



**EDUCATION AND WORKFORCE DEVELOPMENT CABINET
OFFICE OF VOCATIONAL REHABILITATION**

Matthew G. Bevin
Governor

275 East Main Street
Mail Drop 2-EK
Frankfort, KY 40621
(502) 564-4440

Beth Kuhn
Commissioner

Hal Heiner
Secretary

Toll Free (800) 372-7172 (V/TTY)
Fax (502) 564-6745
ovr.ky.gov

Becky Cabe
Acting Executive Director

TO: Office of Vocational Rehabilitation (OVR) Staff
Office for the Blind (OFB) staff
Branch Managers, Counselors, and Assistants
CDPVT Director, Case Management Director, and Counselor(s)
Client Assistance Program (CAP)

FROM: Pat Cruse, MRC, CRC
CO Administrator

Holly Hendricks
Assistant Director of Program Services
Supported Employment/CRP Branch

RE: **Jobs for Kentucky's Graduates/JAG KY Program**
Pre-employment Transition Service

DATE: August 11, 2017

Jobs for Kentucky's Graduates (JAG KY) is a national program currently expanding to KY. The program provides a competency-based curriculum for in-school youths who have significant barriers to success that include disability, academic, physical, psychological, work related, and/or environmental. The competency-based modules provide up to 880 hours of content comprised of activities, project based learning, competency-based tests and work-based learning will be offered based on the individual needs of each consumer. The competency areas include career development, job attainment, job survival, basic skills, leadership and self-development, personal skill, life survival skills workplace and economic empowerment. These are consistent with Pre-Employment Transition Services as outlined in the Workforce Innovation and Opportunity Act (WIOA) that includes one or more of the following activities: Job Exploration Counseling, Work-Based Learning Experiences, Post-Secondary Counseling, Workplace Readiness Training, and Self-Advocacy Instruction.

The program will also help to meet Kentucky's workforce challenges to include soft skills/work readiness certification into College and Career Readiness requirements for school with regular assessments to ensure the demonstrated proficiency of these skills.

The JAG KY program targets students who are believed to be at risk for not completing high school or successfully transitioning into post-secondary schooling or the labor market because of academic, economic family or personal barriers. The program will be offered on a year-to-year basis for consumers. It will coincide with academic school years to individuals who meet the targeted group between the ages of 14-21. There will be a “Specialist” or “Career Coach” from JAG KY assigned to the school (not all schools will have this program yet). The Career Coach will identify the consumer and provide the referral to the counselor. This could include current open cases or those with disabilities who may be “potentially eligible”. The “Specialist/Career Coach” will complete and provide documentation to include The Individual Development Plan and minimum of quarterly reports documenting participation and progress.

Code	Procedure	Allowable Rate
00A 00B 00C 00D 00E	Group Program provided by JAG Kentucky *See Class List below.	BUN 6791 Rate of \$35/hr, not to exceed a maximum of \$4,500 within a 12-month period.
	Individual Counseling provided by JAG Kentucky	BUN 6791 Rate of \$35/hr, not to exceed a maximum of \$1,680 within a 12-month period.

Career Association (CA). Membership in the CA is required for JAG KY students. Through CA membership they engage with employers, have opportunities for apprenticeships, internships, job shadowing, complete industry practicums, complete a yearly service learning project (this project is done in groups), volunteer, and take workplace tours and industry field trips. Cost is included in the Group Program Rate and the appropriate expenditure code is 00B.

Counselors will authorize for the full year in August.

JAG KY will bill monthly, which will include: Student Name, Student ID#, County, School, Day/Hours Attended Class which will be broken down with time spent in each category code, Amount Billed per Student, and Total.

Counselors will reauthorize monthly based on time remaining. The anticipated classes will be included in the End of the Month Report so the counselor can reauthorize for the appropriate amount.

JAG KY will send monthly work readiness reports on all participants.

The JAG KY program class list is provided below:

