

WIN Career Readiness System | Training



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Indiana Summer Institute 2015



Breakout Agenda 90 Minutes

Learning Outcomes:

1. Participant will recognize the benefits of WIN Learning's career contextual instructional design as a preparatory tool for college and career readiness.
2. Participant will understand the Soft Skills navigation and content via a hands-on training experience.
3. Participant will know how to access supplemental Soft Skills materials in the Career Readiness System.
4. Participant will recognize course implementation and integration strategies suited to the organizational goals.

Welcome and Introductions

Why WIN Learning?

Live Demonstration and Hands-On

- Welcome and Introductions
- Discussion of offline Soft Skills instruction and materials
- Demonstration of the Career Readiness System
- —Hands-on Training in Soft Skills
- Implementation Strategies
- Review/Q & A



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Align, Engage, Advance:
A Strategic Plan to Transform
Indiana's Workforce



Indiana Career Council
June 2014

The VISION

Every Indiana business will find the educated and skilled workforce necessary to compete successfully in the global economy

Every Indiana citizen will have access to the information, education and skills required for career success.

The GOAL

All Hoosiers will have the opportunity to access career pathways aligned to their interests, skills and personal employment goals. At least 60 percent of Indiana's workforce will have the postsecondary knowledge, skills, and credentials demanded within Indiana's economy by 2025.



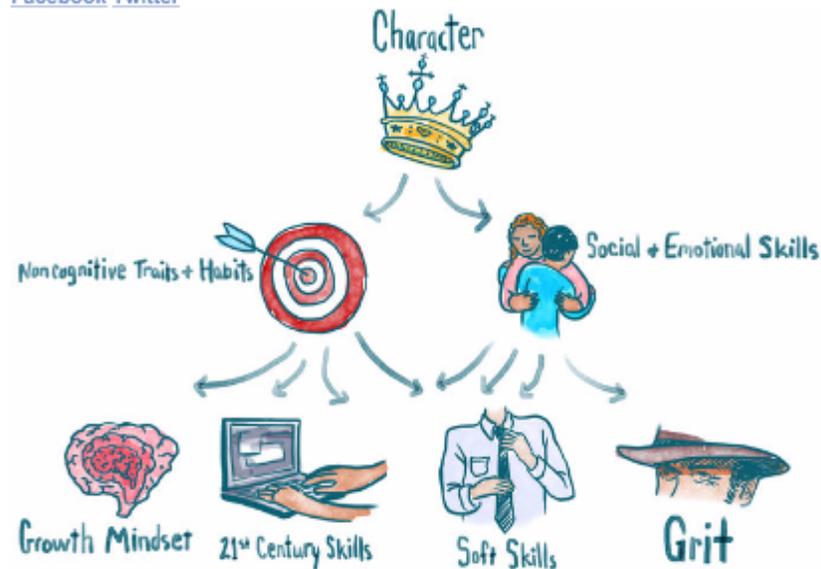
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Nonacademic Skills Are Key To Success. But What Should We Call Them?

MAY 28, 2015 7:03 AM ET

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LA Johnson/NPR

More and more people in education agree on the importance of learning stuff other than academics.

But no one agrees on what to call that "stuff".



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21st Century Skills



Grit



Character



Growth Mindset



Social + Emotional Skills



Noncognitive Traits + Habits



readiness redefined

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Module 1: Communicating Effectively

Module 2: Conveying Professionalism

Module 3: Thinking Critically and Solving Problems

Module 4: Promoting Teamwork and Collaboration

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Promoting Teamwork and Collaboration

softskills

Instructional Unit

Facilitator Guide

Objective 2: Describe how diversity can benefit a workplace.

As technology and the global economy have connected people worldwide, we have been exposed to more diversity than ever. If you search the Internet using the word "diversity," you will get hundreds of millions of results that discuss human rights as they relate to race, culture, age, and sexual orientation. If you search for "workplace diversity," your results will be more focused on employment laws.

The most common results you will receive regarding workplace diversity include human resources and information on the Americans with Disabilities Act and the Equal Employment Opportunity Commission.

The Americans with Disabilities Act (ADA) prohibits discrimination against people with disabilities in employment, transportation, public accommodation, communications, and governmental activities. The ADA also establishes requirements for telecommunications relay services.

The Equal Employment Opportunity Commission protects employees and job applicants from employment discrimination due to race, age, national origin, sexual preference, religion, sex (including pregnancy), and disability.

In 2011, more than 21% of the United States workforce included people with disabilities. Twenty-one percent may not sound like much, but if you think about it, that is more than one out of every five workers who has a disability. A disability is not always visible, and the ADA defines it "a mental or physical impairment that substantially limits one or more major life activities." One of those major life activities has to be considered significant and includes caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.

Diversity also includes more than what is apparent such as racial and cultural differences. Differences we do not often think of include communication styles, leadership styles, and socioeconomic status. When entering the workplace, you meet people from all types of skill and education levels, and people with different ways of thinking and different ways of doing things.

As human beings, we tend to gravitate toward people who are like us. In the workplace, you may find yourself thinking that if you work with people who do things the same way you do, tasks will be completed faster. To the contrary, falling into this way of thinking may cause you to miss out on valuable opportunities to learn new ideas from others. Diversity in the workplace actually allows for greater productivity, fosters more creativity, and creates better organizational and personal adaptability. Let's complete an exercise to help you think more about diversity.

