Using WorkKeys In Your School

TOPICS TO DISCUSS
- The Mission
- The Challenge
- The Solution
- Product Snapshot
- Score Reports
- Preparation/Remediation
OUR MISSION

HELPING PEOPLE ACHIEVE EDUCATION AND WORKPLACE SUCCESS
Your mission:
College & Career Ready
Employers report increased difficulty finding qualified candidates who are ready to work.

**THE CHALLENGE**

Ensuring learners are career ready and have increased their employability skills.

Employers report increased difficulty finding qualified candidates who are ready to work.
Measure the Critical SKILLS Needed for workplace SUCCESS

ACT® WorkKeys Assessments® are must have foundational skills assessments for an empowered, thriving workforce.
Relevant Skills

- WorkKeys Assessments measure a range of hard and soft skills relevant to any occupation, at any level, across industries.

ACT WorkKeys Assessments

- Assessments contain varying levels of difficulty, building on each other, helping your students excel step by step. The WorkKeys system is unique in that the skills measured apply directly to situations encountered in the working world. The tests do more than measure competency—they measure ability to use those competencies.

National Career Readiness Certificate

- Successful completion of WorkKeys assessments can lead to earning the ACT WorkKeys National Career Readiness Certificate®, a nationally recognized credential that your students will use while applying for jobs.
WorkKeys is a system of assessments, curriculum, and skill profiles that build and measure essential workplace skills that can affect job performance.
ACT WorkKeys Assessments

National Career Readiness Certificate (NCRC) Assessments

- Applied Math
- Graphic Literacy
- Workplace Documents

Non-NCRC Assessments

- Applied Technology
- Business Writing
- Workplace Observation
- Fit
# WorkKeys Overview

A multiple choice assessments measuring a range of hard and soft skills.

## Level 3 Applied Math

In your job as a cashier, a customer gives you a $20 bill to pay for a can of coffee that costs $3.84.

**Question:** How much change should you give back?

<table>
<thead>
<tr>
<th>Option</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>$15.26</td>
</tr>
<tr>
<td>B</td>
<td>$16.16</td>
</tr>
<tr>
<td>C</td>
<td>$16.26</td>
</tr>
<tr>
<td>D</td>
<td>$16.84</td>
</tr>
<tr>
<td>E</td>
<td>$17.16</td>
</tr>
</tbody>
</table>

Level 3 Applied Math

In your job as a cashier, a customer gives you a $20 bill to pay for a can of coffee that costs $3.84.

1. How much change should you give back?
   A. $15.25
   B. $16.16
   C. $16.26
   D. $16.84
   E. $17.16

   Correct Response:
   $16.16 = $20.00 - $3.84
Your students can determine their career readiness and abilities in each skill, while keeping an eye on benchmarks for improvement.

Your students can see how their test results compare to the skills needed in selected job profiles.
Get an overall view of your students’ abilities and pinpoint areas for curricular improvement to increase readiness.
National Career Readiness Certificate (NCRC)

The NCRC is awarded at four levels. Higher levels indicate a greater number of jobs for which a recipient is qualified.

**Platinum** indicates the skills required for approximately 99% of ACT-profiled jobs

**Gold** indicates the skills required for approximately 93% of ACT-profiled jobs

**Silver** indicates the skills required for approximately 69% of ACT-profiled jobs

**Bronze** indicates the skills required for approximately 17% of ACT-profiled jobs
A Nationally Recognized Credential

The ACT WorkKeys National Career Readiness Certificate (NCRC®) is an industry-recognized, portable, evidence-based credential demonstrating the essential problem-solving and critical thinking skills needed for workplace success.

4,771,908 NCRCs have been awarded at one of the four levels:

- **Bronze**
- **Silver**
- **Gold**
- **Platinum**

25,785 Employers are requiring or recognizing the NCRC nationwide

Data as of October 24, 2019
Use Case: WorkKeys Assessments

“ACT WorkKeys has helped tremendously by showing us who has initiative and can successfully walk in the door, ready to be trained to safely and effectively run a chemical plant.”

