

Getting Started with the WDSA Skills Assessment & Application

Please review the following directions to familiarize yourself with the steps to complete the Skills Assessment & Application.

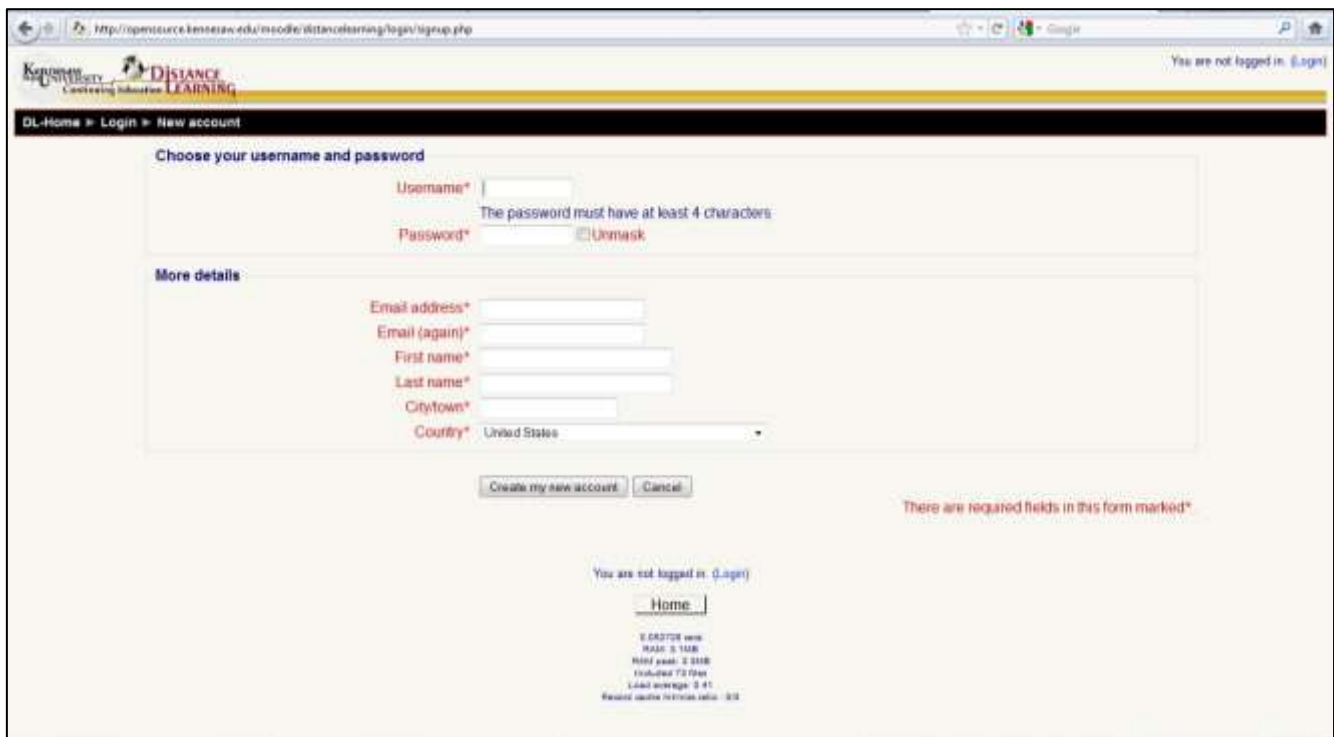
Overview of Steps:

- 1) Setup account to take Skills Assessment online
- 2) Complete Skills Assessment
- 3) View results of Skills Assessment
- 4) Submit program Application

To begin the Skills Assessment, you will need to create a new account for yourself.

