### Accelerating Opportunity Pre-Qualification Interview

APPLICANT:	ECC ID#
ADDRESS:	CITY
EMAIL:	
PHONE:DATE_	PROGRAM
General Educational Questions	
Current ENROLLED NOT ENROLLED	
Current ASE ABE ESL LEVEL	
TABE CASAS DATESCORE	
Math proficiency	
Computer proficiency (CNC)	
GED HS DIPLOMA COLLEGE COURSEN	ORK
Availability for school	

### Work Experience & Skills Assessment

Currently: Unemployed Employed Shift/hours\_

- Any past/current jobs with related skills for either welding or CNC? i.e., construction, manufacturing, or computer based work/ programming.
- Candidate's level of understanding about the vocation of interest.
- If candidate is currently employed, does their current work schedule conflict with the class schedule. Is their current employer flexible?

### Funding Assessment

2 2 3

	Is the candidate currently	v unemployed and	receiving any	benefits? COOK	KANE DUPAGE
-	is the surface surface	, anompioyou una	roooning unit	501101110. 00011	

- Length of unemployment\_
- WIA qualification assessment
- □ FAFSA qualification assessment
- Needs/desires to work during program? YES NO Hours per week \_\_\_\_\_\_

Ba	ackground & Personal Barriers			
	Is candidate currently on any type of probation? Is there any legal or personal issue that could come up that would prevent them from completing the one-year program?			
	Does the student have a criminal background? Do they have any kind of convictions?			
	Do they have a valid driver's license in order to drive to school? YES NO			
	Do they have reliable transportation or a contingency plan?			
	Are there any family issues that could prevent them from attending classes? Will they be supportive of one-year commitment? YES NO			
	College ready?			
	o Motivation			
	<ul> <li>Time management</li> <li>Initiative</li> </ul>			
	<ul> <li>Initiative</li> <li>Emotional intelligence</li> </ul>			
	<ul> <li>Personal responsibility</li> </ul>			

6 mil

ABE083 Computer Literacy Pre-Test

Name:

ECC ID: \_\_\_\_\_

Directions: Using the list of words below, put the correct letter in the blank provided to complete the statement.

Hardware	icon	cursor paste	boot	left click	CPU	Excel	Title bar
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1. The parts of a computer that I can physically touch are known collectively as

2. What is the name given to the pointer that is controlled by the mouse?

- 3. What is the name given to a graphic symbol for an application, file, or folder?
- 4. When you insert text or other material from the clipboard or copy buffer, this is called

5. When you click on the left mouse button, this is called \_\_\_\_\_\_.

6. To start up a computer is called \_\_\_\_\_\_.

7. The processing chip that is the brain of the computer is called

Draw a line from the application on the left to the correct computer program on the right.

Access

<u>Computer Program</u> Excel
PowerPoint
Word

ABE083 Computer Knowledge Pre-Test Student Name: \_\_\_\_\_ ECC ID:

Recommended starting unit of instruction (circle one):

Desktop Operations File Management Email Word Internet Excel PowerPoint

**Directions to the instructor**: This test is in two parts: a written test for computer literacy knowledge and a demonstration test so that the instructor can observe the student's computer skills.

Begin by giving the entire class the written test (provided on the next page). They can work on it and then work on something else while you test each student individually.

For the individual test, orally give the following directions to each student. You do not need to use the exact words used below. Feel free to ask the student to complete additional tasks if you feel you'd like to see more from the student. Be flexible. This test is simply meant to be a short, overall indicator of what the student knows. Observe and determine how much of the following the student can successfully demonstrate without assistance and then, combined with the written test results, circle a recommended starting unit of instruction from the list above.

**NOTE:** It is entirely possible that the student can complete all the tasks in this pre-test and, in that case, is probably not a good candidate for this class and should be dropped and given a referral to computer classes at main campus.

