



**FLORIDA**  
**ready to work**  
powered by **win**

**What's New 2024 – Webinar**

[floridareadytowork.com](https://floridareadytowork.com)

# Agenda

- Overview of New Learner Experience
- 2023-24 Florida Ready to Work Enhancements
- Implementation Innovation Highlights
  - CareerSource Central Florida
  - Duval County Schools – Duval Ready Diploma Designations
  - South Dade Technical College - IET Program



# New Learner Experience

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# New Learner Dashboard

The dashboard is titled "WIN career readiness system" and "Welcome back, Suzanne!". It features a top navigation bar with "Dashboard", "Assignments", "Reports", "Resources", and "Logout". A summary bar shows: 2.4 Hours Logged, 13 eBadges Earned, 1 Certificate Earned, and 0 Credentials Earned. A "FILTER BY: Show/Hide Offerings" dropdown and "ONET OnLine" link are also present.

The dashboard is divided into six main sections:

- Academic Skills Courseware:** Shows progress for Work Ready Math (40%), Work Ready Reading (40%), and Work Ready Data (20%). Includes a badge icon for 5/15 and a Level 1 Achievement Earned icon.
- Academic Skills Assessments:** Shows progress for Work Ready Math (0% Not Taken), Work Ready Reading (0% Not Taken), and Work Ready Data (0% Not Taken). Includes a badge icon for 0/3 and a Not Started icon.
- Soft Skills Courseware:** Shows progress for Communicating Effectively (100%), Conveying Professionalism (11%), Promoting Teamwork and Collaboration (0%), and Thinking Critically and Solving Problems (0% Not Started). Includes a badge icon for 1/4 and an In Progress icon.
- Soft Skills Assessment:** Shows Work Ready Soft Skills (100% Score: 150 (3/4/2023)). Includes a badge icon for 0/1 and a Credential Not Earned icon.
- Digital Skills Courseware:** Shows progress for Computer Operations, Internet Browsing, Digital Communication, Digital Documents, and Digital Security, all at 0% Pretest. Includes a badge icon for 0/3 and an In Progress icon.
- Digital Skills Assessment:** Shows Work Ready Digital Skills (0% Not Taken). Includes a badge icon for 0/1 and a Not Started icon.

# New Learner Courseware Landing Page

Welcome back, Suzanne!  
You're making great progress! Keep it up!

2.7 13 1 0  
Hours Logged eBadges Earned Certificates Earned Credentials Earned

← Back to Dashboard

## Academic Skills Courseware

Career-focused knowledge and skills to help you succeed in the workplace

WORK READY MATH WORK READY READING WORK READY DATA

### About this Course

#### OVERVIEW

Academic Skills Courseware is a self-paced course in which learners will develop the foundational workplace skills required for most jobs from entry level to professional. It is made up of three modules: Work Ready Math, Work Ready Reading, and Work Ready Data.

**Work Ready Math** builds mathematical reasoning and problem-solving skills to prepare learners to solve real-life workplace problems, such as calculating dimensions, costs, and percentages; reviewing transactions to ensure accuracy, and comparing rates.

Each module contains a placement test and five course levels, each with instructional content, practice exercises, practical application, and a posttest. You will automatically be placed in the appropriate level based on your placement test results.

#### OUTLINE

### Courseware Progress

Module	Progress	Fbadge	Latest Score
Placement Test	Completed  Level 2		Level 2 8/23/2023
Level 1	Posttest		100% Achievement Earned
Level 2	Posttest		100% Achievement Earned
Level 3	Posttest		Pretest - 10/24/2023
Level 4	Posttest		Not Started
Level 5	Posttest		Not Started

### Goals

- Earn eBadges**  
Score at least 80 percent on the posttest to earn an ebadge and unlock the next level of training.
  - Earn a Certificate of Completion**  
Pass the level posttests in all three modules to earn the Certificate of Completion for that Achievement Level.
- Each achievement level demonstrates foundational skills to pursue career pathways for corresponding O\*NET Job Zones.
- Achievement Level 5:** O\*NET Job Zones 1-5 occupations, which make up 100% of jobs
  - Achievement Level 4:** O\*NET Job Zones 1-4 occupations, which make up 83% of jobs.
  - Achievement Level 3:** O\*NET Job Zones 1-3 occupations, which make up 60% of jobs.
  - Achievement Level 2:** O\*NET Job Zones 1-2 occupations, which make up 35% of jobs.
  - Achievement Level 1:** O\*NET Job Zone 1 occupations, which make up 4% of jobs.

