

Frequently Asked Questions

What is the purpose of Florida Ready to Work?

The number one challenge business faces today is finding trainable, skilled workers. To meet this demand, employers have historically asked our schools for students with more math and better reading skills. Our schools then teach more math and more English, but what employers really need are students with workplace math, reading and problem-solving skills. They need employees who can crunch sales figures. They need employees who can read a technical product manual and locate the information needed to repair a high-tech piece of equipment. They need skilled workers who can be trained as their jobs change. To bridge this gap and to connect education, employers and jobseekers, the State of Florida created Florida Ready to Work.

Is there a cost to participate?

No. There is no cost – other than time – for students/jobseekers or employers to participate in the program.

How is the program funded?

Florida Ready to Work is funded by the Florida Legislature. There is no direct cost to participate in the program for students/jobseekers, employers, schools or other program partners.

Who are the Assessment Centers?

Florida Ready to Work and Soft Skills assessments are administered by the Broward College Testing Centers.

The Credential and The Assessments

What is the Florida Ready to Work Credential?

The Florida Ready to Work Credential is a personalized certificate, signed by Governor Ron DeSantis. The Credential shows employers that a student/jobseeker has the fundamental skills needed on the job and is ready to work. There are three credential levels – bronze, silver and gold.

What do the three credential levels mean?

The credential level – bronze, silver, gold – reflects the scores and skill levels of the student/jobseeker. The higher the student/jobseeker scores, the greater his/her ability to perform more complex tasks and qualify for a broader range of jobs.

BRONZE	Minimum score of 3 on all three Assessments Student/jobseeker has skills for 35 percent of jobs today
SILVER	Minimum score of 4 on all three Assessments Student/jobseeker has skills for 65 percent of jobs today
GOLD	Minimum score of 5 on all three Assessments Student/jobseeker has skills for 90 percent of jobs today

The credential level is determined by the minimum or lowest score across all three Assessments. For example, a student/jobseeker who scores a 4 in Math, 4 in Reading and 3 in Locating Information earns a bronze certificate because the lowest of the three scores is 3.

What is the process to earn the Florida Ready to Work Credential?

1. Sign up at a participating Broward College Career Center
2. Complete the online Placement tests to measure current skills
3. Use the online, self-paced Courseware to improve skills, if needed
4. Take the required proctored Assessments for Ready to Work or Soft Skills at a Broward College Testing Center
5. Earn a passing score on one or both Assessments
6. Receive the Florida Ready to Work Credential, signed by Governor Ron DeSantis

What skills do the Assessments measure?

Ready to Work Assessments:

- **Applied Mathematics** — Measures workplace mathematical reasoning and problem-solving skills from basic addition, subtraction, multiplication and division to multiple math functions like calculating percentage discounts and markups. The test-taker can use a calculator, and a formula sheet is provided and can be used while taking the assessment.
- **Reading for Information** — Measures reading comprehension and reasoning skills when using written text on the job including memos, letters, directions, signs, notices, bulletins, policies and regulations.
- **Locating Information** — Measures comprehension and application of workplace graphics such as charts, graphs, tables, forms, flowcharts, diagrams, floor plans, maps and instrument gauges.

The Assessments for Applied Mathematics and Reading for Information are scored on a scale from 3 to 7; the Assessment for Locating Information is scored on a scale from 3 to 6. On all three Assessments, the levels build on each other. For example, at level 5, the test-taker needs the skills from levels 3 and 4. The questions become more difficult at each level. The questions are multiple-choice.

Soft Skills Assessment:

- **Soft Skills** — measures competency in work tasks and behaviors including: cooperate with others, resolve conflict, negotiate effectively, solve problems, make decisions, observe critically, and take responsibility for learning.

How long does each Assessment take?

Each of the four Assessments required for the Florida Ready to Work and Soft Skills Credentials take about 1 hour to complete – a total of four hours of Assessments.

How do I access Florida Ready to Work?

Visit a Broward College Career Center to start your Ready to Work process.