



Workforce Issuance

100 DCS 14.343

☐ Policy ☒ Information

To: Chief Elected Officials
MassHire Workforce Board Chairs
MassHire Workforce Board Directors
MassHire Career Center Directors
MassHire Fiscal Officers
MassHire DCS Operations Managers

cc: WIOA State Partners

From: Alice Sweeney, Director
MassHire Department of Career Services

Date: June 17, 2020

Subject: **Register for Training:** WorkKeys Curriculum Placement Quizzes and Interpreting Results

Purpose: To provide workforce system staff with registration information for a training focused on administering the WorkKeys Curriculum Placement Quizzes as assessments for youth and adult job seekers.

Background Participants can expect to learn how to log into WorkKeys Curriculum, create job seeker accounts, assess job seeker accounts using the Placement Quizzes, and run & analyze a report of the job seekers' scores and progress in WorkKeys Curriculum. There will be two trainings, each with the same content. **Registration for each training is closed an hour before the training begins.**

- Tuesday, July 7th from 2 p.m. to 3 p.m.
- Thursday, July 9th from 10:30 a.m. to 11:30 a.m.

Action: Register for a session [here](#).

Inquiries: Please direct all questions to Allison McIntyre at allison.mcintyre@mass.gov.