Todd Akard, Recruiter
Eastman Chemical Company
Kingsport, TN
ACT WorkKeys Curriculum: Improving learners’ skills step by step
The only curriculum aligned with the ACT WorkKeys NCRC Assessments

- ACT has been working to understand and improve college and career readiness for more than 50 years.
- Our focus is not just on increasing assessment scores but enhancing the skills required for success in the workplace.
- In our curriculum, we have an expanding catalog of courses available but we are best known for building the only curriculum that aligns with ACT WorkKeys National Career Readiness Certificate assessments.
Essential Skills Courses

Join the conversation using #ACTWorkforce @ACT
Key Features

- Courses can be either instructor led or assigned as self-paced
- Each course has a placement screener to recommend starting points for each learner
- Each course has distinct, but linked modules for each level
- Each lesson has an overview, practice, and a quiz at the end
- Each level module contains multiple topics and opportunities for learners to practice skills via embedded, interactive components
- Easy to create reports to track all data
- Accessibility Features
K-8 HS ACT College/Career Readiness
NCRC indicator on the following score reports:

- Aspire Summative (8th grade)
- PreACT 8/9
- PreACT
- ACT

Progress Toward the ACT National Career Readiness Certificate®

This indicator provides an estimate of the ACT National Career Readiness Certificate (ACT NCRC®) that students with your ACT Composite score are likely to obtain. The ACT NCRC is an assessment-based credential that documents foundational work skills important for job success across industries and occupations. Visit www.act.org/NCRC-indicator to learn more.

Composite Score: 21

Students with your ACT Composite score are likely to obtain a Silver level on the ACT NCRC.
Table 3.4. Likely ACT National Career Readiness Certificate (NCRC) Level Based Upon ACT Composite Score

<table>
<thead>
<tr>
<th>Student Group</th>
<th>ACT NCRC Level</th>
<th>N</th>
<th>%</th>
<th>Average Composite</th>
</tr>
</thead>
<tbody>
<tr>
<td>State</td>
<td>Platinum</td>
<td>8,044</td>
<td>11</td>
<td>29.8</td>
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<tr>
<td></td>
<td>Gold</td>
<td>14,076</td>
<td>18</td>
<td>23.7</td>
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<tr>
<td></td>
<td>Silver</td>
<td>23,781</td>
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<td>18.8</td>
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<tr>
<td></td>
<td>Bronze</td>
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<td>33</td>
<td>14.4</td>
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<td></td>
<td>Needs Improvement</td>
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<td>7</td>
<td>11.6</td>
</tr>
<tr>
<td>National</td>
<td>Platinum</td>
<td>319,043</td>
<td>18</td>
<td>30.2</td>
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<tr>
<td></td>
<td>Gold</td>
<td>407,880</td>
<td>23</td>
<td>23.8</td>
</tr>
<tr>
<td></td>
<td>Silver</td>
<td>546,439</td>
<td>31</td>
<td>18.9</td>
</tr>
<tr>
<td></td>
<td>Bronze</td>
<td>431,462</td>
<td>24</td>
<td>14.6</td>
</tr>
<tr>
<td></td>
<td>Needs Improvement</td>
<td>77,996</td>
<td>4</td>
<td>11.5</td>
</tr>
</tbody>
</table>

1 The ACT Composite scores associated with at least a 50% chance of earning each ACT NCRC level or higher are: 13 for Bronze, 17 for Silver, 22 for Gold, and 27 for Platinum. Based on those cut scores, students who earned an ACT Composite score of less than 13 are classified as ‘Needs improvement’ as they are unlikely to obtain an ACT NCRC. Students with an ACT Composite score of 13 to 16 are classified as ‘Bronze’ as they are likely to obtain a Bronze NCRC, 17 to 21 as ‘Silver’, 22 to 26 as ‘Gold’, and 27 or above as ‘Platinum’. Visit www.act.org/NCRC-indicator to learn more.
College & Career Ready
Education & Workplace Success
• ACT WorkKeys Curriculum Courses Brochure
  ** ask about a Demo

• Link: ACT WorkKeys for Educators and Administrators
  ** Click on Assessments from bar at the top
    1. Test blueprints
    2. Test administration
    3. Scores
    4. Preparation

• WorkKeys_NCRC_Educator flyer
Questions?

Thank you!

All recipients of ACT data and student information are reminded that they are responsible for protecting the confidentiality of that information in accordance with applicable laws and institutional policies. Score recipients assume responsibility for protecting the confidentiality of ACT data reported to them.