The Workforce Innovation and Opportunity Act (WIOA), 2014, allows for workforce preparation activities to be integrated into adult education instruction. **Beginning in July 2016, Florida’s adult education curriculum frameworks will include the workforce preparation activities as shown below.**

**Workforce Preparation Activities**

The term “workforce preparation activities” means activities, programs, or services designed to help an individual acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in utilizing resources, using information, working with others, understanding systems, and obtaining skills necessary for successful transition into and completion of postsecondary education or training, or employment. (Workforce Innovation and Opportunity Act (WIOA), 2014).

The following activities should be integrated into the classroom instruction:

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| **Competency** | **Description** | **Content Area** |
| Critical Thinking  | All students will make decisions and solve problems by specifying goals, identifying resources and constraints, generating alternatives, considering impacts, choosing appropriate alternatives, implementing plans of action, and evaluating results.  | ReadingLanguage ArtsSpeaking and ListeningMath |
| Teamwork | All students will learn to work cooperatively with people with diverse backgrounds and abilities. Students will identify with the group’s goals and values, learn to exercise leadership, teach others new skills, serve clients or customers, and contribute with ideas, suggestions, and work efforts.  | ReadingLanguage ArtsSpeaking and ListeningMath |
| Employment  | All students will develop job search skills for employment such as completing an application, resume, cover letter, thank you letter, and interviewing techniques.  | Language ArtsSpeaking and Listening |
| Self-Management | All students should display personal qualities such as responsibility, self-management, self-confidence, ethical behavior, and respect for self and others.  | ReadingLanguage ArtsSpeaking and ListeningMath |
| Utilizing Resources | All students will learn to identify, organize, plan, and allocate resources (such as time, money, material, and human resources) efficiently and effectively.  | ReadingLanguage ArtsSpeaking and ListeningMath |
| Using Information | All students will acquire, organize, interpret, and evaluate information in post-secondary, training, or work situations. | ReadingLanguage ArtsSpeaking and ListeningMath |
| Understanding Systems | All students will learn to understand, monitor, and improve complex systems, including social, technical, and mechanical systems, and work with and maintain a variety of technologies.  | ReadingLanguage ArtsSpeaking and ListeningMath |