INTRODUCTION	PRACTICE	MASTERY	CLASS LIST		OVR CATEGORY CODES
			BASIC SKILLS		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 21	Comprehend verbal communications	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 22	Comprehend written communications	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 23	Communicate in writing	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 24	Communicate verbally	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 25	Perform mathematical calculations	00D
SELF ADVOCACY INSTRUCTION					
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E. 26	Demonstrate team membership	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E. 27	Demonstrate team leadership	00D
SELF ADVOCACY INSTRUCTION					
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	F. 31	Understand types of maturity	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 32	Identify a self-value system and how it affects life	00E
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	F. 33	Base decisions on values and goals	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	F. 34	Identify process of decision-making	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	F. 35	Demonstrate ability to assume responsibility for actions and decisions	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	F. 36	Demonstrate a positive attitude	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 37	Develop a healthy self-concept for home, school, and work	00E
WORKPLACE READINESS TRAINING, WORK BASED LEARNING EXPERIENCES, &/OR POST-SECONDARY COUNSELING					
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 38	Evaluate a career plan to determine appropriate postsecondary educational options	00C
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 39	Identify how best to achieve marketable occupational skills for an entry-level job	00A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 40	Conduct a job analysis	00A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 41	Apply critical thinking skills	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 42	Demonstrate effective study skills	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 45	Understand the essential elements of high performing work teams	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 47	Demonstrate techniques for building commitment by others	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 48	Demonstrate an openness to change	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 49	Provide constructive feedback	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 51	Demonstrate politeness and civility	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 52	Demonstrate an ability to adapt to people and situations	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 53	Exhibit work ethics and behaviors essential to success	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 54	Set and prioritize goals and establish a timeline for achieving them	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 55	Demonstrate use of the problem solving process	00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 56	Demonstrate an ability to analyze the strengths and weaknesses of self and others	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 58	Identify ways to build mutual trust and respect	00D

WORKPLACE READINESS TRAINING & / or WORK BASED LEARNING EXPERIENCES						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	H. 60	Demonstrate punctuality and good attendance practices		00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H. 61	Demonstrate initiative and proactivity		00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H. 62	Demonstrate how to work effectively with others		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	H. 66	Demonstrate an ability to follow and give directions		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 69	Demonstrate a willingness to accept responsibility for one's own actions		00D
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H. 70	Demonstrate a commitment in completing work assignments accurately and in a timely fashion		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	H. 73	Demonstrate enthusiasm for work (career development)		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 78	Demonstrate basic computer operation skills		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 79	Demonstrate an ability to learn from past experiences		00D
<i>It is assumed that 9th grade students will remain in the JAG program through the 12th grade.</i>						
CLASS LIST						
INTRODUCTION	PRACTICE	MASTERY	BASIC SKILLS			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 21	Comprehend verbal communications		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 22	Comprehend written communications		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 23	Communicate in writing		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 24	Communicate verbally		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 25	Perform mathematical calculations		00D
SELF ADVOCACY INSTRUCTION						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	E. 26	Demonstrate team membership		00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	E. 27	Demonstrate team leadership		00D
SELF ADVOCACY INSTRUCTION						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	F. 31	Understand types of maturity		00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 32	Identify a self-value system and how it affects life		00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	F. 33	Base decisions on values and goals		00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	F. 34	Identify process of decision-making		00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 35	Demonstrate ability to assume responsibility for actions and decisions		00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 36	Demonstrate a positive attitude		00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 37	Develop a healthy self-concept for home, school, and work		00E
WORKPLACE READINESS TRAINING, WORK BASED LEARNING EXPERIENCES, &/OR POST-SECONDARY COUNSELING						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 38	Evaluate a career plan to determine appropriate postsecondary educational options		00C
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 39	Identify how best to achieve marketable occupational skills for an entry-level job		00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 40	Conduct a job analysis		00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 41	Apply critical thinking skills		00D

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 42	Demonstrate effective study skills	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 45	Understand the essential elements of high performing work teams	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 47	Demonstrate techniques for building commitment by others	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 48	Demonstrate an openness to change	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 49	Provide constructive feedback	00D	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 50	Negotiate solutions to conflicts	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 51	Demonstrate politeness and civility	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 53	Exhibit work ethics and behaviors essential to success	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 54	Set and prioritize goals and establish a timeline for achieving them	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 55	Demonstrate use of the problem solving process	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 56	Demonstrate an ability to analyze the strengths and weaknesses of self and others	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 58	Identify ways to build mutual trust and respect	00D	
WORKPLACE READINESS TRAINING &/OR WORK BASED LEARNING EXPERIENCES						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 60	Demonstrate punctuality and good attendance practices	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	H. 61	Demonstrate initiative and proactivity	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	H. 62	Demonstrate how to work effectively with others expectations	00D	
				expectations	00D	
				information being conveyed	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 66	Demonstrate an ability to follow and give directions	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 69	Demonstrate a willingness to accept responsibility for one's own actions	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 70	Demonstrate a commitment in completing work assignments accurately and in a timely fashion	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 73	Demonstrate enthusiasm for work	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	H. 74	Demonstrate an eagerness to learn new responsibilities or improve current responsibilities	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 78	Demonstrate basic computer operation skills	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 79	Demonstrate an ability to learn from past experiences	00D	
INTRODUCTION	PRACTICE	MASTERY	CLASS LIST			
			BASIC SKILLS			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 21	Comprehend verbal communications	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 22	Comprehend written communications	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 23	Communicate in writing	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 24	Communicate verbally	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 25	Perform mathematical calculations	00D	
SELF ADVOCACY INSTRUCTION						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	E. 26	Demonstrate team membership	00D	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	E. 27	Demonstrate team leadership	00D	
SELF ADVOCACY INSTRUCTION						