# New Learner Assessment Landing Page

Welcome back, Suzanne!  
You're making great progress! Keep it up!

2.7 Hours Logged   13 eBadges Earned   1 Certificates Earned   0 Credentials Earned

← Back to Dashboard

## Academic Skills Assessments

Assessments that validate career-focused knowledge and skills

### About these Assessments

#### OVERVIEW

Academic Skills Assessments solution is a workforce, education, and development tool comprised of three proctored assessments: Work Ready Math, Work Ready Reading, and Work Ready Data. There are four credential levels (Achievement Levels 2-5). Each level requires successful completion of all three assessments with scores at that level or above.

#### WORK READY MATH

#### WORK READY READING

#### WORK READY DATA

### Credential Progress

If you haven't completed the tutorial before, please start there for valuable information about the assessment and online navigation. **Good luck!**

Navigation Tutorial

Assessment	Status	Ebadge	Achievement
Work Ready Math	→ Tutorial   🔒 Assessment	🏆	🏆
Work Ready Reading	→ Tutorial   🔒 Assessment	🏆	🏆
Work Ready Data	→ Tutorial   🔒 Assessment	🏆	🏆

### Goals



#### Earn eBadges

Earn an eBadge for each of the three assessments by passing at Achievement Level 2 or above.



#### Earn a Credential

There are four credential levels (Achievement Levels 2-5). Each level requires successful completion of all three academic skills assessments with scores at that level or above. Earning a credential demonstrates your foundational skills to pursue career pathways for O\*NET Job Zones aligned to your Achievement Level.

- **Achievement Level 5:** O\*NET Job Zones 1-5 occupations, which make up 100% of jobs.
- **Achievement Level 4:** O\*NET Job Zones 1-4 occupations, which make up 83% of jobs.
- **Achievement Level 3:** O\*NET Job Zones 1-3 occupations, which make up 60% of jobs.
- **Achievement Level 2:** O\*NET Job Zones 1-2 occupations, which make up 35% of jobs.

