



Career Readiness
Courseware &
Credentials

Parent Guide

Preparing World Class Learners for a Ready to Work South Carolina

Whether their path leads to the workplace, college, trade school, or military, WIN provides your child with the tools to prepare them for the road ahead.

In spring 2018, the South Carolina Department of Education announced a partnership with WIN Learning to prepare South Carolina public high school students with the "knowledge, skills, and opportunity to be college ready, career ready, and life ready for success." (South Carolina Code of Laws, Title 59, Chapter 18)

By partnering with WIN, the South Carolina Department of Education has implemented the instructional courseware for students to determine achievement in foundational readiness and essential life and career skills including creativity and innovation, critical thinking and problem solving, and collaboration and teamwork, which are part of the "Profile of a South Carolina Graduate" framework. By focusing on building the foundational skills and work habits or employability skills needed to be successful, your child will understand the need for these important skills in the workplace.

The South Carolina Ready to Work Credentials have been administered statewide, online and in paper form, to approximately 70,000 students and adults annually since the spring of 2018. Learn about the Ready to Work and Essential Soft Skills resources at www.winlearning.com/sc-courseware.

Ready to Work and Essential Soft Skills Assessments

The South Carolina Ready to Work Credentials includes a combination of four valid and reliable assessments that are aligned to state/national standards for career and college readiness and workforce development system objectives.

WIN Ready to Work Applied Mathematics

Assessment measures foundational workplace mathematical reasoning and problem-solving skills.

WIN Ready to Work Locating Information

Assessment measures comprehension and application of workplace graphics such as charts, graphs, tables, forms, flowcharts, diagrams, maps, and instrument gauges.

WIN Ready to Work Reading for Information

Assessment measures comprehension and critical thinking using written text including emails, websites, letters, contracts, signs, notices, policies, and regulations.

WIN Essential Soft Skills Assessment measures foundational work habits and employability skills that employers nationwide commonly define as essential to gain and maintain employment, including cooperating with others, resolving conflicts and negotiating, observing critically, and taking responsibility for learning.

ready to work
credential 

essential
soft skills
credential 

Research shows that the foundational academic and employability skills taught and assessed by the Ready to Work Credentials are necessary for more than 85% of all jobs today. These skills are the basis for most career readiness jobs across the country providing national portability.

The Ready to Work and Essential Soft Skills Credentials are state certificates signed by the governor that your child can add to their portfolio. The credentials show that the learner has successfully mastered the foundational skills and that they are ready to work.

The Ready to Work assessments are scored on a scale from 3 to 7. The higher the scores, the greater his or her ability to perform more complex tasks and qualify for a broader range of jobs.

There are four **Ready to Work** skill levels:



PLATINUM: Level 6

Successfully pass a minimum of Level 6 in all assessments to be ready for 99% of jobs in the workforce. Occupations include: architect, chemist, geographer, anesthesiologist, and agricultural engineer.



GOLD: Level 5

Successfully pass a minimum of Level 5 in all assessments to be ready for 90% of jobs in the workforce. Occupations include: credit analyst, aircraft mechanic, medical transcriptionist, acute care nurse, and social worker.



SILVER: Level 4

Successfully pass a minimum of Level 4 in all assessments to be ready for 65% of jobs in the workforce. Occupations include: insulation installer, roofer, chef, pipe layer, flight attendant, and machinist.



BRONZE: Level 3

Successfully pass a minimum of Level 3 in all assessments to be ready for 35% of jobs in the workforce. Occupations include: construction laborer, electrician assistant, cement mason, and hygienist.

Your child will receive an individual score report with their results on each of the assessments and a Ready to Work Credential certificate.

South Carolina Career Readiness Test | Individual Score Report

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South Carolina Ready to Work Assessments Results

ASSESSMENT	YOUR LEVEL SCORE	POTENTIAL RANGE	YOUR SCALE SCORE	POTENTIAL RANGE
Applied Mathematics	6	Levels <3-7	257	200-270
Reading for Information	5	Levels <3-7	255	200-270
Locating Information	4	Levels <3-6	237	200-240

CREDENTIAL STATUS

Based on your scores, you earned a SILVER South Carolina Ready to Work Credential.