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 31	Understand types of maturity	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 33	Base decisions on values and goals	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 34	Identify process of decision-making	00E
WORKPLACE READINESS TRAINING &/OR WORK BASED LEARNING EXPERIENCES					
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 38	Evaluate a career plan to determine appropriate postsecondary educational options. * We use G.38 throughout the year. It's used to help them create their education/training plan. About 40% of our students go on to a 2 or 4 year school; the remaining 60% go straight into the workforce and some type of training program. Their Individual Career Plan is updated twice during the school year. We also take students to visit many campuses and have postsecondary speakers visit the classroom. This will all be listed under G.38.	00C
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 39	Identify how best to achieve marketable occupational skills for an entry-level job	00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	G. 40	Conduct a job analysis	00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 41	Apply critical thinking skills	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 42	Demonstrate effective study skills	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 45	Understand the essential elements of high performing work teams	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 47	Demonstrate techniques for building commitment by others	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 48	Demonstrate an openness to change	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 50	Negotiate solutions to conflicts	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 51	Demonstrate politeness and civility	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 52	Demonstrate an ability to adapt to people and situations	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 54	Set and prioritize goals and establish a timeline for achieving them	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 55	Demonstrate use of the problem solving process	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 56	Demonstrate an ability to analyze the strengths and weaknesses of self and others	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	G. 58	Identify ways to build mutual trust and respect	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 60	Demonstrate punctuality and good attendance practices	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 61	Demonstrate initiative and proactivity	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 62	Demonstrate how to work effectively with others	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 67	Demonstrate good reasoning skills, which result in thinking first, then taking action	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 69	Demonstrate a willingness to accept responsibility for one's own actions	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 70	Demonstrate a commitment in completing work assignments accurately and in a timely fashion	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 73	Demonstrate enthusiasm for work	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 74	Demonstrate an eagerness to learn new responsibilities or improve current responsibilities	00D
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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H. 79	Demonstrate an ability to learn from past experiences	00D

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INTRODUCTION	PRACTICE	MASTERY	CLASS LIST		
			WORKPLACE READINESS TRAINING, WORK BASED LEARNING EXPERIENCES, &/OR POST-SECONDARY COUNSELING		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A. 1	Identify occupational interests, aptitudes and abilities	00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A. 2	Relate interests, aptitudes and abilities to appropriate occupations	00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A. 3	Identify desired life style and relate to selected occupations	00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A. 4	Develop a career path for a selected occupation	00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A. 5	Select an immediate job goal	00A
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A. 6	Describe the conditions and specifications of the job goal	00A
WORKPLACE READINESS TRAINING, WORK BASED LEARNING					
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	B. 7	Construct a resume	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	B. 8	Conduct a job search	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	B. 9	Develop a letter of application	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	B. 10	Use the telephone to arrange an interview	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	B. 11	Complete application forms	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	B. 12	Complete employment tests	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	B. 13	Complete a job interview	00D
WORKPLACE READINESS TRAINING, WORK BASED LEARNING					
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	C. 14	Demonstrate appropriate appearance	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	C. 15	Understand what employers expect of employees	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	C. 16	Identify problems of new employees	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	C. 17	Demonstrate time management	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	C. 18	Follow directions	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	C. 19	Practice effective human relations	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	C. 20	Appropriately quit a job	00D
WORKPLACE READINESS TRAINING, WORK BASED LEARNING					
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 21	Comprehend verbal communications	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 22	Comprehend written communications	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 23	Communicate in writing	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 24	Communicate verbally	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	D. 25	Perform mathematical calculations	00D
SELF ADVOCACY INSTRUCTION					
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	E. 26	Demonstrate team membership	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	E. 27	Demonstrate team leadership	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	E. 28	Deliver presentations to a group	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	E. 29	Compete successfully with peers	00D
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	E. 30	Demonstrate commitment to an organization	00D
SELF ADVOCACY INSTRUCTION					

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 31	Understand types of maturity	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 32	Identify a self-value system and how it affects life	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 33	Base decisions on values and goals	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 34	Identify process of decision-making	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 35	Demonstrate ability to assume responsibility for actions and decisions	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 36	Demonstrate a positive attitude	00E
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	F. 37	Develop a healthy self-concept for home, school, and work	00E