1. Login to the WIN Career Readiness System

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



2. Enter the Courseware

• Select Career Readiness Courseware 2.0 from the Products dropdown or click the Career Readiness Courseware 2.0 item below your summary data and click Enter.



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

 Career Readiness Courseware 2.0 contains three subject areas: Applied Math, Graphic Literacy, and Workplace Documents. • Click on Placement Test to measure your current skill level in the subject area and be placed in the appropriate level based on your results.

Career Readiness 2.0									
Applied M	ath								
			Placement Test						
Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7			
Graphic Li	iteracy								
	Placement Test								
Level 1	Level 2				Level 6				
Workplace	Documents								
			Placement Test						
Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7			

• Start the Placement Test by selecting English or Spanish.

careerreadiness - C KEY WORDS FORMULA SHEET ESPANOL (HENU ES 1) EXIT
Level 1 - Placement Test
You are about to begin the level 1 Placement Test. To take the placement test in English press the English button. To take the placement test in Spanish press the Spanish button.
Once you begin, you WILL NOT be able to change languages until you reach the next level of the placement test or unlock the courseware.
ENGLISH ESPAÑOL

• Next, select your answer and click the Submit button in the top right to continue.

careerreadiness were KEY WORDS	FORMULA SHEET LANGUAGE (M	
Level 1 - Placement Test	Question 1 of 10	SUBMIT
What do the symbols in the box mean?	Ħ	
10#	 A) at ten 	
	B) number ten	

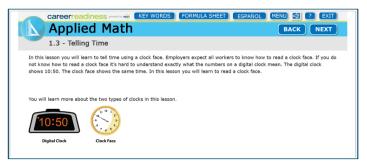
• After the Placement Test is complete a score will be generated. Click the Continue button to return to the Career Readiness Courseware 2.0 Homepage.

careerreadiness (Key Words) Formula sheet) (Language) (Menu) Applied Math	CONTINUE
Level 1 Placement Test Results	
ve answered 4 questions correctly and 6 questions incorrectly. core is 40%.	



4. Course Navigation

- Begin the course by selecting an available level. Use the Next and Back buttons in the top right 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 Applied Math, a basic four-function calculator and formula sheet are also available.*
- Click Exit to leave the course and navigate back to the Career Readiness Courseware 2.0 Homepage.



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

4. 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: Bronze, Silver, Gold, and Platinum. The Certificate of Completion indicates you have earned a minimum number of eBadges in all subject areas. Bronze – Minimum of Level 3 eBadge Silver – Minimum of Level 4 eBadge Gold – Minimum of Level 5 eBadge Platinum – Minimum of Level 6 eBadge



5. Check Your Progress

- View personal progress by reviewing your eBadge status from the Dashboard.
- If you earn the minimum number of eBadges, you will earn the Career Readiness Courseware Certificate of Completion.

6. Reports

- Hover over Reports from the top menu and select Individual.
- Find the courseware name and the date you completed the activity. If you earned a Certificate of Completion, click Earned to download your Certificate.

Name 1	Product Offering	1.11										
	Date Completed 12 T	Activity Start Time 🛛 🝸	Activity End Time	Session Time 🍸	Module T	Content Type 🝸	Level T	Level Score T	Scale Score T	eBadge 15 m	Credential 13 T	Certificate
 Nam 	Name: 101, Student									eBadges: 8	Credentials: 0	Certificates
×.	Product: Career Readiness 2.0									eBadges: 3	Credentials: 0	Certificates
÷	Product: myStrategic Compass									elladges: 2	Credentials: 0	Certificates
	+ Product: Ready to Work Courseware		00:05:05						eBadges: 2	Credentials: 0	Certificates	
	2018-11-15 01:57:31 PM	2018-11-15 01:57:11 PM	2018-11-15 01:57:31 PM	00:00:19	Locating Information	Placement Test	1		0			
	2018-11-15 02:01:34 PM	2010-11-15 01:57:42 PM	2010-11-15 02:01:34 PM	00:03:51	Reading for Information	Placement Test	1	1	80			
	2018-11-15 02:01:34 PM				Reading for information					Level 1		
	2018-11-15 02:01:47 PM	2018-11-15 02:01:36 PM	2018-11-15 02:01:47 PM	00:00:10	Reading for Information	Placement Test	z		0			
	2020-06-08 08:07:35 PM	2020-06-08 08:06:53 PM	2020-06-08 08:07:35 PM	00:00:43	Applied Mathematics	Placement Test	i	i.	100			
	2020-06-08 08:07:35 PM				Applied Mathematics					Level 1		
	2020-06-08 08:07:39 PM	2020-06-08 08:07:37 PM	2020-06-08 08:07:39 PM	00:00:02	Applied Mathematics	Placement Test	2		0			
*	Product: Ready to Work Credential		00:02:00						eBadge: 1	Credentials: 0	Certificates	
	2020-06-08 08:03:01 PM	2020-06-08 07:59:44 PM		00:02:00	Applied Mathematics			4	236			
	2020-06-08 08:03:01 PM				Applied Mathematics					Silver		

Need help? Contact WIN Support.

- Phone: 888-717-9461 Option 3
- Email: support@winlearning.com