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6

Promoting Teamwork and Collaboration

softskills

Instructional Unit

Facilitator Guide

Exercise: Connect the Dots

Procedure

Pass out copies of the "Connect the Dots" handout and pencils. Ask participants to try to complete the puzzle following the instructions on the handout. Give participants five minutes to work on the problem. Ask participants who know the solution not to share it with others. Everyone should remain quiet until the time has elapsed. Once the time limit has been reached, reveal the solution.

Connect all of the dots with four straight lines. Do not lift your pencil off the paper. Do not retrace any line. Lines may cross if necessary.



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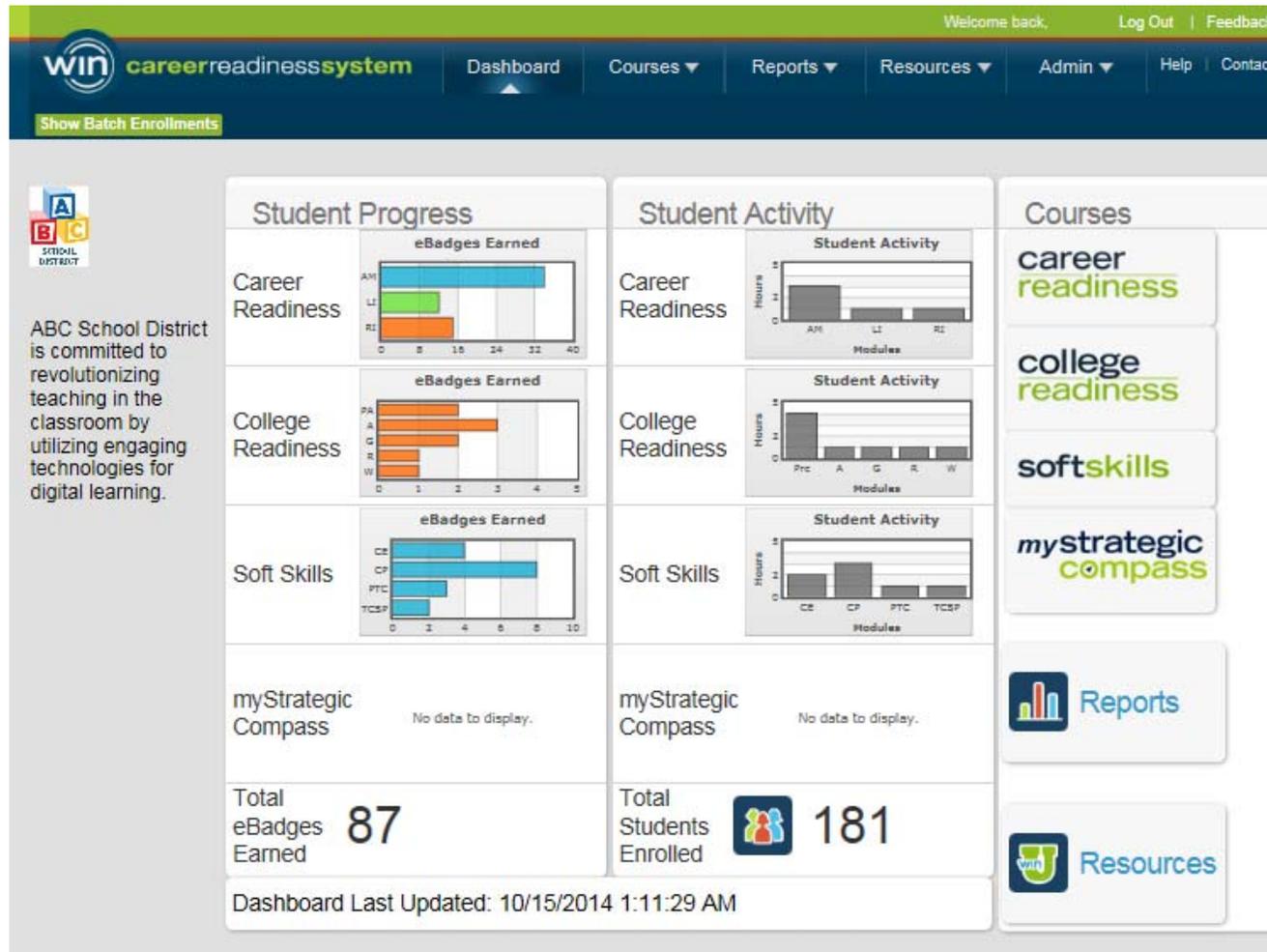
7

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1. Five objectives per module with classroom activities that address each one: **20 targeted activities.**
2. 18 Formative Assessments per module that address various aspects of the module topic: **72 interactive, student-centered activities**
3. Summative assessment per module to determine content mastery: **4 multiple choice tests focused on course content.**
4. Project-based learning activity per module that allow students to use the skills they have learned in a fun, interactive way. **4 project-based learning activity to extend learning.**

WIN Career Readiness System

<http://wincrsystem.com>



Training

Hands-On Training

Implementation Planning



Implementation Worksheet

The Organization: _____

The Population: _____

The Need: _____

The Implementation Plan: _____

The Success Data: _____

Personalize
your plan and
walk out today
with the next
steps in place!

Classes

Class naming convention for Indiana

- REGION + FACILITY PREFIX + TITLE + INSTRUCTOR + YEAR
- 9WO Columbus Jones 2014

Contact Information

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Implementation Consultant

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Questions and Answers

WIN Help Desk

1.888.717.9461 Option 3

support@winlearning.com

Thank you for Attending

