

# MY WORK READY

Step by step career planning and development

**My Work Ready is a virtual career guidance application that helps job seekers assess, train, reflect, and prepare for their future.**

My Work Ready allows job seekers to quickly identify strengths and areas of need related to professional and foundational workplace skills.

Job seekers also complete reflective activities that help them identify their interests, values, and financial literacy and see how these relate to potential occupations.

The result is a detailed, personalized Career Plan with curated recommended occupations and suggested next steps to help the job seeker land their next job.

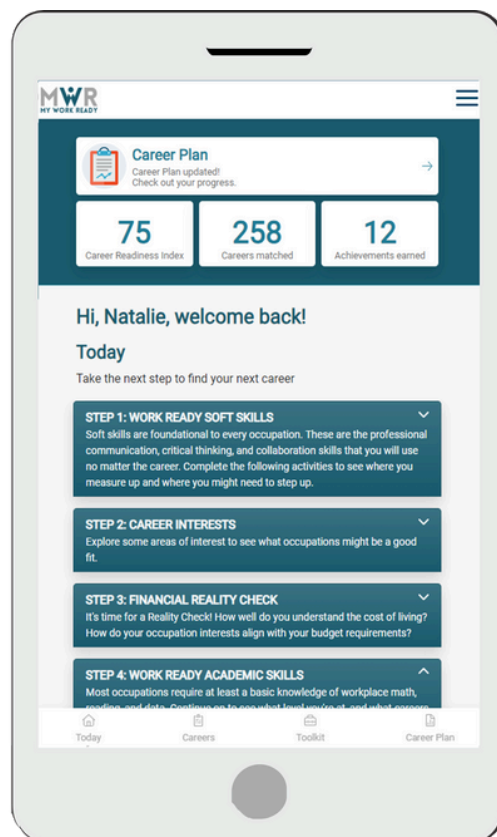
My Work Ready guides the job seeker through a series of steps on a clear and deliberate path to their next job. Participants can easily track their progress and update their personal information at any time.

## My Work Ready allows job seekers to:

- Gauge their current interests and employability skills.
- Improve their professional and foundational workplace skills.
- Explore occupations that are a good fit for their interests, skills, abilities, education, budget, and region.
- Search for jobs in their region that are aligned with their career plan.
- Improve their financial literacy.
- Prepare resumés and cover letters.
- Learn on the go via smartphone, tablet, laptop, or desktop.
- Easily share progress and results with career coaches.
- Collect Achievement Badges as they complete activities



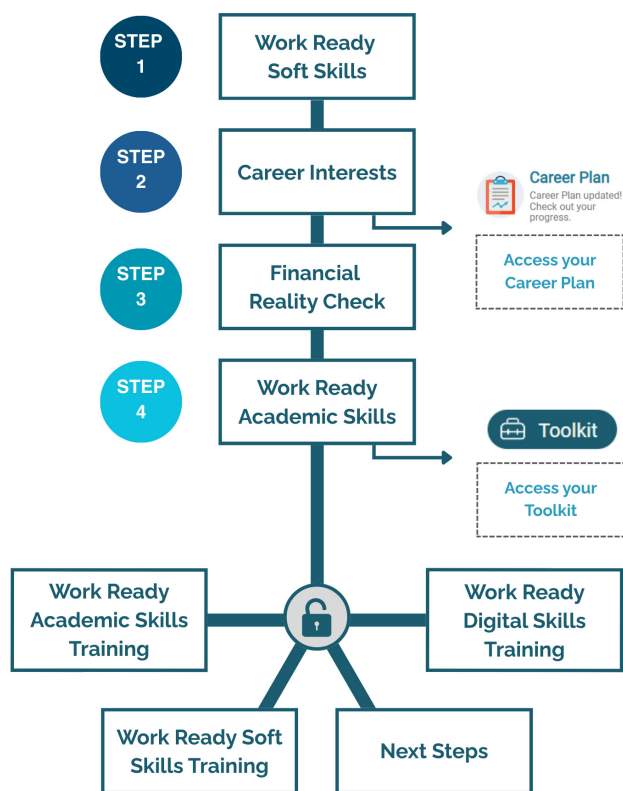
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MY WORK READY



## Award-winning career planning solution

My Work Ready was recognized as a winner in the Tech & Learning Awards of Excellence: Best of 2024 in the Higher Education category.

## MY WORK READY GUIDES THE JOB SEEKER THROUGH A SERIES OF STEPS ON A CLEAR PATH TO THEIR NEXT JOB.



**After completing steps 1-4, participants can explore career matches and their customized Career Plan to see occupation recommendations and next steps.**

### About WIN Learning

Since 1996, WIN's integrated approach to career readiness has given more than 10 million learners worldwide the tools, confidence, and skills necessary to excel. Our e-learning solutions include academic and employability skills courseware, assessments, and credentials as an important foundation for creating a more effective and efficient system to prepare learners and job seekers for career and life success.

### STEP 1: Work Ready Soft Skills

Work Ready Soft Skills includes four diagnostic quizzes to evaluate participants' communication, professional, problem-solving, and collaboration skills. They receive a score on 20 individual essential soft skills objectives to gauge their skill levels and identify where they can improve.

### STEP 2: Career Interests

Career Interests includes three brief surveys to identify participants' areas of interest, values, and other factors that are most important in the workplace. Once this step is complete, participants can view their career matches and Career Plan to see their curated occupation recommendations.

### STEP 3: Financial Reality Check

Financial Reality Check is a planning and budgeting tool that allows participants to calculate their monthly expenses, create a budget, and explore careers that meet their financial needs.

### STEP 4: Work Ready Academic Skills

Work Ready Academic Skills includes three quizzes to measure participants' foundational math, reading, and data analysis skills. Participants receive an Achievement Level in each skill area, which range from 1-5 and align to the US Department of Labor's O\*NET Job Zones to help determine readiness to pursue certain careers.

### Comprehensive Career Plan

The Career Plan is the culminating report that summarizes the job seeker's activity results, presents recommended occupations based on those results and offers suggestions for next steps in the participant's journey to their next job. Part of the Career Plan is the Career Readiness Index, a numerical representation of the participant's readiness to pursue careers based on their activity results, which increases as the participant continues to complete activities. The Career Plan updates as the participant completes or revisits activities and provides a personalized list of suggested next steps based on the participant's activity results.

### Occupation Recommendations

As participants complete the steps, they receive a personalized list of potential occupations powered by WIN's Occupation Recommendation Engine, which uses a proprietary algorithm to recommend occupations that best fit the participants based on their interests, job preferences, education, and activity results.

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