- 1. Student boots computer and logs onto system
- 2. Student creates a folder using their name, eg., johnsmith
- 3. Student starts the Word program and types the following sentence into a Word file (observe keyboarding speed and accuracy):

Now is the time for all good men to come to the aid of their country.

- 4. Student now adds bold formatting to the word "men" in the sentence.
- 5. Student saves file using any name and moves it into the directory previously created
- 6. Student deletes newly created file and folder
- 7. Ask if student has an email address and if they check and send email regularly
- Ask student to start the internet browser and do an internet search for "Kane County Regional Office of Education"
- 9. Student starts the Excel program and types the following into an Excel spreadsheet (student does not need to save the spreadsheet, only needs to demonstrate that he/she can enter data):

Name	Birthday	Age
John Smith	December 12	17

## I-CAPS/iNAM Math Placement Test

Name ECC ID # CNC/Welding	/Dental/HVAC		Date		
6 <u>+2</u>	2 3 5 <u>+ 4 2</u>	Addition 5, 1 4 3 <u>+ 2, 3 5 6</u>		1, 1 0 4 +2, 3 4 2	
6 8 - <u>5 3</u>	985 <u>-321</u>	Subtraction	65,947 - 13,421		

		Multiplication		
9		302	671	
<u>x 4</u>		<u>x 24</u>	<u>x 35</u>	
		<b>F</b>		
1/ . 1/		Fractions		
$\frac{1}{4} + \frac{1}{2} = $				
2/3 – 2/6 =				
2/3 2/0		Division		
06	171			
2)96	3)471	5375/25=		
		Decimals	07	
1.2+7.8=	5.2+8=	23.56+40.	2/=	
> or .3 or ½?=</td <td></td> <td>То</td> <td>tal # missed</td> <td></td>		То	tal # missed	
		. 10		

### Advanced Manufacturing Student Information iNAM (TAACCCT)Grant June 20, 2013

#### **Explanation sheet**

#### Introduction

Illinois manufacturers are ready to hire a large number of employees but are having trouble finding qualified individuals. As a result, 21 Illinois community colleges have formed a consortium called the Illinois Network for Advanced Manufacturing (iNAM) to address this skills shortage by increasing capacity in their manufacturing programs and enhancing training pathways for students entering the field. The U.S. Department of Labor has provided funding to iNAM to support this effort.

#### Eligibility

Who is eligible for these programs: Veterans, TAA (trade adjustment) clients of the WIB (workforce investment board and/or workNet Centers), Dislocated workers, Incumbent workers, and anyone interested in a career in advanced manufacturing.

#### How to Start

A manufacturing (Mfg) advisor, faculty advisor, or if appropriate a case manager at the workforce investment board and/or workNet Center, is assigned to work with you throughout this process to:

- 1. Review all requirements and explain the Mfg programs at the college
- Coordinate, update, and guide completion of your personal Education Plan assisting you to graduation.
- Students must update their Educational Plan each semester. This requires at least two
  meetings with your advisor, one at the beginning and one at the end of the semester when
  courses are completed.

#### Program Requirements

Each iNAM college is required to gather and update information on students entering manufacturing programs.

#### Requirements for TAA clients, WIA clients, Veterans

Prior to enrolling for classes, complete your personal Education Plan and paper work with your case manager if you are a client with any Illinois workNet center. This would include anyone receiving Workforce Investment Act (WIA) support or Trade Adjustment Act (TAA) funding. If you are a veteran, contact the veteran's representative at your local college or workNet center for benefit information. Follow guidelines required by your funding source.

Examples of these guidelines:

- Full time enrollment
- Attendance Reporting
- Pre-approval of all schedule changes

Check with your Mfg advisor or WIB case manager for the specific rules that apply to **YOU**. Funding and service support can be terminated if you do not follow the procedures. Alert your instructor if you need signed attendance reports or other documentation.

