

## ***WORKSHOPS***

***JOB READINESS*** workshop is a two-fold presentation: high school education completion and workforce development.

First, it introduces participants to Adult Basic Education program opportunities offered in the DEOC service area. Participants receive a referral for the selected program. Payment assistance is also available to eligible participants for the GED or HiSET.

Then, in partnership with *Families First of MS*, participants learn how to present themselves and their skills through improved resume writing, interview skills, professional dress, and career planning.

***ACT REGISTRATION*** is available for high school juniors and seniors only. Participants receive registration completion, free practice test materials and online tutoring services, and a checklist for test day.

***ACT PREP*** is available for high school students and adult learners. These workshops equip participants with the tools needed to increase their scores.

### ***Workshop Offerings***

- ACT 1.5, in partnership with *Get2College*
  - Learn tips to improve your score and how colleges actually use your score
  - Virtual workshop in which participants can fully engage with facilitator (Ask questions, share comments, and more!)
- Standard ACT Prep
  - In-person session with Science, Math, Reading, and English instruction

***POSTSECONDARY APPLICATION*** workshop explains the college application process and helps participants match college majors with career choices. Participants have the freedom to decide which college/university best fits his/her needs. Participants receive a college planning tool kit (basic information regarding college selection process, financial aid, scholarships, and more) and assistance with application completion.

***FINANCIAL AID APPLICATION*** workshop provides an overview of financial basics and the completion of the Free Application of Federal Student Aid (FAFSA), facilitated by a Financial Aid Representative from one of DEOC's partnering institutions. Information regarding scholarships and other federal, state, school-based, and private funding sources is made available. Participants are instructed to bring the appropriate year's income tax return(s) to the workshop.

***STUDY SKILLS*** workshop introduces specific study skills that will contribute to academic success. Participants will develop useful study habits in the areas of effective listening, note taking, critical thinking, and time management. Participants engage in drills to apply skills and receive valuable handout information to reinforce skills. Workshop material is catered to both high school students and adult learners.

***FINANCIAL LITERACY***, in partnership with *MS Community Financial Access Coalition (MCFAC)*, offers tools and strategies that help participants build/rebuild credit and establish the base for overall financial wealth building. Participants learn how to reduce debt, increase savings, and gain financial confidence.

#### ***Workshop Offerings***

- Financial Literacy Bootcamp (5-week series)
  - Offered once a week for 2.5 hours over 5-week period
- Money Matters for Military Personnel and Families (8-hr class)

***COMPUTER TECHNOLOGY*** workshop offers basic Microsoft Word and Excel skills. A hands-on experience offers software information that covers navigating the programs, formatting documents, and structuring page layout. Participants are afforded the opportunity to create individual and unique Word and Excel documents during the workshop.