

On **March 22, 2017**, 11th-grade students in Richland Two will take WorkKeys®, a career readiness assessment that measures essential workforce skills. The state began requiring all third-year high school students to take WorkKeys in 2015. **All Richland Two high school students have the opportunity to utilize Career Ready 101, a preparatory course for taking WorkKeys.**

My child has never taken career and technical education courses. Will he or she be prepared for WorkKeys®?

The WorkKeys® assessment measures “real world” skills that employers believe are critical to job success. Eleventh-graders should be prepared for the test no matter which courses were taken in high school. Test questions are based on situations in the everyday work world. There are three parts of the assessment:

- **Applied Mathematics** — Measures skills people use when they apply mathematical reasoning, critical thinking and problem-solving techniques to work-related problems. Students set up and solve the types of problems and do the types of calculations that actually occur in the workplace.
- **Reading for Information** — The written texts include detailed and complicated memos, letters, directions, signs, notices, bulletins, policies and regulations. It is often the case that workplace communications are very detailed and difficult to comprehend.
- **Locating Information** — Measures skills people use when they work with workplace graphics. Students are asked to find or insert information in a graphic, and compare, summarize and analyze information found in related graphics.

How are results of these assessments used?

The results will help 11th-graders plan for the senior year and beyond. Consider the following:

- Do the scores show that the student is college and career ready?
- Are there courses that the student needs to take next year to improve chances of going to college or entering a career?
- Are there internships or jobs available where the student can use the WorkKeys® certificate to gain job experience?

What does a WorkKeys® score mean?

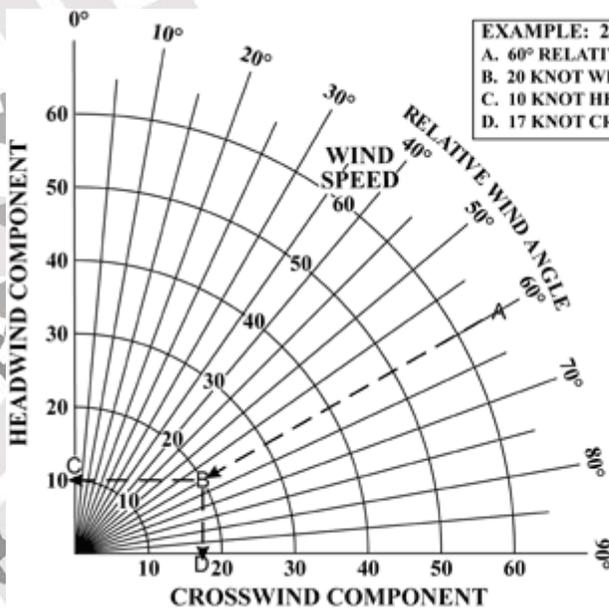
On each of the three assessments, a student receives a score of Level 3 through Level 7, with Level 7 being the highest possible score. Depending upon the **minimum** score received on all three assessments, the student may earn one of four National Career Readiness Certificates — Bronze, Silver, Gold or Platinum.

BRONZE	SILVER	GOLD	PLATINUM
Possess skills needed for <u>16%</u> of all jobs including professions such as, but not limited to, construction equipment operator, veterinary assistant, welder, etc.	Possess skills needed for <u>67%</u> of all jobs including professions such as, but not limited to, human resources manager, head cook, medical assistant, aircraft mechanic, radiologist technician, etc.	Possess skills needed for <u>93%</u> of all jobs including professions such as, but not limited to, speech pathologist, accountant, ship captain, climate change analyst, school counselor, etc.	Possess skills needed for <u>99%</u> of all jobs including professions such as, but not limited to, airline pilot, fuel cell engineer, mechanical engineers, physicist, etc.

Why is WorkKeys® important to students?

- It provides important information no matter what type of career a student plans to pursue after high school.
- Studies show that occupations requiring higher skills in math, locating information, and reading pay higher entry-level salaries.
- Skill levels show a stronger correlation to pay than education levels do.
- By increasing skill levels while still in school, students increase opportunities for higher salaries in the future.
- Students can use their results to get a better picture of their chances for success in the workforce and to improve areas where their skills are weak.

• SAMPLE ITEMS • SAMPLE ITEMS • SAMPLE ITEMS •



As an airplane pilot, you need to determine the crosswind component of the wind speed to ensure safe takeoffs and landings. According to the graph shown, if the reported wind speed is 45 knots at a 20° angle, what is the crosswind component, in knots?

- A. 15
- B. 25
- C. 43
- D. 45
- E. 65



You regularly check the pressure gauge on a large tank. According to the gauge shown, what is the current pressure (in PSI)?

- A. 30
- B. 35
- C. 40
- D. 45
- E. 100

All students enter the workforce eventually -- whether they get a job right out of high school, work part-time while continuing their education, or go to college first.

Thousands of state and national employers recognize the certificate.

More information will be coming to schools and counselors prior to the administration of WorkKeys®.