#### **Evaluation of Study**

The U.S. Department of Labor requires that iNAM conduct an evaluation study to examine the impact of the grant and to provide information that would be useful to others seeking to create similar programs. This study will include interviews with students, businesses, and college personnel, and review college and employment records to see how students perform in the program and how successful they are in finding employment in advanced manufacturing.

### INAM STUDENT EDUCATION PLAN

iNAM	(TAACCCT)	) Grant
Stude	ent Education	n Plan

Student Information         Last:	INAM College:  Mfg Advisor guiding completion of Ed Plan and continually working with the student: LWIA #: Case Manager:			
Classification (detail in database)          Veteran         TAA Eligible         Dislocated Worker         Incumbent Worker         General Student Participant	Program of Study (Point-of-Entry)          NCRC         Bridge         CPT         Mechantronics         Machining (CNC)         Maintenance         Welding (Metalworking)			
Attach Certificate course list (page 3) to Ed Plan to monitor progress. <i>Include credit for prior learning.</i>				

I hereby agree to participate in this study including an exit survey and give my consent to authorized college representatives of the INAM consortium to exchange information in verbal and written form regarding my enrollment in manufacturing curriculum, use of college services, and subsequent employment. Results will remain confidential and will not be disclosed in any way that would identify me personally. Study results will be used to assist in improving educational strategies to advance career pathways for all students. I understand study data related to me will be destroyed when the study is completed.

Applicant Signature	
Date	
Manufacturing Advisor Signature	
Date	

https://www.inamdata.org/reports/education\_plan.phtml?districtid=&amp:... 12/12/2013

### INAM STUDENT EDUCATION PLAN

### Page 3 of 3

### CERTIFICATE COURSE LIST

 Student Name \_\_\_\_\_\_ ID # \_\_\_\_\_ Date

Certificate Title \_\_\_\_\_ Total Credit Hours

Career Readiness Testing (	use database to input scores)
NCRC	Y / N
Compass	Y / N
Accuplacer	Y / N
Other:	Y / N
	Y / N

NOTE * Required Courses	When to Take (date and semester)	Course Prefix	Course No.	Course Name (listed in sequence for completion)	No. Credits or NC = Non- crd	Grade or Prior Credit Awarded
				Total Hours		

#### \* P = Prerequisite for courses in certificate Dv = Developmental NC = Non-credit C = Credit

For assistance on how to transfer non-credit courses to credit bearing courses, contact your advisor.

Ed Plan Mfg Advisor \_\_\_\_\_

Phone #\_\_\_\_\_ Email\_\_\_\_\_

### iNAM (TAACCCT) Grant

### Participant Enrollment Packet

### Participant Info Participant Demographic Information: Participant ID: \_\_\_\_\_ Name: (First, Middle Initial, Last) Classification: U - Combat Veteran Address: \_\_\_\_\_ I Non combat Vateran City, State & Zip: Phone Number: (\_\_\_\_\_)\_\_\_-Email: \_\_\_\_\_ Social Security Number: \_\_\_\_\_- Gender: Date of Birth: \_\_\_\_/\_\_\_/ Age: \_\_\_ Hispanic/Latino: Unknown American Indian or Alaska Asian Native Hawaiian/Pacific Islan Race: White Unknown More than one race Black or African American Disability: Y / N Alternate Contact: \_\_\_\_\_

Alt Contact Phone: (\_\_\_\_)\_\_\_-Alt Contact Email: College at first enrollment:

> Mfg Advisor: LWIA#: \_\_\_\_\_ Case Manager: \_\_\_\_\_

Information Release Signed

			N - NOII-COINDAL VELETAIL
			I - Incumbent Worker
			T - TAA eligible
M/F			S - Eligible Spouse
			O - Other eligible
			G - General Student Participant
			D - Dislocated Worker
ıder		Cohort: 0	A - Participant Cohort B - Comparison Group 1 C - Comparison Group 2 D - Comparison Group 3
	How	first learned ab	out iNAM:
		Through emplo	oyment center
		Through Veter	an's center
		Through friend	l or relative
		Through busin employment	ess in which you sought
		Advertisement	s
		Came to colleg program	ge before hearing about the
		Not aware of s	pecific program
		Other (please	specify)
		Pell Grant	Eligible at enrollment: 🗌 No Yes

