

Suggested Pathways: Sharpening Job Skills

WorkReady: Skills for Work

Communicating on the Job

Communicating with Coworkers, Being a Teamplayer

Communicating with Your Boss

Communicating with Customers, Customer Service

Digital Skills

Digital Skills for Work

How to Use and Manage an Email Inbox

Intro to Google Docs

How to Use Google Docs Templates to Create a Resume

Intro to Google Sheets

Intro to Google Slides

How to Send Your Google Files in an Email

Digital Skills content is also available in Spanish

WorkReady: Skills for Work

Creative Problem Solving

Creative Problem Solving

Goal Setting

Goal Setting

Additional Work Skills Courses to explore

Work-Life Balance

Understanding Cultural Diversity

Time Management

Financial Management

Building Self-Confidence at Work

Suggested Pathways: Learning English as a Spanish Speaker

**Start in Skillbuilder Reading if Spanish literacy is needed*

Skillbuilder: Lectura y Escritura (curso en español)

Vamos a leer (en español)

If English Level 1 (all English) is challenging to understand, try Intro Part 1 in all English to review basic concepts at a slower pace.

Start here for bilingual content

General English

Inglés (cursos en español)

Intro to English Part 1

Inglés Introducción 1 (curso en español)

Inglés Introducción 2 (curso en español)

English Level 1

English Level 2

English Level 3

English Level 4

English Level 5

English Level 6

Continue English on the Go for general courses in all English

English for Work

Inglés para el trabajo (curso en español)

English for Home Health Aides

English for Customer Service 1

English for Customer Service 2

English for Hotel Customer Service 1

English for Hotel Customer Service 2

English for Restaurant Customer Service 1

English for Restaurant Customer Service 2

English for Job Interviews

English for Communicating at Work

Inglés para su negocio (en español)

Move to English for Work course in topic of interest

Other Programs of Interest

*Available in all English
best suited for English Language Learners at English Levels 1 or 2+

English for Digital Skills

U.S. Citizenship

**Bilingual work skills course available for current or aspiring business owners*

Suggested Pathways: Learning English

General English

English on the Go

Intro to English Part 1

Inglés Introducción 1 (curso en español)

Inglés Introducción 2 (curso en español)

English Level 1

English Level 2

English Level 3

English Level 4

English Level 5

English Level 6

English for Work

English for Work

English for Home Health Aides

English for Customer Service 1

English for Customer Service 2

English for Hotel Customer Service 1

English for Hotel Customer Service 2

English for Restaurant Customer Service 1

English for Restaurant Customer Service 2

English for Job Interviews

English for Communicating at Work

Other Programs of Interest

*Available in all English
*best suited for English
Language Learners at
English Levels 1 or 2+*

U.S. Citizenship

Applying for Citizenship

Filling out the N-400 Form

The Interview

The 100 Questions of the Citizenship Test

English for Digital Skills

Introduction to Digital Skills

Digital Skills for Work

Digital Skills for Health and Social Services

Digital Skills for Online Banking

Digital Skills for Social Media

Move to
English for
Work course
in topic of
interest

Completed content for English Language Learners?

Try content in academic or work skills programs for continued reading, writing, and listening practice!

WorkReady: Skills for Work

SkillBuilder Reading and Writing

SkillBuilder Math for Daily Life

**Empezar en Skillbuilder Reading si se necesita alfabetización en español*

Trayectoria sugerida: Aprender inglés como hablante de español

Skillbuilder: Lectura y Escritura (curso en español)

Vamos a leer (en español)

General English

Inglés (cursos en español)

Si el Nivel 1 de inglés (all English) le resulta difícil de entender, pruebe Intro Part 1 (todo en inglés) para repasar los conceptos básicos a un ritmo más lento.

- Intro to English Part 1
- Inglés Introducción 1 (curso en español)
- Inglés Introducción 2 (curso en español)
- English Level 1
- English Level 2
- English Level 3
- English Level 4
- English Level 5
- English Level 6

Empiece aquí para contenidos bilingües

Pase al curso de inglés para el trabajo en el tema de su interés

Continúe con English on the Go para cursos generales totalmente en inglés

English for Work

Inglés para el trabajo (curso en español)

- English for Home Health Aides
- English for Customer Service 1
- English for Customer Service 2
- English for Hotel Customer Service 1
- English for Hotel Customer Service 2
- English for Restaurant Customer Service 1
- English for Restaurant Customer Service 2
- English for Job Interviews
- English for Communicating at Work
- Inglés para su negocio (en español)

*Curso bilingüe de aptitudes laborales para empresarios actuales o que aspiran a serlo.

