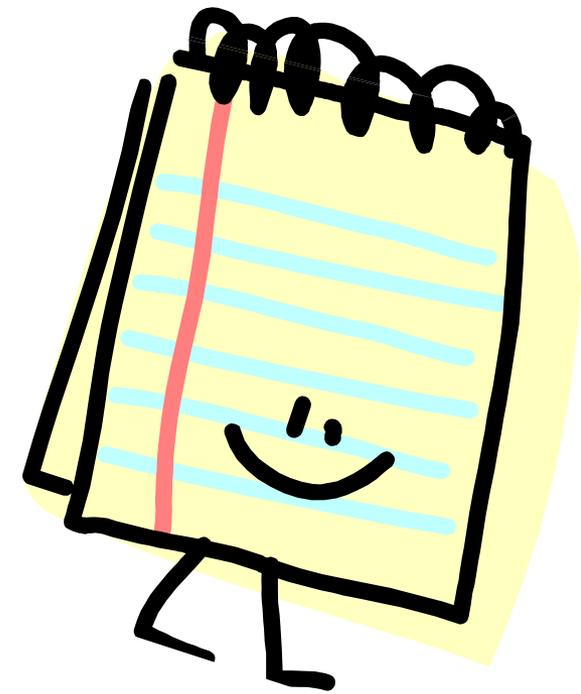




State Apprenticeship Conference

April 30, 2009

Agenda



- **WorkKeys and the NCRC**
- **Alaska Career Ready Program**
- **Partnerships and Opportunities for Alaska CTE**

The

WorkKeys®

System



ACT WorkKeys® Skill Areas and Levels

APPLIED MATHEMATICS	1	2	*3	*4	*5	*6	*7	8	9
READING FOR INFORMATION	1	2	*3	*4	*5	*6	*7	8	9
LOCATING INFORMATION	1	2	*3	*4	*5	*6	7	8	9
APPLIED TECHNOLOGY	1	2	3	4	5	6	7	8	9
TEAMWORK	1	2	3	4	5	6	7	8	9
OBSERVATION	1	2	3	4	5	6	7	8	9
LISTENING	1	2	3	4	5	6	7	8	9
WRITING	1	2	3	4	5	6	7	8	9
BUSINESS WRITING	1	2	3	4	5	6	7	8	9



ACT WorkKeys® Skills Excerpt - Math

Level 3

Solve problems that require a single type of mathematics operation (addition, subtraction, multiplication, and division) using whole numbers

Add or subtract negative numbers

Change numbers from one form to another using whole numbers, fractions, decimals, or percentages

Convert simple money and time units (e.g., hours to minutes)

Level 7

Solve problems that include nonlinear functions and/or that involve more than one unknown

Find mistakes in Level 6 questions

Convert between systems of measurement that involve fractions, mixed numbers, decimals, and/or percentages