#### Employment, Educational Goals & Prior Experience:

Fm	nlover	t at e	enrolli	ment:

Employed Full Time - Employed Full Time
 Employed Part Time - Employed Part Time
 Laid Off or furloughed - Laid Off or furloughed
 Unemployed - Unemployed

Current Wage:

hour / week / month / year

#### Occupation if employed

- 11 Management Occupations
- 13 Business and Financial Operations Occupations
- 15 Computer and Mathematical Occupations
- 17 Architecture and Engineering Occupations
- 19 Life, Physical, and Social Science Occupations
- 21 Community and Social Services Occupations
- 23 Legal Occupations
- 25 Education, Training, and Library Occupations
- 27 Arts, Design, Entertainment, Sports, and Media Occupations
- 29 Healthcare Practitioners and Technical Occupations
- 31 Healthcare Support Occupations
- 33 Protective Service Occupations
- 35 Food Preparation and Serving Related Occupations
- 37 Building and Grounds Cleaning and Maintenance Occupations

#### Last occupation if unemployed

- 11 Management Occupations
- 13 Business and Financial Operations Occupations
- 15 Computer and Mathematical Occupations
- 17 Architecture and Engineering Occupations
   19 Life, Physical, and Social Science Occupations
- 21 Community and Social Services Occupations
- 23 Legal Occupations
- 25 Education, Training, and Library Occupations
- 27 Arts, Design, Entertainment, Sports, and Media Occupations
- 29 Healthcare Practitioners and Technical Occupations
- 31 Healthcare Support Occupations
- 33 Protective Service Occupations
- S5 Food Preparation and Serving Related Occupations
- 37 Building and Grounds Cleaning and Maintenance Occupations

- 39 Personal Care and Service
   Occupations
  - 41 Sales and Related Occupations
- 43 Office and Administrative Support Occupations
- 45 Farming, Fishing, and Forestry Occupations
- 47 Construction and Extraction Occupations
- 49 Installation, Maintenance, and Repair Occupations
  - ] 51 Production Occupations
- 53 Transportation and Material Moving Occupations
- 55 Military Specific Occupations

- 39 Personal Care and Service Occupations
- 41 Sales and Related Occupations
- 43 Office and Administrative Support Occupations
- 45 Farming, Fishing, and Forestry Occupations
- 47 Construction and Extraction Occupations
- 49 Installation, Maintenance, and Repair Occupations
  - ] 51 Production Occupations
- 53 Transportation and Material Moving Occupations
- 55 Military Specific Occupations

		Eighth grade or less	Educ	ational Barrier	S:			
	H	Some high school High school diploma		Disability				
Entering Educational level:	Ы	GED		Limited Englis	h			
chiening Educational level.	Р	Some college Two-year degree		Transportation	n			
	Н	Four year degree		Family respon	sibilities			
		Graduate school		Employment (	hours or	shift workir	ng)	
		Degree		Financial				
Educational Goal:	Н	Certificate (one-year or less) Certificate (two year)		Out of high so	hool for	over 15 yea	ars	
	Ы	Other training or activity		Other				
Prior Experience In Field:		0 years 1-2 years 3-5 years 6-10 years						
	Ы	11-15 years						
		Over 15 years						
Prior Experience Overall:		0 years 1-2 years 3-5 years						
	Ц	6-10 years						
	Н	11-15 years 16-20 years						
		21-30 years						
	Ц	31-40 years Over 40 years						
Why did you come to this program?		I lost my job, and wanted to s I lost my job and decided I no I wanted to change from my e I had a specific career goal th	eedeo existir	d more training ng job to a high	in my are er paying			
	П	Other (please specify)		quirea iraning.				
Yes, but I changed n	goa ny g on i	al and I am still pursuing it.						
Which of the following des	crib	e your attitudes towards educa	tion?					
				Strongly	Agree	Disagree	Strongly	
a Laniov looming in coho		ollego		Agree	П		Disagree	
<ul> <li>a. I enjoy learning in scho</li> <li>b. I believe education is in</li> </ul>		rtant for finding a good job.						
c. I prefer education that I								
d. I think my skills aren't v								
e. I tend to do well in scho								
		I see no reasonable alternative						
g. I am nervous about res								
h. I need some help to be		• •						
							1	