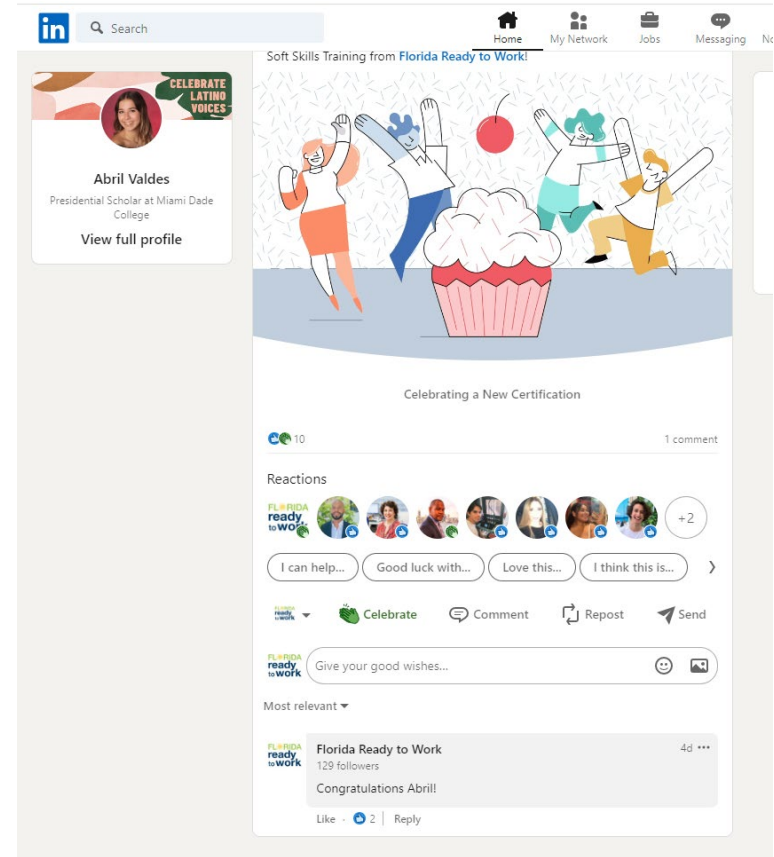


# 2023-24 Enhancement Reminders

[floridareadytowork.com](https://floridareadytowork.com)

# NEW! Digital Badging

- Share Florida Ready to Work Achievements electronically & on social media
- Employers can verify learners' achievements in real time
- **Learners MUST provide an email address to be able to access digital badging**







Florida Ready to Work

## Florida Ready to Work Credential - Soft Skills

SHARE PDF EMAIL EMBED HELP MORE

Sign in to access more options

**Melissa Xiong**  
View All Credentials

The Florida Ready to Work Soft Skills Credential is based on a proctored career readiness assessment validating mastery of the foundational work habits and situational judgement skills commonly required for most jobs according to the U.S. Department of Labor O\*NET Job Zone Framework. The holder of this credential has demonstrated mastery of work ready soft skills including:

### Communicating Effectively

- Understand the elements of effective listening, speaking, and writing
- Consider the purpose, audience, and medium of communication, including email etiquette, texting, and social media
- Understand the role of the customer and develop positive customer relationships
- Adopt a growth mindset and become an active learner
- Demonstrate strategies for conflict resolution

### Conveying Professionalism

- Build trust through punctuality, dependability, and accountability
- Demonstrate integrity, initiative, and a strong work ethic

### Share Credential

Show this credential on your social network



Add to My LinkedIn Profile

### Credential Verification

This credential is from a **verified issuer**

Verify Credential

### More about the Issuer

Florida Ready to Work

Visit Issuer Website

# THREE Stackable Credentials – Flexible Program

FLORIDA  
ready to work  
credential

## SOFT SKILLS

The State of Florida recognizes

### Sample Student

for demonstrating foundational soft skills including  
Communicating Effectively, Conveying Professionalism,  
Promoting Teamwork and Collaboration, and Thinking Critically and Solving Problems.

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Ron DeSantis, Governor  
State of Florida

 Endorsed by the National Work Readiness Council

FLORIDA  
ready to work  
credential

## DIGITAL SKILLS

The State of Florida recognizes

### Sample Student

for demonstrating mastery of foundational career skills in  
Computer Operations, Internet Browsing, Digital Communication,  
Digital Documents, and Digital Security.

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Ron DeSantis, Governor  
State of Florida

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FLORIDA  
ready to work  
credential

## ACADEMIC EMPLOYABILITY SKILLS

### ACHIEVEMENT LEVEL 3

The State of Florida recognizes

### Sample Student

for demonstrating foundational employability skills including  
Work Ready Math, Work Ready Reading, and Work Ready Data.

FLORIDACOMMERCE



Ron DeSantis, Governor  
State of Florida

 Endorsed by the National Work Readiness Council

# NEW! Work Ready Digital Skills

- **Computer Operations** – Identify and understand device types, parts of a computer, operating systems, common software applications, basic computer operations, and professional use of devices.
- **Internet Browsing**– Identify and understand the world wide web and internet, how to connect to the internet, browser basics and how to search the web, and professional use of the internet.
- **Digital Communication**– Identify and understand methods of digital communication including email, video conferencing, instant messaging and text messaging, social media etiquette, and professional use of digital communication tools.
- **Digital Documents** – Identify and understand different types of digital workplace documents including word processing spreadsheets, slide presentations, and online forms; document sharing and collaboration tools; and professional use of digital documents.
- **Digital Security**– Identify and understand security policies and procedures, password security, privacy settings, security software, spam and phishing, and virtual private network (VPN).

