

Workshops

SkillPlan, a leader in Essential Skills, is pleased to present these in-depth workshops for professional development. These workshops will help you attain the important skills required to better prepare and serve industries and institutions in the area of Essential Skills.

Essential Skills Job Profiling

Ideal workshop for practitioners delivering Essential Skills applications in education and workplace settings.

- Understand the background and purpose of the HRSDC Essential Skills Research Project.
- Learn about the profiling methodology and how to create example tasks using complexity scales.
- Practice open-ended interviewing skills.

Dates: September 26 – 29, 2011

4-day workshop with daily assignments

Information Certificate



Workplace Materials Developer

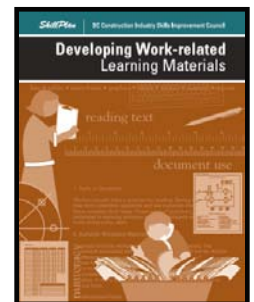
Learn how to develop work-related learning materials that directly connect transferable reading, document use, and numeracy skills to workplace applications.

- Learn a strategy that workers can apply to workplace tasks.
- Understand complexity levels and their applications.
- Develop work-related learning materials similar to those on the *How do your skills Measure Up* website.

Dates: October 17 – 21, 2011

5-day workshop with an optional final assignment

Certificates vary



Connecting Workplace Needs and Essential Skills

Learn about the process of integrating Essential Skills into the workplace.

- Understand models for designing and delivering Essential Skills interventions.
- Learn how to engage employers.
- Connect the Essential Skills dots to the workplace.

Dates: November 23 – 25, 2011

3-day workshop with an optional final assignment

Certificates vary



Online Courses

SkillPlan, a leader in Essential Skills, is pleased to present these online workshops for professional development. These workshops offer practitioners ideas on how to use these resources in instruction and provide an opportunity to share ideas with colleagues.

Controlling Complexity Online Support

Understand the elements of question structure. Explore how the complexity of questions can be controlled in order to scaffold learning.

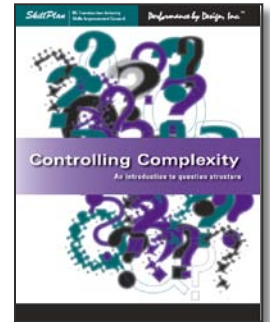
- Participants commit to reading the book and doing its exercises section by section outside of session times. Sessions are used as a forum for discussion, feedback, and support around the exercises and readings completed each week.
- The online format provides participants an opportunity to engage in discussions with other educators about question structure theory and practice.

Dates: CC03: Tuesdays, October 25, November 1, 8, 15 (2011) @ 1:00 pm Pacific Time

A session series: 4 sessions, 90 minutes each, once a week

Completion of sessions and exercises for a certificate of participation

Additional session series can be arranged for groups of 5 to 10 participants upon request.



Numeracy at Work

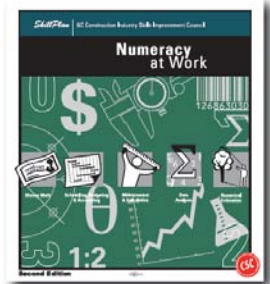
Learn how this resource can be a great tool for teaching your learners how numbers are used in workplace settings.

- Focus on examples of real workers completing job tasks for Money Math, Scheduling or Budgeting and Accounting Math, Measurement Math, and Data Analysis Math.
- Discuss how work applications can be used in instruction.

Dates: October 4 & 11, 2011 @ 1:00 pm Pacific Time

2-session course, each session 90 to 120 mins

Completion of a short assignment and final assignment for a certificate



Reading at Work

Learn how this resource can increase the ability of your learners to locate information in simulated work tasks.

- Link instruction to workplace applications, particularly thinking about reading as information processing.
- Review transferable reading strategies by using the SkillPlan publications *Workplace Reader* and *Facilitator's Guide*.

Dates: October 27, November 3 & 10, 2011 @ 1:00 pm Pacific Time

3-session course, each session 60 to 90 mins

Completion of a short assignment and a final assignment for a certificate



Thinking Strategies for Numeracy

Find out how this resource can be a valuable tool for learners who need to practice work tasks that involve integrating reading text, document use and numeracy skills.

- Learn a strategy that workers can apply to many types of work tasks.
- Discover how the accompanying e-book can be used to visually illustrate the thinking process.

Dates: November 29 & December 6, 2011 @ 1:00 pm Pacific Time

2-session course, each session 90 to 120 mins

Completion of short assignment and final assignment for a certificate