Which of the following describe your attitudes towards work?

- a. I expect to succeed in whatever I do
- b. I believe success mainly depends on being willing to work hard
- c. Finding a good job is largely a matter of luck.
- d. Going to work helps to give my life meaning.
- e. If I had a choice, I wouldn't work.

#### Previous Technical Training (check all that apply)

- ACT National Career Readiness Certificate
- MSSC Certified Production Technician
- MSSC Certified Logistics Assistant
- MSSC Certified Logistics Technician
- APICS Certified in Production and Inventory Management
- APICS Certified Supply Chain Professional
- NIMS Machining Level I
- NIMS Machining Level II
- NIMS Machining Level III
- NIMS Metalforming Level I
- NIMS Stamping Level II
- NIMS Stamping Level III
- NIMS Press Brake Level II NIMS Press Brake Level III

- NIIMS Slide Forming Level II
   NIMS Slide Forming Level III
   NIMS Screw Machining Level II
   NIMS Screw Machining Level III
   NIMS Screw Machining Level III
- NIMS Machine Building Level II
- NIMS Machine Building Level III
- NIMS Machine Maintenance Service & Repair Level II
- NIMS Machine Maintenance Services & Repair Level III

	Agree			Disagree
ł.				
	NADCA - Di FMA - Precis Certification IFPS - Fluid IFPS - Fluid SME - Lean	naking fied W fied W fied W fied W fied W ed Auto ad Cor e Cast sion S Powe Certifi ied Ma ied Ma	Level III elder elding Fabri botic Arc W elding Engir elding Sales elding Supe omation Pro itrol System ing Technic heet Metal ( r Certified T r Certified T cation anufacturing anufacturing	Velding heer s rvisor fessional s Technician ian Dperator echnician lechanic Technologist Engineer
	ASQ - Qualit ASQ - Qualit			

Agree Disagree

Strongly

Six Sigma

Strongly

4

### Assessment Info

#### Assessments:

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Prior Learning Assessments:

CLEP	Y / N	Transferring in credits? Y / N If yes, #
DSST	Y / N	Transferring in credits? Y / N If yes, #
College faculty developed challeng	ge exams Y / N	Transferring in credits? Y / N If yes, #
Evaluated non-college programs b	ACE Y/N	Transferring in credits? Y / N If yes, #
Evaluated Veterans programs	Y / N	Transferring in credits? Y / N If yes, #
Portfolio assessment by CAEL	Y / N	Transferring in credits? Y / N If yes, #
Assessment/Placement Tool:		
NCRC Location Information	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit Need Remedial Courses
NCRC Math	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit
NCRC English Language	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit
NCRC Personal Talent	Y/N Score:	Approved for credit courses? Y / N Require Non Credit Need Remedial Courses
NCRC Fit and Performance	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit Need Remedial Courses
COMPASS Reading	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit Need Remedial Courses
COMPASS Math Pre-Algebra	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit Need Remedial Courses
COMPASS Math Algebra	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit Need Remedial Courses
COMPASS Math College Algebra	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit Need Remedial Courses
COMPASS Math Trigonometry	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit
COMPASS Writing	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit
Accuplacer Reading	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit
Accuplacer Writing	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit
Accuplacer Math	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit
Other	Y/N Score: _	Approved for credit courses? Y / N Require Non Credit



### Term & Year Info

### Basic Year Info

¢i.

