

South Carolina Job Ready U.

Navigating EducateWorkforce



## Get to know EducateWorkforce.

Following the live portion of the webinar please follow and complete the steps below before coming to the SC Job Ready U Workshop.

This activity is designed to help you become comfortable navigating the website on which the SC Job Ready U curriculum will be hosted.

Please feel free to complete this activity immediately following the webinar or at a time that is more convenient for you.

## Step One

Visit [bit.ly/scjru-webinar-ne](http://bit.ly/scjru-webinar-ne) or the link included in the SCJRU Webinar invitation email to access the Navigating EducateWorkforce course.

## Step Two

Click on the Navigating EducateWorkforce course and then on “Courseware” (Figure 1). This will take you into the Navigating EducateWorkforce course.

## Step Three

Click on the “Module Introduction” (Figure 2) to see how the goals and objectives for the course are laid out. This will be the same format that the Success Skills on the Job Ready U website will use.

## Step Four

Choose three sections that you would like to complete. Each section, containing a short video and multiple activities, will take about 10 minutes to complete.

## Step Five

Once you have completed three sections, click on the “Progress” button in the top navigation bar. The Progress page will show your progress in the course in a bar graph. A “Request Your Certificate” button will appear once you have successfully completed enough activities to pass the grading threshold (e.g. 50%). Click on the “Request Your Certificate” button in the upper right above the Course Progress graph and your certificate will generate (it may take a few minutes). Click the “Download Your Certificate” (Figure 3) to print out and bring to the SC Job Ready U Workshop or save it and bring as a digital copy.



Figure 1

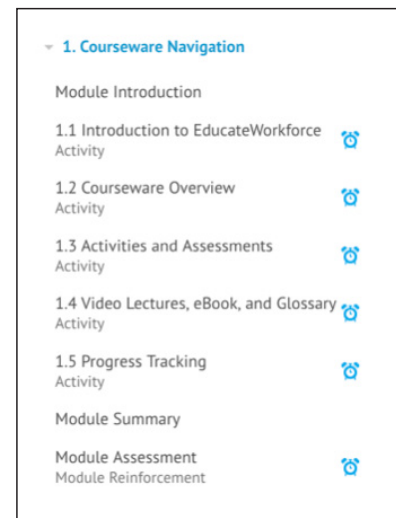


Figure 2



Figure 3