# NEW! Digital Skills Credential



- Digital – may be downloaded, printed and emailed on demand

- State-sponsored, signed by Governor

## Florida Ready to Work Credential - Digital Skills

The credential is based on a proctored career readiness assessment validating mastery of the foundational technology skills commonly required for most jobs according to the U.S. Department of Labor O'NET Job Zone Framework. The holder of this credential has demonstrated work ready skills including:

### Computer Operations

- Understand basic computer operations
- Identify main parts of a computer
- Recognize popular Operating Systems and how to update them
- Identify and select common software applications
- Understand the parts of the virtual desktop and how to change device settings
- Apply best practices for using a company-issued device in the workplace

### Internet Browsing

- Understand the definition, purpose, and basic infrastructure of the internet
- Understand how to connect to the internet
- Define World Wide Web and related tools and terminology
- Use common internet browsers
- Use search engines and evaluate results
- Apply best practices for using the internet in the workplace

### Digital Communication

- Understand methods of digital communication and define when it is appropriate to use each medium
- Recognize basic email providers and functions and understand the distinction between work vs personal email
- Identify video conferencing providers and functions and understand general etiquette
- Recognize text message and Instant Message providers and functions and understand general etiquette
- Identify popular social media platforms and understand general etiquette
- Apply best practices for using digital communication in the workplace

### Digital Documents

- Recognize common word processing applications and their functions
- Recognize common spreadsheet applications and their functions
- Recognize common slide presentation applications and their functions
- Understand how to complete online documents and forms, such as a fillable PDF or online job application
- Understand sharing documents and storing with file-sharing applications
- Understand how to collaborate on documents using shared applications
- Apply best practices for using documents, spreadsheets, and slide presentations in the workplace

### Digital Security

- Identify security policies and procedures and understand common workplace digital security protocols
- Understand password security and strength, using password management tools, and multi-factor authentication
- Identify spam and phishing attempts, and how to avoid and report them
- Understand basic computer and application privacy settings
- Identify common security software applications, their functions, and how to prevent or minimize effects of malware and viruses
- Recognize Virtual Private Network (VPN) software applications and their functions
- Understand the concept of a Digital Footprint
- Apply best practices for digital security in the workplace

To learn more about the O'NET Job Zone Framework, visit <https://oneline.org/help/online/zones>.

This credential is issued by Florida Ready to Work, a research-based foundational career readiness training, assessment, and credentialing program sponsored by the State of Florida; administered by the Florida Department of Commerce ([floridajobs.org](http://floridajobs.org)); and endorsed by the National Work Readiness Council ([nwrc.org](http://nwrc.org)), an independent national nonprofit workforce development, training, and advocacy organization.

Questions? 1.888.717.9461 Option 3 | [customerservice@floridareadytowork.com](mailto:customerservice@floridareadytowork.com)  
[floridareadytowork.com](http://floridareadytowork.com)