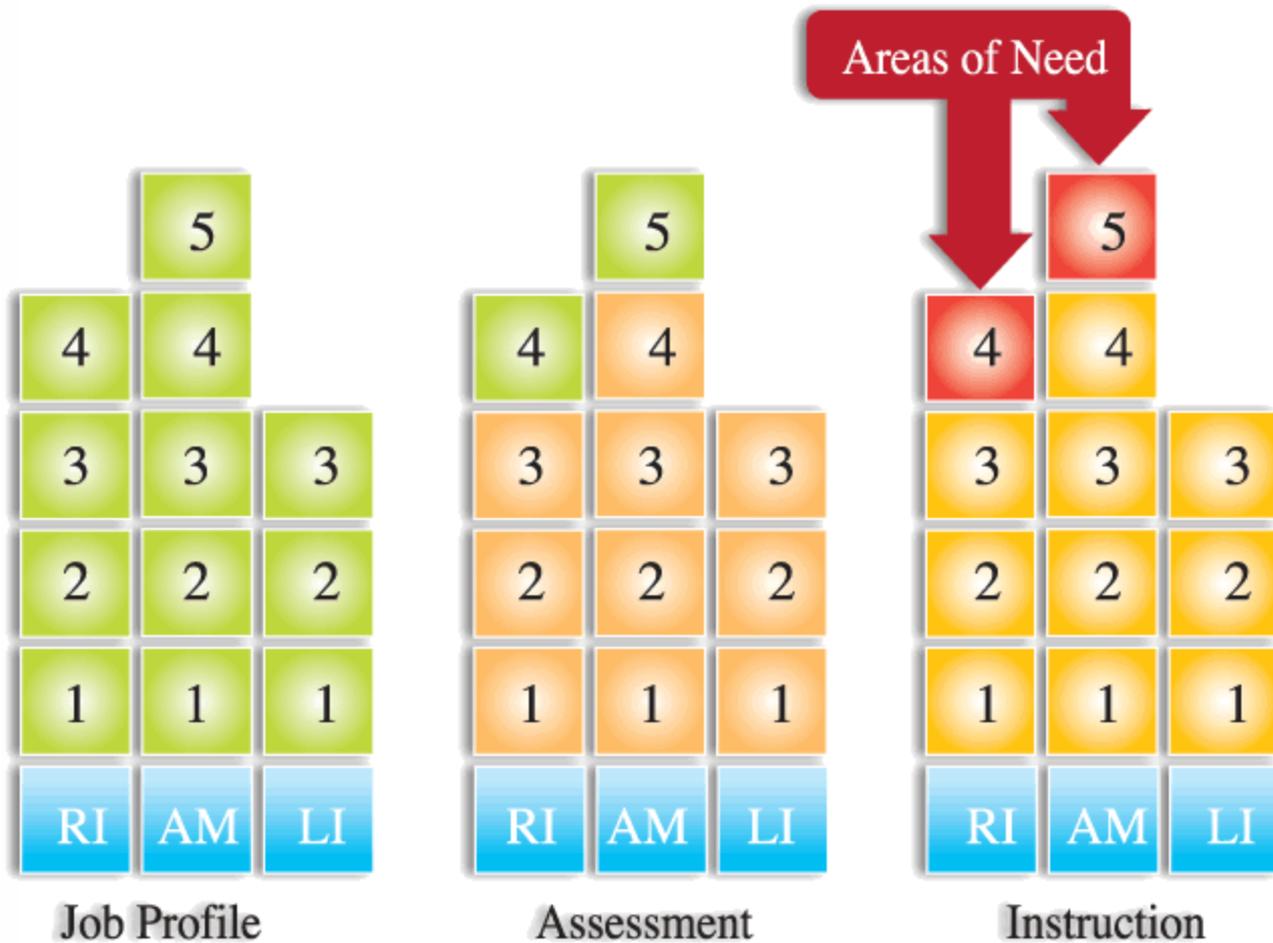
Calculate multiple areas and volumes of spheres, cylinders, or cones

Set up and manipulate complex ratios or proportions

Find the best deal when there are several choices

Apply basic statistical concepts

The WorkKeys® System



The Alaska NCRC – Powered by WorkKeys®



NATIONAL CAREER READINESS CERTIFICATE™

The State of **Alaska** awards a

GOLD

National Career Readiness Certificate to

Joseph P. Sample

In recognition of verified skills in Applied Mathematics,
Locating Information, and Reading for Information



Certificate #J102E3SAMPLE
Issue Date 6/30/08



WorkKeys® Skills for the NCRC



NATIONAL CAREER READINESS CERTIFICATE™

The WorkKeys® system permits a direct comparison of the level of skills needed to perform a job with the level of skills an individual currently demonstrates. The WorkKeys-powered Career Readiness Certificate shows that an individual has achieved a level of performance across a range of skills which, in combination, establish the person's readiness to enter a percentage of the jobs available as documented by the thousands of jobs in the ACT occupational profile database. The individual named on the face of this certificate has demonstrated the following proficiencies.

Applied Mathematics

Solve straightforward, basic problems requiring math operations; describe situations that require interchange of fractions, decimals, and percents to make sense; and manipulate simple money and time units to provide services or information.

Put information in the right order to solve problems requiring one- or two-step math operations; and use averages, ratios, proportions, rates, and fractions to describe situations and report information.

Perform several steps of logic and calculations; decide how to solve a problem; look up and use the correct formula; identify a best deal; calculate percent discounts and markups; and solve two-dimensional geometric problems to describe and analyze work situations.

Locating Information

Find or fill in basic information in a simple bar graph, table, or pie chart to comprehend work-related issues and problems.

Find several pieces of information in straightforward charts, tables, and diagrams; summarize information; and identify trends in order to comprehend and analyze work-related issues and problems.