Visit: <http://opensource.kennesaw.edu/courses/login/signup.php>

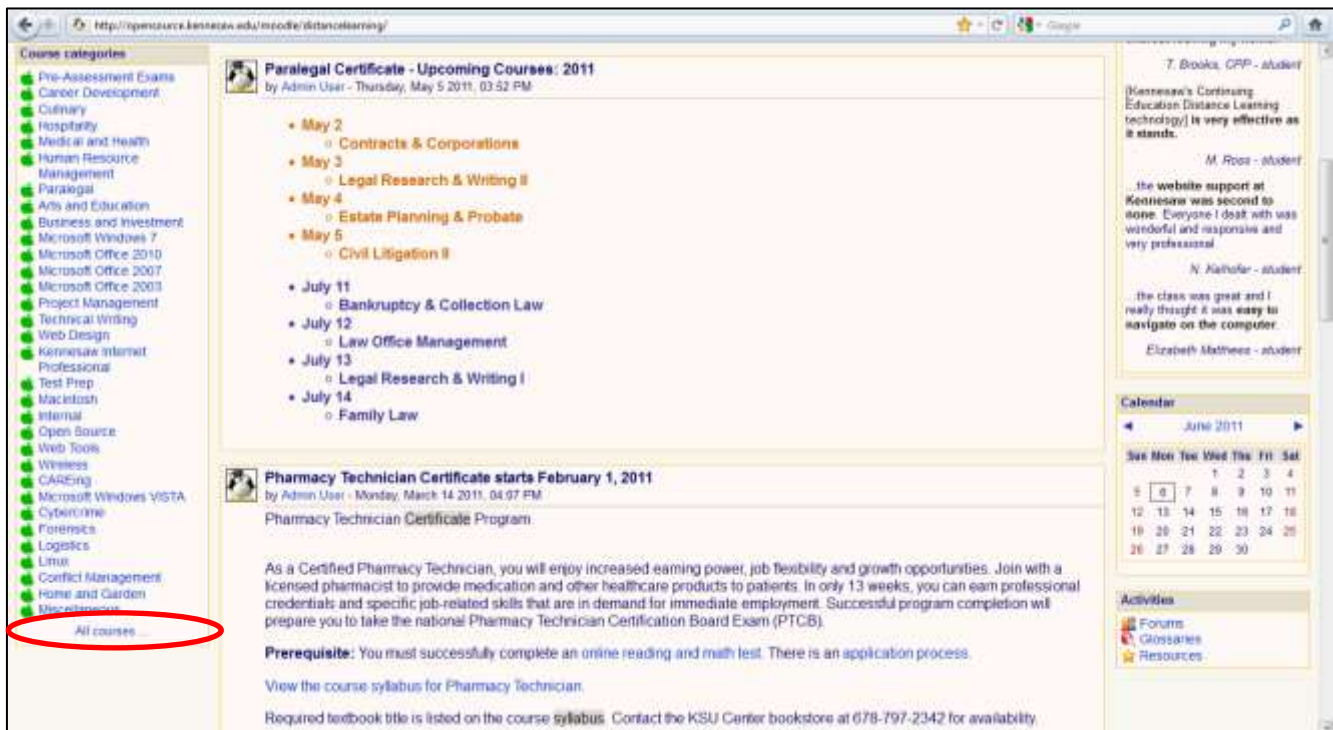
1. Fill out the New Account form with your information. All fields are required.



