to complete a brief questionnaire.</p> <p>Once you complete the survey, you will be able to select the “Certificate” button to print a certificate of completion for your records.</p> <p>Select the “Next” button to return to the course homepage to review any lesson.</p> <p>Thank you again for completing this course and helping VA</p>



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Screen Description	Narration
finished with the survey.”	employees achieve their career goals!