Sort through distracting information to identify and compare trends in detailed tables, maps, instrument gauges, graphs, and blueprints in order to analyze and interpret work situations.

Reading for Information

Read and understand concise work-related documents, such as memos and announcements, in order to follow instructions and apply basic rules and information to workplace situations.

Read and understand work-related documents, such as procedures, policies, and notices, in order to follow instructions and apply important details and conditional information to workplace situations.

Read and understand work-related documents, such as technical manuals, in order to use the context to comprehend unfamiliar terms and jargon and to apply complex instructions to new workplace situations.

This credential is registered with ACT in the National Career Readiness database and may be verified at www.MyWorkKeys.com.

If you have questions, call 1-800-WORKKEY.

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12009





Earnings = Motivation



ONET Code	ONET Title	AM	LI	RI	'06 US Median	'06 AK Median
37-2012.00	Maids & Housekeeping Cleaners	3	3	3	\$17,600	\$21,300
53-7051.00	Industrial Truck & Tractor Operators	3	3	3	\$27,300	\$33,900
43-5041.00	Meter Readers, Utilities	3	4	3	\$30,300	\$37,700
51-5023.09	Printing Press Machine Operators & Tenders	3	4	4	\$31,000	\$41,300
33-3012.00	Correctional Officers & Jailers	3	4	4	\$35,800	\$45,300
49-9021.02	Refrigeration Mechanics	4	4	4	\$37,700	\$54,700
33-2011.01	Municipal Fire Fighters	4	4	4	\$41,200	\$29,500
23-2011.00	Paralegals & Legal Assistants	4	4	5	\$43,000	\$44,400
33-3051.01	Police Patrol Officers	4	4	5	\$47,500	\$56,100
25-4021.00	Librarians	5	4	5	\$49,100	\$54,000
11-9151.00	Social & Community Service Managers	5	4	5	\$52,100	\$45,300
17-3023.01	Electronic Engineering Technicians	5	5	5	\$50,600	\$63,700
47-1011.01	First-Line Supervisors—Construction Trades	5	5	5	\$53,900	\$72,800
13-2011.01	Accountants	6	5	5	\$54,600	\$54,100
11-9021.00	Construction Managers	6	5	5	\$73,700	\$79,900

Alaska Career Ready Program Goals *

Provide to students and adults:

1. Career information
2. Assessments to measure skill levels
3. Instruction to enhance skills
4. Opportunity to document skills by earning a “Career Readiness Certificate”
5. A skilled Alaskan workforce for the future!

*** Partnership between Labor & Education ***



Self-Paced Instructional Courseware

KeyTrain and WIN



Applied Mathematics
(Levels 1-7)



Observation
(Levels 1-6)



Reading for Information
(Levels 1-7)



Writing and Business Writing
(Levels 1-5)



Locating Information
(Levels 1-6)



Team Work
(Levels 1-6)



Applied Technology
(Levels 1-6)



Listening
(Levels 1-5)



Work Habits (not assessed by Workkeys®)

- interpersonal interaction
- listening and speaking
- cooperation and respect
- self management
- resource management
- time management
- quality management
- problem solving



Courseware available to schools and job centers (all site license fees paid by EED and DOL).

Education Regulations

Effective School Year 2010-2011

1. 11th graders — 3 standardized workplace skill assessments

- Applied Math
- Reading for Information
- Locating Information
- Proctored, secure assessments



2. 6th & 8th graders — 3 informal pre-tests

- Applied Math
- Reading for Information
- Locating Information
- Quick, informal, need not be proctored



WorkKeys® in DOLWD

- Occupations identified by the AWIB as High Demand
- Any of the 113 AGIA occupations
- **Occupations for which an employer is working with DOL to develop a registered apprenticeship program**
- Trends Magazine, new employer info packets, newsletters, conferences, presentations, and Job Center Business Connection staff
- ACT certified Job Profiler on staff
- ALEXsys credential project coming soon

CTE Partnerships & Opportunities

- Tech Prep Consortium
- CTE Programs of Study
- School to Registered Apprenticeship Model
- CTSOs
- State Education Plan
- AGIA Training Plan
- AWIB
- Industry consortia
- UA Career Pathways
- Region V ACTE Conference – Anchorage 2010 !!
- AACTE
- AkSCA
- VTEP



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