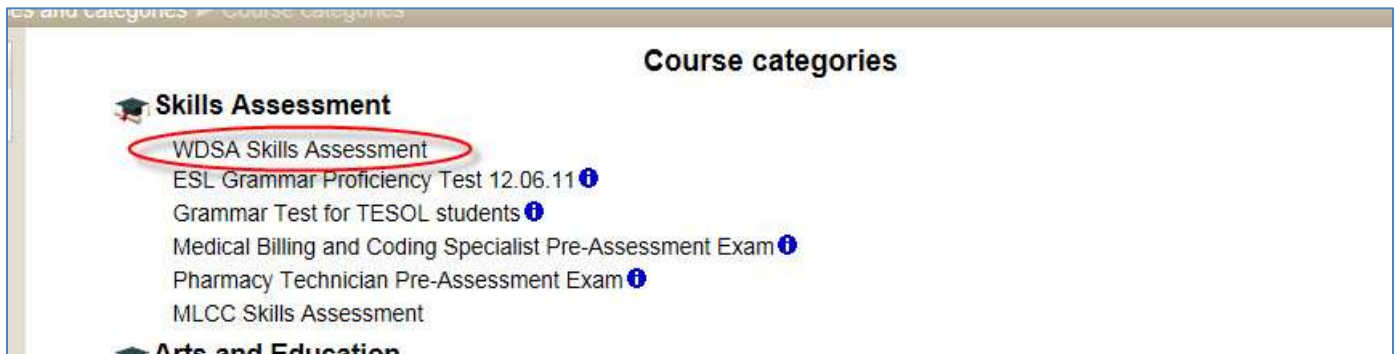
The screenshot shows a web browser window with the URL <http://opensource.kennesaw.edu/moodle/distancelearning/login/signup.php>. The page title is "DL-Home > Login > New account". The form is titled "Choose your username and password" and includes fields for "Username*" and "Password*" (with a note: "The password must have at least 4 characters" and an "Unmask" checkbox). Below this is a "More details" section with fields for "Email address*", "Email (again)*", "First name*", "Last name*", "City/town*", and "Country*" (set to "United States"). At the bottom of the form are "Create my new account" and "Cancel" buttons. A red message states "There are required fields in this form marked*". At the bottom of the page, it says "You are not logged in. (Login)" and "Home". Technical details at the very bottom include: "Elasticsearch 5.6.0", "PHP 5.6.33", "MySQL 5.6.23", "InnoDB 1.16.1", "LAMP 5.6.33", and "Powered by Moodle 3.10.1".

2. An email will be immediately sent to the email address you supplied.
3. Open the email and click on the web link to confirm your account. (Email may go to Junk/Spam folder)
4. Your account will be confirmed and you will be logged in.

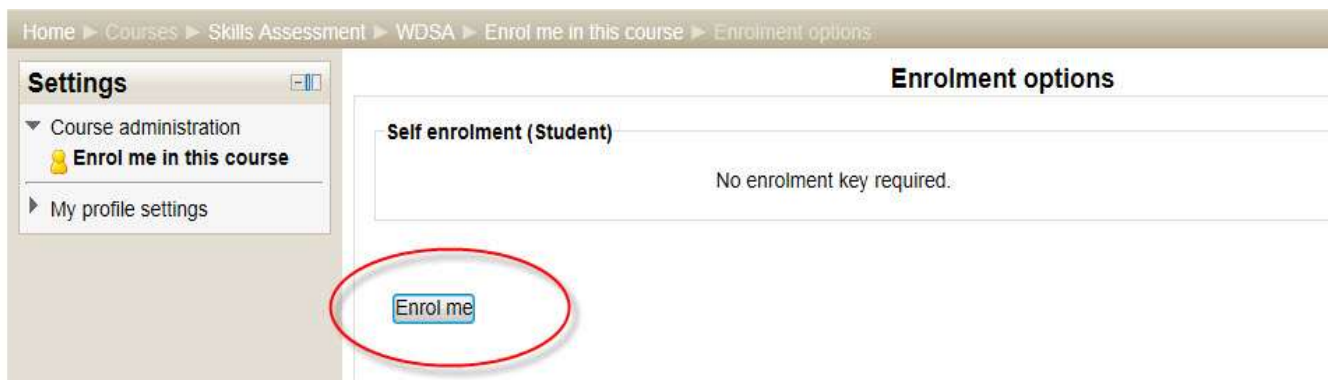
5. Under the **My Courses** category, click on the **All courses** link