04/30/2018

UNDERSTANDING THE ASSESSMENTS, SCORES, AND CREDENTIAL

Applied Mathematics Assessment

Measures workplace mathematical reasoning and problem-solving skills from basic addition, subtraction, multiplication, and division to multiple math functions like calculating percentage discounts and markups.

Reading for Information Assessment

Measures reading comprehension and critical thinking related to written workplace text including emails, websites, forms, contracts, signs, notices, policies, and regulations.

Locating Information Assessment

Measures comprehension and application of workplace graphics such as charts, graphs, tables, forms, forecasts, diagrams, maps, and instrument gauges.

Credential Status:

The South Carolina Ready to Work Credential is earned by scoring a Level 3 or greater on all three assessments. Your Credential Level is determined by the (passed) of your three assessment scores. Refer to the reverse side of your Credential for a summary of the career readiness skills that you have demonstrated based on your Level Scores. There are four Credential Levels:

Platinum

Scored minimum of Level 6 on all three assessments. Indicates foundational skill readiness for 99% of jobs today.

Gold

Scored minimum of Level 5 on all three assessments. Indicates foundational skill readiness for 90% of jobs today.

Silver

Scored minimum of Level 4 on all three assessments. Indicates foundational skill readiness for 65% of jobs today.

Bronze

Scored minimum of Level 3 on all three assessments. Indicates foundational skill readiness for 35% of jobs today.

Questions? Contact your school testing coordinator.

The South Carolina Ready to Work Assessments and corresponding state-sponsored South Carolina Ready to Work Credential and the South Carolina Essential Soft Skills Assessment and corresponding state-sponsored South Carolina Essential Soft Skills Credential are provided by WIN Learning, a national career readiness solutions company.

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We must look to develop a skilled workforce that has both the hard and soft skills necessary to succeed in today's global economy.

Essential Soft Skills is a proctored assessment composed of questions measuring entry-level work tasks and behaviors including cooperating with others, resolving conflicts and negotiating. The questions in this subject area present situations that the learner might encounter at work and possible actions that could be used to deal with the situation. Students must earn a scale score of 70 to pass. Your child will receive an a score report and the Essential Soft Skills Credential certificate.

South Carolina Career Readiness Test | Individual Score Report

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STUDENT

SCHOOL DISTRICT Berkeley

HIGH SCHOOL: Philip Simmons High

South Carolina Essential Soft Skills Assessment Results

ASSESSMENT	YOUR SCORE	POTENTIAL RANGE	YOUR SCALE SCORE	POTENTIAL RANGE
Essential Soft Skills	PASSED	PASSED / NOT PASSED	93	0-100

CREDENTIAL STATUS

Based on your score, you earned a South Carolina Essential Soft Skills Credential.

04/30/2018

UNDERSTANDING THE ASSESSMENT, SCORES, AND CREDENTIAL

Essential Soft Skills Assessment

Measures foundational work tasks and employability skills that employers commonly indicate are essential to employment and job retention including: cooperating with others, resolving conflict and negotiating, solving problems and making decisions, being responsible for learning, and observing critically.

Your Score

Assessment is scored as Passed or Not Passed based on the total questions answered correctly, and it is not assigned a numerical score.

Your Scale Score

The questions assessed correctly converted to a common scale for consistency in reporting scores across different test forms, more accurate comparison of scores among all test takers, and measuring testing gains. Scale score is not the number or percentage of questions answered correctly. The minimum passing Scale Score is 70.

Potential Ranges

Lowest and highest possible Score and Scale Score for each assessment.

Credential Status: The South Carolina Essential Soft Skills Credential is earned by achieving a Scale Score of 70 or greater on this assessment. Refer to the reverse side of your Credential for a summary of the essential soft skills tested.

For more information about the credentials or courseware, visit www.winlearning.com/sc-courseware.

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