

Fresno Regional Workforce Development Board

A proud member of America's Job Center of CaliforniaSM Network

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Blake Konczal, Executive Director

OPERATIONAL DIRECTIVE

FRWDB OD # 10-20

Date Released: July 16, 2020

To: All Fresno Regional Workforce Development Board Providers of Services

From: Blake Konczal, Executive Director

Effective Date: August 1, 2020

Subject: WorkKeys Remediation Tool Transition

Applicable Program: All Programs

Revision History: Initial Release

This Operational Directive (OD) is to facilitate the transition from the WIN Careers WorkKeys remediation tool to the ACT WorkKeys Curriculum.

Beginning August 1, 2020 Providers of Services are to enroll all new WorkKeys remediation users into the ACT WorkKeys Curriculum.

All active WIN Career users must complete their current assignments prior to August 24, 2020. The current license for WIN Careers expires on September 7, 2020 at which time the software will no longer be available. Any progress reports must be produced prior to this date.

The ACT WorkKeys Curriculum includes a Spanish Language version for your English Language Learners.

If there are any questions, contact the FRWDB Deputy Director of Information Systems.