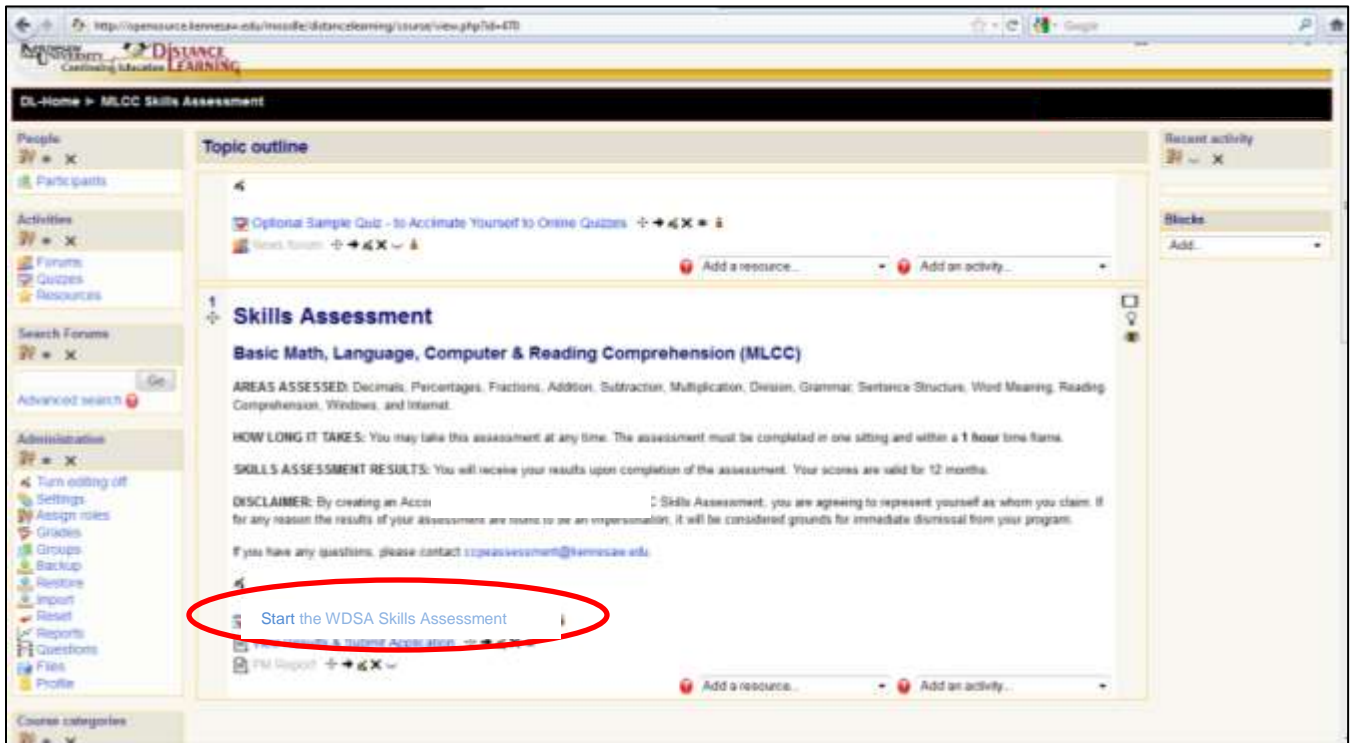
6. Under the **Skills Assessment** category in the list (first category in list), click on the WDSA Skills Assessment link.



