Career Readiness Courseware & Credentials

Academic Skills Courseware Quick Reference Learner

1. Login to WIN Career Readiness System

Navigate to **<u>www.wincrsystem.com</u>** from any browser and login with your username and password.

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2. Enter the Courseware

Locate the **Academic Skills Courseware** tile on your dashboard and click **Go** in the top right corner.

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COURSEWARE	60→
Academic Skills Coursewa	are
Work Ready Math	0% 🕘 Not Started
Work Ready Reading	0% (•) Not Started

Note: The Dashboard is a snapshot of the eBadges (electronic badges), certificates, and credentials earned. Here you can print the snapshot data, update your profile, and view WIN announcements.

3. Start with the Placement Test

Academic Skills Courseware contains three modules: Work Ready Math, Work Ready Reading, Work Ready Data. Each module begins with a **Placement Test** to measure your current skill level.

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Academic Skills Counseware is a self-paced course in which learners will develop the foundational workplace skills required for most jobs from antry level to professional it is made up of three mobiles: Work Ready Math, Work Ready Reading, and Work Ready Data.	Placement Test	Congletal Level 3		Lood 2 E-Th-Term		ebelge and unlock the next level of tra		aning
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link linedy Math builds mathematical reasoning and indem-solving skills to prepare learners to solve real-life indicate problems, such as calculating dimensions, cores,	Level 2	$\mathbf{\hat{e}} \oplus \mathbf{\hat{o}} = \mathbf{\hat{e}} \oplus \mathbf{\hat{o}} \oplus \mathbf{\hat{o} \oplus \oplus \mathbf{\hat{o}} \oplus \mathbf{\hat{o} \oplus \oplus \mathbf{\hat{o} \oplus \oplus \hat{o} \oplus \oplus \mathbf{\hat{o} \oplus \oplus \hat{o} \oplus \oplus $	0	NMA Administration Extent		Each achievement is skills to pursue care	er pathways for co	foundation mesponde
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Select a language by using the dropdown menu, then click on **Start Here** to begin the Placement Test.

	English	4				
	English					
	Spanish					
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Module		P	rogress			
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Read each question, select your answer, and click the **Submit** button in the bottom right corner to continue.

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	√x FORMULA SHEET	# CALCULATOR	E GLOSSARY
Pat is preparing a webinar. On Monday, 17 people signed up to attend the webinar. On Tuesday, 24 people signed up to attend. How many people signed up on Monday and Tuesday?	○ A) -7 ○ B) 7		
	○ C) 40		
	O D) 41		
Quest	on 1	Su	bmit

Your score will be generated once the Placement Test is complete. Click **Continue** to return to the courseware homepage. You will begin in the appropriate level based on your Placement Test score.



4. Course Navigation

Begin the course by selecting an available level. Use the **Next** and **Previous** buttons at the bottom of the screen to navigate through the level.

You can change the language by clicking the **Language** button at the top. Audio can be enabled to read the text on the screen to you by clicking the **speaker** icon.

Note: In Work Ready Math, a basic four-function calculator and formula sheet are also available. Click on **Calculator** to open it.

Click **Exit** to leave the course and navigate back to the Academic Skills Courseware homepage.



Once you complete the level, there will be a posttest to measure your new skills. Score 80% or greater on the posttest to earn an eBadge and advance to the next level.

5. eBadges and Certificates

If you score 80% or greater on a posttest you will earn an eBadge (electronic badge).

There are four Certificate of Completion levels: Achievement Levels 2, 3, 4, and 5. The Certificate of Completion indicates you have earned a minimum number of eBadges in all subject areas.

Achievement Level 5:	Minimum of Level 5 in all three modules.
Achievement Level 4:	Minimum of Level 4 in all three modules.
Achievement Level 3:	Minimum of Level 3 in all three modules.
Achievement Level 2:	Minimum of Level 2 in all three modules.

6. Check Your Progress

View personal progress by reviewing your eBadge status from the Academic Skills Courseware tile on your dashboard.

COURSEWARE	60 -
Academic Skil	s Courseware
Work Ready Math	40% 😪 Level 2 Earned
Work Ready Reading	40% 😪 Level 2 Earned
Work Ready Data	20% 😪 Level 1 Earned
eBadges: 5 / 15	Level 1 Achievement Earn

If you earn the minimum number of eBadges, you will earn an Academic Skills Courseware Certificate of Completion.



7. Reports

Click on **Reports** in the top menu of your dashboard to view your Individual Report.

Dashboard Assignments Reports Resources ♀ ♀ ⊨ Logout

Find the courseware name and the date you completed the activity. If you earned a Certificate of Completion, click the Achievement Level to download your Certificate.

Work Ready Data					Ready 5	
						Achievement Level 5
Work Ready Data	Course Posttest	5	5	90		
Work Ready Data	Course	5.5.1				
Work Ready Data	Course	5.4.1				
Work Ready Data	Course	5.3.1				
Work Ready Data	Course	5.2.1		0		
Work Ready Data	Course	5.1.1				
Work Ready Data					Ready 4	
						Achievement Level 4
Work Ready Data	Course Posttest	4	4	80		
Work Ready Data	Course Posttest	4		0		
Work Ready Data	Course	4.6.1	4	100		



Need help? Contact WIN Suppor

Phone: 888-717-9461 Option 3

Contact WIN Support. Email: <u>support@winlearning.com</u>