

# Assessment

## Lets get you started!

The first step is easy. Call 613-284-2121, stop by our office or email us at [info@altclanark.com](mailto:info@altclanark.com) to schedule an appointment for an assessment interview.

During this interview, the assessor will ask you some questions about yourself, your education, work experience, and most importantly, what your learning goals are. Some goals can look like the following:

- English Essentials for further education or training, and workplace communication
- Computer use, file management, maintenance, internet safety, and online platforms
- Preparing for an apprenticeship, secondary & post-secondary education
- Targeted Essential Skills Training Programs
- Money management and other numerical skill building
- Mobile Device, Soft Skills, Time Management, Listening & Notetaking

You can expect to:

- Participate in how to effectively reach your goal path
- Receive support from staff and mentors throughout your journey
- Receive referrals to other community programs and agencies to support you on your goal path

You will also be asked to complete several tasks which will help us determine your current skill level in reading, writing, and math, as well as other Essential Skills.

Based on your interview and the results of your task, a training plan will be created for you that outlines the steps you need to take to reach your goals. Once you go over your plan and discuss your training options, you may be enrolled in one-on-one training or small group sessions with the Adult Learning & Training Sessions or referred to a different local literacy and basic skills training program to better suit your needs to attain your goals.

**And that is it! You will now be on your path to Work, Learning, and Life!  
We look forward to meeting you!**