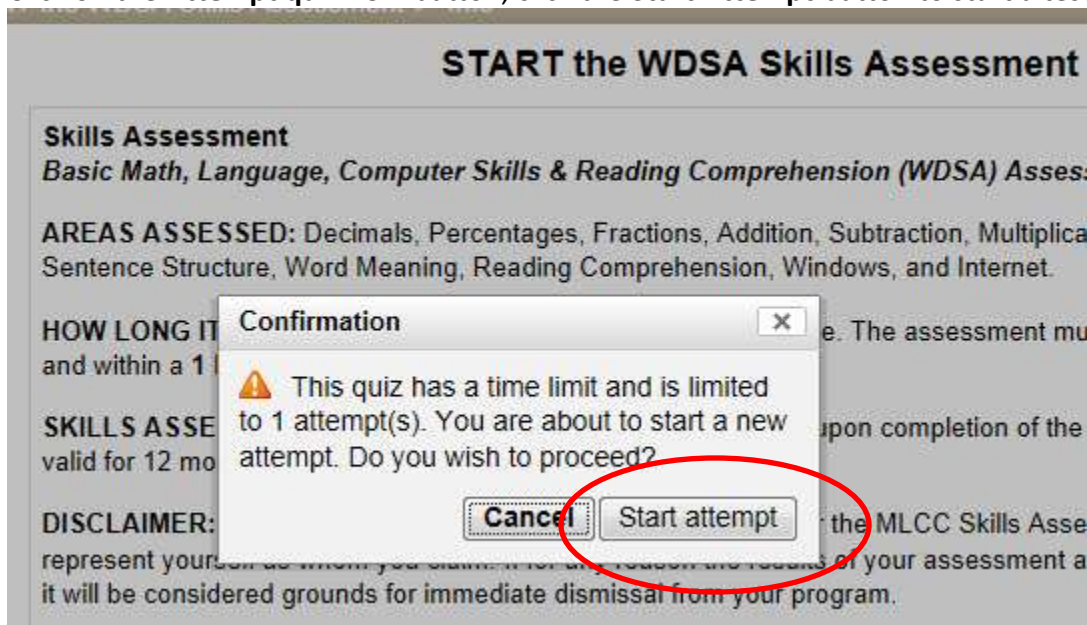
7. Click on the Enroll Me button.



8. Click on the **START the WDSA Skills Assessment** link to begin the assessment.



9. Click on the **Attempt quiz now** button, click the **Start Attempt** button to start a test attempt.



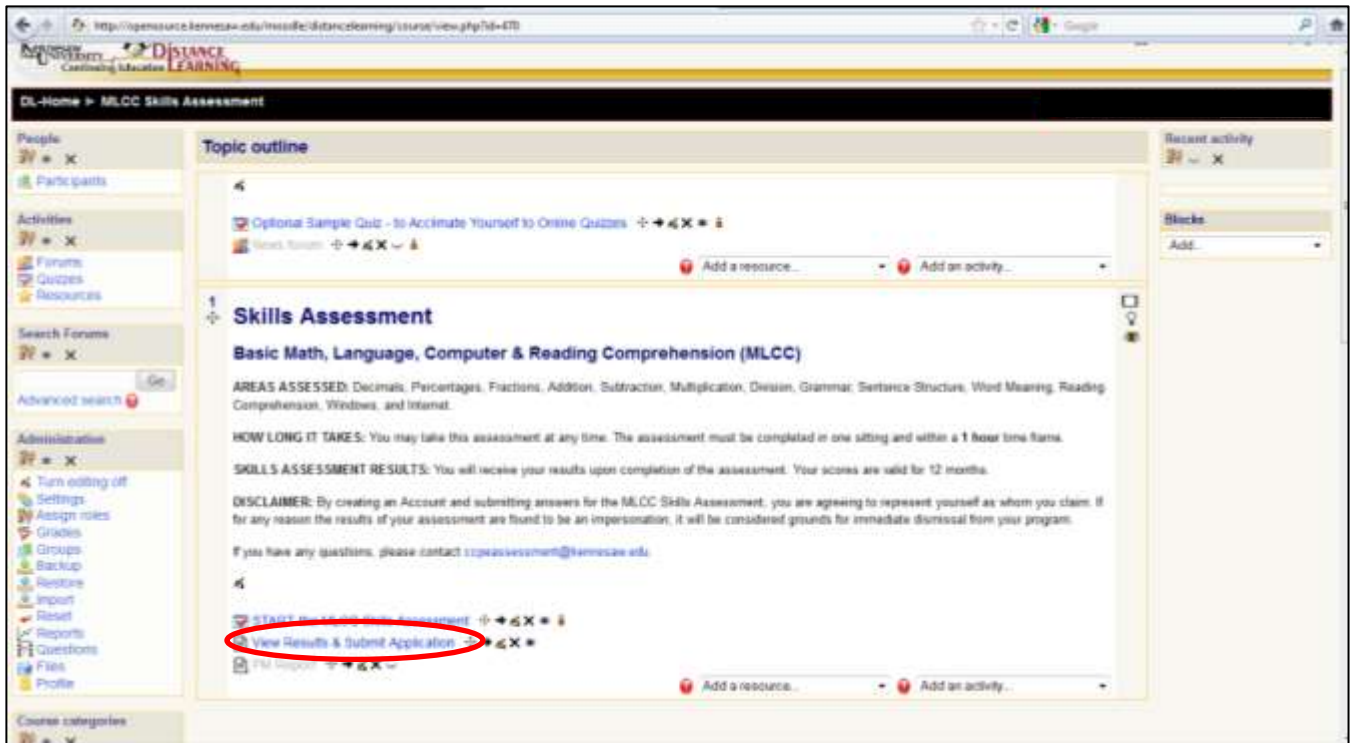
10. You may now begin the Skills Assessment. There are **4** pages of the Skills Assessment – click on the page number you wish to view and complete the questions. **Complete ALL 4 pages** of the assessment, then press the **Submit all and finish** button. **DO NOT PRESS THE SUBMIT BUTTON UNTIL YOU HAVE COMPLETED ALL 4 PAGES!!**



