



## State-sponsored foundational employability skills training and credentialing solution.

Online career-contextualized training develops the foundational skills required by most jobs, across industries. The training is self-directed, self-paced, and accessible from any computer or tablet any place, anytime.



**Soft Skills Training** teaches employability and social skills in a career context. Modules include Communicating Effectively, Conveying Professionalism, Promoting Teamwork & Collaboration, and Thinking Critically & Solving Problems. The courseware offers a blended learning approach with offline project-based activities and capstone projects to supplement the interactive digital curriculum.



**Digital Skills Training** is a self-paced course that provides learners with the skills needed to navigate technology in the workplace. Modules include Computer Operations, Internet Browsing, Digital Communication, Digital Documents, and Digital Security.



**Academic Employability Skills Training** offers a series of career-focused modules to improve learners' readiness in foundational academic employability skills including math, reading, and data. The courseware can be self-paced or delivered by an instructor, and all content addresses core skills required for entry into all 16 national career clusters.

Each training module contains a course component that includes instructional content, a knowledge-check quiz, and practice exercises that allow learners to apply the skills to real life, practical situations. To complete each module, learners take a posttest to recap what they've learned.

The posttest at the end of each module measures mastery of content. When the learner scores 80% or greater on the posttest, they earn an eBadge and advance to the next module. When learners have completed every module and earned their eBadges, they earn a Certificate of Completion.

### Did you know...

Learners who successfully complete the training courseware can access digital versions of their eBadges and Certificates of Completion. These digital badges can be shared on social media, added to an email signature, included in an online portfolio or resume, and more.



The Florida Ready to Work assessments determine achievement in essential life and career skills including critical thinking and problem solving, use of technology in the workplace, and foundational academic employability skills. The Florida Ready to Work credentials are signed by the governor and recognized as a common measure of career readiness.



To earn the **Soft Skills Credential**, learners must pass a one-hour proctored assessment validating mastery of workplace communication, professionalism, teamwork, collaboration, critical thinking, and problem-solving skills.

To earn the **Digital Skills Credential**, learners must pass a one-hour proctored assessment validating mastery of the foundational technology skills needed in the workplace, including computer operations, internet browsing, creating and sharing digital documents, and using common digital communication and security tools.



To earn the **Academic Employability Skills Credential**, learners must pass three, one-hour proctored assessments validating mastery of foundational workplace math, reading, and data analysis skills. There are four Achievement Levels that correlate with the U.S. Department of Labor O\*NET Job Zones 2-3-4-5, the nation's primary source of occupational data. The levels build on each other with each higher level indicating readiness for more jobs.



### Contact Us:

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### About Florida Ready to Work

Florida Ready to Work provides foundational employability skills training in partnership with school districts, workforce systems, state colleges, technical centers, adult education agencies, juvenile justice, corrections, employers, and other community-based partners statewide. Those who complete the program earn up to three stackable credentials, proof the individual is ready to work. The credentials are signed by Governor Ron DeSantis and recognized as a common measure of foundational employability skill readiness for most jobs across industry sectors.