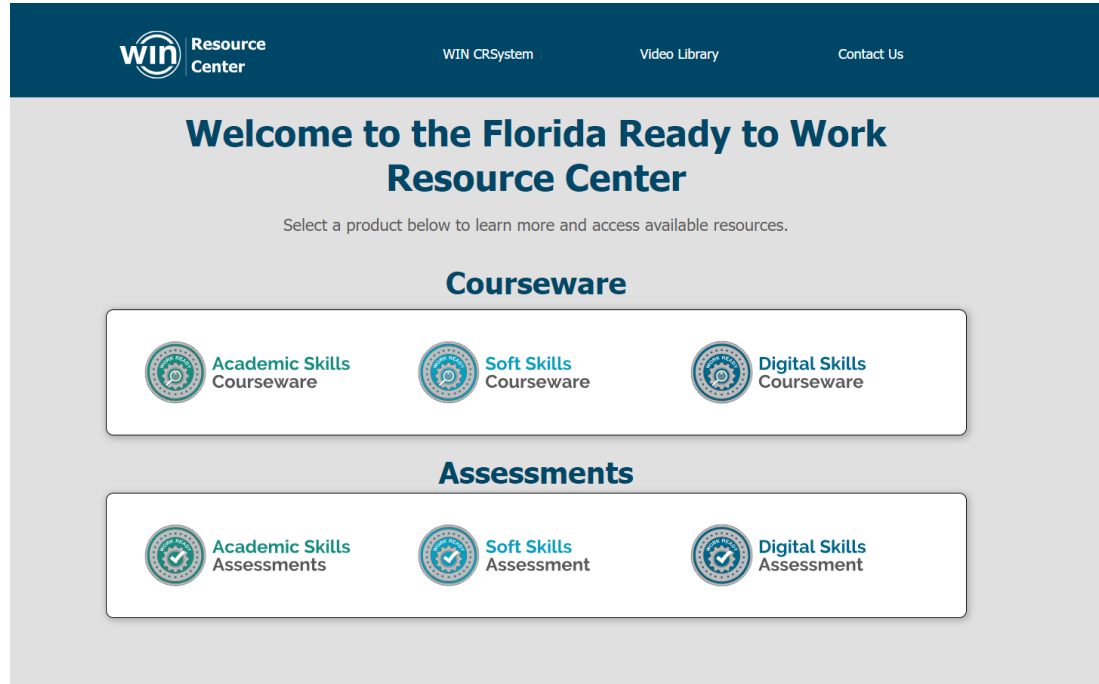
# NEW! Digital Skills Assessment

- One proctored assessment required to earn the Florida Ready to Work Digital Skills Credential
- 50 questions, all multiple choice
- 60 minutes, proctor option to extend testing time up to 2.59 hours
- Online assessment, scored in real time
- Pass / fail – passing scale score range of 205-240
- May be retaken

# NEW! Digital Skills Training

- 5 online modules
- Each lesson per module corresponds to a learning objective
- Pretest benchmarks skills
- Embedded learner interactions including video-based 'best and worse' scenarios and 'check your knowledge' activities
- Post test indicates readiness for proctored assessment required to earn the credential

# Updated Resource Center



The screenshot shows the top navigation bar with the WIN Resource Center logo, WIN CRSystem, Video Library, and Contact Us links. Below the navigation bar is a large heading: "Welcome to the Florida Ready to Work Resource Center". Underneath the heading is a sub-heading: "Select a product below to learn more and access available resources." There are two main sections: "Courseware" and "Assessments". Each section contains three buttons with circular icons and text labels: "Academic Skills Courseware", "Soft Skills Courseware", and "Digital Skills Courseware" for the Courseware section; and "Academic Skills Assessments", "Soft Skills Assessment", and "Digital Skills Assessment" for the Assessments section.

Customer Support – 888-717-9461, ext. 3



# Service Offering Reminders

[floridareadytowork.com](http://floridareadytowork.com)



# Single Sign-On Integration



Clever



# Single Sign-On Learning Management Integration

Florida Ready to Work has integrated with learning management systems in these schools/districts:

## **Clever**

Duval County  
Sarasota County  
St. John County  
Sumter County  
Jackson County  
Putnam County  
Pasco County  
Miami Dade County  
Florida State University Schools  
Tallahassee Community College Collegiate Academy

## **Canvas**

Orange County  
Brevard County  
College of Central FL  
St. John River State College  
Collier County Adult Ed  
Taylor County

## **ClassLink**

Okaloosa County  
Citrus County  
Martin County

**Just click app: [WIN Career Readiness](#)**

# Services

- Quick Start Guide
- Parent / Student Guide – *Coming Soon*
- Proctor Training
- Quarterly Updates / Implementation Strategy Sessions



# Implementation Innovation Highlights

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# Implementation Highlights

## CareerSource Central Florida



**Two Week Soft Skills Development**

### CAREER + CARE

Participants could earn certification for Florida Ready to Work. Also, learn about resources in our community, including important information presented by the Early Learning Coalition of Osceola.