11. After submitting your answers, press the **Continue** button.



12. To view your Results, click on the **View Results & Submit Application** link.



13. Your Skills Assessment results and recommendations will appear at the top of the page. You may fill out and **Submit Application** at the bottom of the page to complete the process.

Objective	Questions Correct	Score	Recommendation	
Language	16	4	8%	Scoring below 75% on this section of the MLCC Skills Assessment indicates that you may need additional training prior to beginning the program. Our goal is for you to be successful in your educational endeavor, but only you can determine whether you are capable and ready to begin the program. It is recommended that you consider the following course, though it is not required: English as a Second Language (ESL) (MLP course identifier: eduw040)
Computer	21	3	14.29%	Scoring below 75% on this section of the MLCC Skills Assessment indicates that you may need additional training prior to beginning the program. Our goal is for you to be successful in your educational endeavor, but only you can determine whether you are capable and ready to begin the program. It is recommended that you consider the following course, though it is not required: Computer I (MLP course identifier: eduw040) or Computer II (MLP course identifier: eduw041)
Math	20	3	16%	Scoring below 75% on this section of the MLCC Skills Assessment indicates that you may need additional training prior to beginning the program. Our goal is for you to be successful in your educational endeavor, but only you can determine whether you are capable and ready to begin the program. It is recommended that you consider the following course, though it is not required: Math 101 (MLP course identifier: eduw040) or Math 102 (MLP course identifier: eduw041)
Reading Comprehension	8	0	0%	Scoring below 75% on this section of the MLCC Skills Assessment indicates that you may need additional training prior to beginning the program. Our goal is for you to be successful in your educational endeavor, but only you can determine whether you are capable and ready to begin the program. It is recommended that you consider the following course, though it is not required: College Reading (MLP course identifier: eduw040) or College Reading II (MLP course identifier: eduw041)

STEP 2 Program Application: Please complete and submit the application below.

*MLP indicates a required field

Your Name:

Last Name:

Address:

State: Choose your state

City:

Zip Code:

Phone:

Secondary Phone:

Have you graduated from high school or received a GED? Yes No What year?

Which program(s) are of interest to you? (You must check at least one.)

<input type="checkbox"/> Administrative Professional	<input type="checkbox"/> Logistics & Supply Management	<input type="checkbox"/> Health & Event Management	<input type="checkbox"/> Pharmacy Technician
<input type="checkbox"/> Certified Nursing Assistant	<input type="checkbox"/> Medical Office & Coding Specialist	<input type="checkbox"/> Nutrition	<input type="checkbox"/> Veterinary Assistant
<input type="checkbox"/> Culinary Arts/Assistant	<input type="checkbox"/> Medical Receptionist	<input type="checkbox"/> Dental Assistant	<input type="checkbox"/> Pharmacy Technician
<input type="checkbox"/> Dental Assistant	<input type="checkbox"/> Medical Office Assistant	<input type="checkbox"/> Pharmacy Technician	

Submit Application

Thank you for completing the WDSA Skills Assessment & Application process!