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WELCOME TO THE  
SKILLS FOR SUCCESS PRACTITIONER

# Douglas College Motto





## Online Course Descriptions

ESK11001

“I liked the transferability to my own job...this module (as well as the others) sparked thought about my own position and the complexity levels for the Essential Skills.”

Quote taken from course feedback form

## ESK1104 Skills for Success Assessments Interpretation and Application

4 weeks (20 hours)

This course provides practical knowledge and application with a variety of Skills Assessments including formal scientifically validated tools, informal tools and self assessment tools. Participants gain an understanding of:

- x Preparing for and proctoring Skills for Success Assessments
  - Selecting an appropriate assessment tool
  - Preparing test takers
  - Administering the assessment
- x Item Response Theory (IRT)
- x Interpreting results in relation to work and learning goals
- x Formal assessment reporting
- x Assessment Debriefing

Upon completion of the course, students will be able to:

- ... Describe the three types of Skills assessments formal, informal and self assessments;
- ... Select and apply appropriate assessment tools;
- ... Prepare the test taker for the assessment;
- ... Administer/ proctor the assessment;
- ... Interpret test results, IRT and EIA scores in relation to specific occupational training goals;
- ... Prepare assessment reports;
- ... Perform effective assessment debriefs.

Pre-Requisite: ESKL 1001 or ESKL 1000 Introduction to Skills for Success or ESKL 2500 Indigenous Skills for Success Journey, Planting the Seeds for Growth

Note: The course number for on-site delivery is ESK1100.

## ESK1201 Creating a Skills for Success Portfolio

3 weeks (10 hours)

This course presents a three step process to help learners identify, understand and articulate their Skills for Success through the development of a Skills for Success portfolio.

Upon completion of the course, students will be able to:

- ... Explain the importance, purpose and value of creating a Skills for Success portfolio;
- ... Apply a process to identify and evaluate Skills for Success levels;
- ... Analyse labour market information and resources to identify occupational Skills for Success requirements
- ... Demonstrate how to prepare a Skills for Success portfolio.

Pre-Requisite: ESKL 1001 or ESKL 1000 Introduction to Skills for Success or ESKL 2500 Indigenous Skills for Success Journey, Planting the Seeds for Growth

Note: The course number for on-site delivery is ESK1200.



ESK1301 Bridging the Gap: Enhancing Skills for Success  
6 weeks (30 hours)

This course is designed to assist instructors with developing and delivering learning plans to build Skills for Success and includes:

- x Needs analysis Identify learner needs in relation to learner goals;
- x Develop learning plans to build targeted skills;
- x Select appropriate Skills for Success tools and resources to facilitate skill development; and
- x Develop Skills for Success learning activities.

This course i

Upon completion of the course, students will be able to:

Skills for Success Code: ESK1301-1827 (v.1) 2024-2025 (p. 16)

## COURSES AND FEES

### Online Fees for Scheduled Courses

Online course fees include access to our online learning platform, printable PDF files, webinars and discussion forums. Some materials and references are from online publications which are free and accessible to all.

Workshop Name	Weeks	Hours	Total Cost
ESKL 1001 Introduction to Skills for Success	4	16	\$462
ESKL 2301 Skills for Success Methodology and Task Analysis	6	30	\$670
ESKL 1104 Skills for Success Assessments, Interpretation and Application	4	20	\$566

ESKL 1201

# ENTRANCE & GRADUATION

All Skills for Success Practitioner Certificate (SFSP) courses are open to the public.

Entrance Recommendations:

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## FAQs (Frequently Asked Questions)

Q: What if I want to take only one course can I do this?

A: Yes, as long as you have the prerequisite for that course you will be allowed to register in any SFSP course you desire.

Q: Do I have to follow any specific order when taking the SFSP courses?

A: You may take the courses in any order as long as you have the required pre requisite for the course you are taking.

Q: How do I register for a course?

A: You can register in person, over the telephone or online at <http://www.douglascollege.ca>