Year	Full or Part Time Student	Pell Grant Eligible	Has Student Education plan	Basic skills deficiency	Demonstrated Skills Gains Toward a Certificate/Degree	Success in credit- bearing courses
	Full / Part	Y/N	Y/N	Y/N	Y/N	Y/N

### Programs of Study

Year	Term	Туре	Bridge	Program of Study	Certificate	Date Began Program of Study
		☐ Grant Funded ☐ Non- Grant Funded		CPT Mech CNC Main Weld Green Bridge	<ul> <li>Certified Production Technician (CPT) – Certified Production Technician</li> <li>Certified Production Technician (CPT) – Manufacturing Production Certificate</li> <li>Green – N/A</li> <li>Maintenance – AAS Degree – Maintenance Technology</li> <li>Maintenance – Certificate in Maintenance</li> <li>Mechatronics – Certificate in Mechatronics/Automation</li> <li>Precision Machining (CNC) – AAS Degree – Advanced Manufacturing Technology</li> <li>Precision Machining (CNC) – Certificate in Computer Numerical Control (CNC) Operator I</li> <li>Precision Machining (CNC) – Certificate in Computer Numerical Control (CNC) Operator I</li> <li>Welding (Metalworking) – AAS Degree – Welding Technology</li> <li>Welding (Metalworking) – Advanced Welding Certificate</li> <li>Welding (Metalworking) – Certificate in Metal Fabrication</li> </ul>	
		☐ Grant Funded ☐ Non- Grant Funded		CPT Mech CNC Main Weld Green Bridge	<ul> <li>Certified Production Technician (CPT) – Certified Production Technician</li> <li>Certified Production Technician (CPT) – Manufacturing Production Certificate</li> <li>Green – N/A</li> <li>Maintenance – AAS Degree – Maintenance Technology</li> <li>Maintenance – Certificate in Maintenance</li> <li>Mechatronics – Certificate in Mechatronics/Automation</li> <li>Precision Machining (CNC) – AAS Degree – Advanced Manufacturing Technology</li> <li>Precision Machining (CNC) – Certificate in Computer Numerical Control (CNC) Operator I</li> <li>Precision Machining (CNC) – Certificate in Computer Numerical Control (CNC) Operator I</li> <li>Welding (Metalworking) – AAS Degree – Welding Technology</li> <li>Welding (Metalworking) – Advanced Welding Certificate</li> <li>Welding (Metalworking) – Basic Welding Certificate</li> <li>Welding (Metalworking) – Certificate in Metal Fabrication</li> </ul>	//

#### Industry Recognized Credential Obtained

Year	Term	Area / Degree or Certificate	
		Certified Production Technician (CPT) - Certified Production Technician	
		Certified Production Technician (CPT) – Manufacturing Production Certificate	
		Green – N/A	
		Maintenance – AAS Degree – Maintenance Technology	
		Maintenance – Certificate in Maintenance	
		Mechatronics – Certificate in Mechatronics/Automation	
		Precision Machining (CNC) – AAS Degree – Advanced Manufacturing Technology	
		Precision Machining (CNC) – Certificate in Computer Numerical Control (CNC) Oper	
		Precision Machining (CNC) – Certificate in Computer Numerical Control (CNC) Oper	ator II
		Welding (Metalworking) – AAS Degree – Welding Technology	
		Welding (Metalworking) – Advanced Welding Certificate	
		Welding (Metalworking) – Basic Welding Certificate	
		Welding (Metalworking) –Certificate in Metal Fabrication	

# Course Info Course History

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School Year	Term	Course Description	Course Level	Final Grade	
			_		
-					
	n dia dia kaominina dia kao				