Welcome!
We will begin shortly.
This webinar will be recorded.

Type a message in chat if you need tech support.

Click on Show Captions to turn on the automatic closed captions.

Workforce and Academic Skills in Harmony: An Introduction to the PA Foundation Skills
Christine Houck, Chrissie Klinger, Chuck Klinger, Destiny Simpson
Pennsylvania Adult Education Resources (PAAER)
Welcome

Pennsylvania Professional Development System

• Digital Literacy and Distance Education
• Workforce Development System Liaison Project / IET
• Communications Project
• Technology Project
• Professional Learning Opportunities
• MIS / eData Tech Support
Pair Share Activity

• Worked in a team to accomplish a task.
• Forgot an account password and had to reset it online.
• Clicked on a spam email thinking it was real.
• Made a mistake at work.
• Discovered a mistake someone else has made at work.
Session Objectives

Explore how the PA foundation skills were developed and how they align to the Workforce Innovation and Opportunity Act (WIOA).

Examine the digital literacy skills and transferable skills competency-based checklists that align to WIOA’s definition of workforce preparation skills.

Review a contextualized lesson plan that incorporates academic and workforce preparation skills.

Determine ways to use the PA Foundation Skills to support career pathway exploration, career planning and navigation, and IET program development.
Why PA Foundation Skills?

- Basic Computer and Mobile Skills
- Internet Skills
- Communication Skills
- Information Literacy Skills
- English Language Proficiency Standards for Adult Education (ELPS)
- College and Career Readiness Standards: Mathematics (CCRS Math)
- College and Career Readiness Standards: English Language Arts (CCRS ELA)

(PAAER, 2024)
PA Foundation Skills

(PAAER, 2024)
Workforce Preparation Skills

Digital Literacy Skills
- Basic Computer and Mobile Skills
- Internet Skills
- Communication Skills
- Information Literacy Skills

Transferable Skills
- Critical Thinking Skills
- Self-Management Skills
- Utilizing Resources
- Using Information
- Working with Others
- Understanding Systems
- Transition Skills

(PAAER, 2024)
Integrated Education Training (IET)

Adult Education and Literacy

Workforce Preparation

Workforce Training

(Alstrand et al., 2024)
Digital Access to the PA Foundation Skills

www.paaer.org
Fillable Skills Checklists

• Can be used by learners, instructors, and student support coordinators
• Can be filled out electronically or by paper
• Track progress and success

(PAAER, 2024)
On demand online course

- 4.5 hours
- Includes online assignments, videos, and a job embedded activity
- Participants meet with a facilitator to discuss how they will use the PA Foundation Skills with their learners
Other Professional Development Opportunities
# Digital Literacy Skills

## 4. Information Literacy

*Finds information online that assists in accomplishing personal and professional goals and evaluates information and shares it digitally in an ethical, responsible manner.*

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<th>Competency</th>
<th>Tasks</th>
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| 4.1| **Compares Online Search Results with Objectives**  
Solves problems by identifying the type of information needed and by describing how it will help to accomplish goals. | [ ] **Level 1:** Identifies a problem and selects from explicitly provided online sources of information that could be used to solve it. (IL 4.1.1)  
[ ] **Level 2:** Identifies a problem to be solved, draws upon existing knowledge to select the online sources of information needed, and outlines the steps to reach the goal. (IL 4.1.2)  
[ ] **Level 3:** Identifies a problem to be solved, selects information from a wide variety of online sources, and establishes an organized approach to reaching goals, reflecting upon the process and making adjustments as necessary. (IL 4.1.3) |
| 4.2| **Optimizes Online Search Strategies**  
Uses effective search strategies to find information online that will help to achieve goals. | [ ] **Level 1:** Follows explicit directions to complete a search for information relevant to goals. (IL 4.2.1)  
[ ] **Level 2:** Uses basic search strategies with increasing independence to complete a search for information relevant to goals. (IL 4.2.2)  
[ ] **Level 3:** Uses advanced search strategies to find information relevant to goals. (IL 4.2.3) |

(PAAER, 2024)
## 1. Critical Thinking

**SKILL**

Thinks clearly and rationally with an open mind to arrive at decisions or conclusions by examining evidence, analyzing relationships, and drawing conclusions from a variety of data.

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<th>Indicators</th>
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| 1.1| Observes critically. | - Sets purpose for observation and selects appropriate strategies, methods, and materials needed for observation.  
- Selects and attends to important information and details while observing.  
- Monitors observation and adjusts strategies, methods, and materials appropriately. |
| 1.2| Solves problems.      | - Recognizes and accurately defines or describes the problem.  
- Identifies possible causes and effects of the problem.  
- Determines possible solutions to the problem.  
- Uses prior knowledge, information gathered about the problem, and available resources to choose a problem-solving approach.  
- Collects and allocates resources to creatively solve the problem. |
PA Foundation Skills and Lesson Planning

- Lesson planning
- Developing SSLO for IET
- Design informal assessments
Group Activity- Lesson Plan Review

Can you identify one activity in the lesson that provides an opportunity for the adult learner to practice an academic, digital literacy, and transferable skill at the same time?

What additional activities might you suggest a student complete to practice the digital literacy and transferable skills that are included in this lesson?

If you could add one more workforce preparation skill from the PA Foundation Skills to this lesson, what would you add and why?
PA Foundation Skills and Student Supportive Services

- Identify skills during career awareness and career exploration activities
- Support career goal setting
- Develop action steps to achieve goal
PA Foundation Skills and Program Improvement

• Examine alignment to local workforce development area plan
• Collaborate with workforce partners to develop career pathway maps
• Design and deliver workplace literacy and education
PA Foundation Skills and Adult Learner Impact

• Experience more contextualized and meaningful lessons that integrate both academic and workforce skills.

• Use the checklists to self-assess their workforce skills and determine how those skills align to their career goals.

• Participate in Integrated Education and Training that provides academic, workforce preparation, and occupational training components concurrently and contextually.
Questions/Comments

Notice?

Wonder?
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**www.paaer.org**
References
