SKILLS TO SUCCEED
LEARNING EXCHANGE
LISC WEBINARS
WHAT IS THE LEARNING EXCHANGE?

AWARD WINNING, ONLINE LEARNING PLATFORM FOR NON-PROFIT PARTNER ORGANIZATIONS IN NORTH AMERICA

100+ Partners
23K+ Learners
200K+ Course Completions

LEARNERS INCLUDE:
Opportunity Youth
Homeless Youth
High School Students
Community College
4-Year College Students

Recent Immigrants
Unemployed Adults
Formerly Incarcerated
Women’s Shelter
Veterans

141 ONLINE COURSES & RESOURCES, 74 WORKSHOPS

TOP 10 ONLINE COURSES:
1. Starting Your Resume
2. Finalize Your Resume
3. Career Planning
4. Introduction to Cover Letters
5. Using Social Media Professionally
6. Types of Interviews
7. The Interview Process
8. Networking Techniques
9. Professional Image
10. Professional Behaviors
The blended learning curricula provides a blend of online courses for building foundational knowledge and classroom workshops for practicing hands-on skills. The courses and curricula are FLEXIBLE; organizations can use one of the existing curriculum or tailor their own training plan.

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<th>Job Seeker Mobile</th>
<th>Pre</th>
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<th>Resume and Cover Letter Writing</th>
<th>In-Person Networking</th>
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<td>1st Job Mobile: Starting your Career</td>
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<td>Professionalism and Work Ethic</td>
<td>Conflict Management</td>
<td>Business Communication</td>
<td>Verbal Communication</td>
<td>Time &amp; Task Management</td>
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<td>Digital Literacy Enhanced</td>
<td>Pre</td>
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<td>IT Customer Support</td>
<td>Pre</td>
<td>Exploring the IT Industry</td>
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<td>IT Task &amp; Time Management</td>
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<tr>
<td>Health Technology &amp; Administration</td>
<td>Pre</td>
<td>Exploring the Industry</td>
<td>Medical Terminology</td>
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<td>Retail Industry Fundamentals²</td>
<td>Pre</td>
<td>Retail Industry Fundamentals</td>
<td>Basic Work Fundamentals</td>
<td>Business of Retail</td>
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<td>Mental Health Work Readiness²</td>
<td>Mentality Health 101</td>
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<td>Choosing to disclose</td>
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<td>The Job Search</td>
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<td>Big Data &amp; Using Excel²</td>
<td>Introduction</td>
<td>Formatting &amp; Displaying Data</td>
<td>Working with Data</td>
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There are three online courses to introduce financial literacy basics such as banking, budgeting, credit and debt. Then, there’s a classroom workshop to provide an opportunity to analyze a budget.

**Online Courses:**

1. **Earning & Banking**
   - Explain different parts of a pay stub
   - Highlight benefits of banking
   - Discuss how to open up a bank account

2. **Budgeting & Financial Goals**
   - Share what a budget is
   - Discuss how to create a budget
   - Create SMART financial goals
   - Explain how to adjust budget as income, expenses and goals change

3. **Credit & Debt**
   - Define credit and debt
   - Explain “good credit” and how to build it
   - Understand your credit score

**Instructor-led Workshop:**

- Discuss SMART financial goals and financial planning
- **Activity:** Financial Planning. Learner documents their own financial goal, needs vs. wants, sticking with a budget, etc.
- Explain 5 steps in creating a financial budget
- **Activity:** Financial Budget. Learner reviews scenario, analyzes “Jerome’s” paycheck and spending habits and determines how to get him back on track and create a plan
QUESTIONS?