**WHERE**  
CareerSource Central Florida Osceola  
Career Center at Valencia College Campus  
1800 Denn John Lane CIT Building, Suite 300  
Kissimmee, FL 34744

**WHEN**  
Monday - Thursday 10am - 3pm  
September 18th - 28th  
*Parking Available in Lot G*

**Who can participate in Career + Care?**

- Single mothers-to-be
- Single mothers with children 5 and under
- Must reside in Lake, Orange, Osceola, Seminole, or Sumter County
- Must be eligible to work in the United States




[CareerSourceCentralFlorida.com/CareerCare](https://www.CareerSourceCentralFlorida.com/CareerCare) 1.800.757.4598


Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/120 equipment.  
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# Implementation Highlights


## Duval County Schools – Duval Ready



**Career and Technical Education**  
Every Student. Every Day.

Elementary Middle High ESE 

### Duval Ready Diploma Designation



**Students who earn this diploma seal are “Ready to Work”**

Duval County recognizes the importance of preparing all students for life after graduation, and that includes focusing on direct instruction of professional skills. The Duval Ready Diploma designation is a diploma seal that students can earn, symbolizing that they have training in skills such as professionalism, communication, teamwork, and problem solving using the Florida Ready to Work (FRTW) curriculum. Students demonstrate mastery through a capstone project in their senior year, putting their skills to the test and making learning authentic.

# Implementation Highlights

## South Dade Technical College

**M-DCPS**  
**YOUR BEST CHOICE**

**Hemodialysis Technician IET Students Receiving Florida Ready to Work Credentials**

**#YourBestChoiceMDCPS**  
**#ImpactingTheFuture,Today!**

**SOUTH DADE TECHNICAL COLLEGE**  
**IMPACTING THE FUTURE, TODAY!**

FLORIDA  
ready to work STUDENT SPOTLIGHT



I STARTED USING THE SKILLS I LEARNED AT MY JOB AT PUBLIX AND IT REALLY PAID OFF. IT BECAME MUCH EASIER FOR ME TO TALK TO THE CUSTOMERS AND MY TEAM. I WAS ABLE TO CONNECT WITH THEM AND FIND OUT THINGS I DIDN'T KNOW ABOUT THEM.



SouthTech Academy (STA) is a public, tuition-free charter school, serving Palm Beach County students in grades 9 through 12. STA offers 11 career academies that prepare students to successfully earn a wide variety of industry certifications, preparing them for entry-level positions in their industry of choice.

Students from South Tech Academy in Palm Beach County

FLORIDA  
ready to work STUDENT SPOTLIGHT



THESE LESSONS WERE REALLY GREAT, ESPECIALLY SINCE I HAVE NEVER BEEN IN THE WORKPLACE. I GOT TO LEARN ABOUT WHAT GOES ON EVEN BEFORE I STEP IN THE WORKPLACE. I THINK FLORIDA READY TO WORK IS THE FUTURE, AND I'M PROUD TO BE PART OF THE FUTURE.





# Implementation Ideas

- GED Preparation; ESOL Integration; Part of IET Plans
- Prepare students / jobseekers for internships, OJT, work-based learning experiences, job fairs, apprenticeships, interviews, and more
- Career-contextualized instructional relevance for all learners requiring foundational math or reading refresher / remediation
- Gain credibly with your local business community that you're listening to their workforce needs
- Mid-Term Evaluation Tool or Beginning of Semester Evaluation
- Summer Youth Career Experiences

# Implementation Partner Payments

- Offset time / indirect costs of implementation
- \$10 for each unduplicated credential earned per learner, potential \$30 per learner
- All schools / adult education programs and local workforce development boards eligible
- Discretionary / non-designated funding, school district decides if payable to district or school
- Payable twice per year – January and July

**FLORIDA**  
**ready to work**  
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