Otros Programas de Interés

Disponibles totalmente en inglés *más adecuado para estudiantes de inglés de nivel 1 o 2+

English for Digital Skills

U.S. Citizenship

Suggested Pathways: Preparing for the High School Equivalency Exam (English)

Reviewing Foundational Concepts

SkillBuilder Math for Daily Life

Addition and Subtraction

Addition & Subtraction

Multiplication and Division

Multiplication & Division

SkillBuilder Reading and Writing

Skillbuilder Reading

Intro and All About Soccer

Around the World

Superfoods to the Rescue!

People Who Changed the World

Word Games!

Forces of Nature

Generational Differences

The How-To Guide to Everything!

Skillbuilder Writing

Famous Musicians

Read the Fine Print

Skillbuilder Social Studies

Native American History

Colonial American History

Building Information Building Skills

SkillBuilder Reading and Writing

Advanced Skillbuilder Reading 1

Finding Information

Advanced Skillbuilder Reading 2

Using and Creating Information

Advanced Skillbuilder Reading 3

Using and Creating Information

SkillBuilder Math for Daily Life

Advanced Skillbuilder Math 1

Addition & Subtraction

Advanced Skillbuilder Math 2

Multiplication & Division

Advanced Skillbuilder Math 3

Percents and Multi-Step Problems

Advanced Skillbuilder Charts, Graphs, and Tables 1

Locating a Piece of Information

Advanced Skillbuilder Charts, Graphs, and Tables 2

Locating and Integrating Multiple Pieces of Information

All courses available in English

Suggested Pathways: Reading and Writing in English

Reviewing Foundational Concepts

SkillBuilder Reading and Writing

Intro to Reading

Reading English letters, words, and short sentences.

- The Alphabet
- M
- L
- S
- T
- Review 1
- A
- P

Skillbuilder Reading 1

Reading short sentences.

- Intro to Reading
- Dan's Day
- Molly's Job
- Vis Gets Fit
- Gus Has Fun
- Etta's Test
- Lin is Sick
- Rich Makes Lunch

Skillbuilder Reading 2

Reading short paragraphs.

- Intro and All About Soccer
- Around the World
- Superfoods to the Rescue!
- People Who Changed the World
- Word Games!
- Forces of Nature
- Generational Differences
- The How-To Guide to Everything!

Skillbuilder Writing

Reading and writing short paragraphs.

- Famous Musicians
- Read the Fine Print
- Write Right!
- You're invited!
- Their Stories
- If, then...
- Comparing & Contrasting: TV.
- Activism

Skillbuilder Social Studies

Reading and interpreting paragraphs, charts, tables.

- Native American History
- Colonial American History
- The West
- Slavery and the Civil War
- Workers' Rights and Immigration
- Money and the Economy
- The Ancient World and Today

Building Information Skills

Advanced Skillbuilder Reading 1

Reading and interpreting paragraphs.

- Finding Information

Advanced Skillbuilder Reading 2

Reading and comparing multiple paragraphs.

- Finding and Using Information

Advanced Skillbuilder Reading 3

Reading and comparing multiple paragraphs.

- Using and Creating Information



Suggested Pathways: Digital Skills

Foundational Digital Skills

Courses available in English, Spanish, and for English Language Learners unless indicated

Introduction to Digital Skills

How to Sign Up for Email

How to Download an App

How To Navigate the Internet

Using Links

Finding Information Online

Digital Skills for Social Media

Intro to Social Media

Privacy and Social Media

Social Media and Mental Health

Identifying Red Flags on Social Media

How to Use a Mouse (English, Spanish)

Mouse Instruction

Problem-Solving Tech Issues (English, Spanish)

What do I do if my computer freezes?

What do I do if my window disappears?

What do I do if I forget my password?

What do I do if I lose WiFi or internet connection?

Digital Skills for Work and Life

Digital Skills for Work

How to Use a Job Search Website

How to Fill Out an Online Application

How to Use and Manage an Email Inbox

Intro to Google Docs

How to Use Google Docs Templates to Create a Resume

Intro to Google Sheets

Intro to Google Slides

How to Send Your Google Files in an Email

Digital Skills for Health and Social Services

How to Find and Use Information on an Online Portal

Finding Reliable Health Information

Accessing Electronic Personal Health Records

Online Banking Uses and Benefits

Online Banking Uses and Benefits

Suggested Pathways: Health & Social Services

Health

Health

Communicating with Healthcare Providers

Salud y bienestar

Reading a Medicine Label

Cómo leer las etiquetas de los medicamentos

Digital Skills

Digital Skills

Digital Skills for Health and Social Services

How to Find and Use Information on an Online Portal

Finding Reliable Health Information

Accessing Electronic Personal Health Records

All Courses available in English and Spanish

Digital Skills content is also available for English Language Learners

Education

Early Childhood Development

Communicating with Educators

Communicating with Educators

Advocating For your Child in School