




Essential Skills & Literacy Assessment Tools



Compiled by: The Training Group

Assessment Tool	Description & Assessment Domain	Audience	Method	Results	Assessor Requirements	Availability Cost	Additional Tools	
<p>TOWES</p> <p>Test of Workplace Essential Skills</p> <p>Bow Valley College www.towes.com</p> 	<p>Measures:</p> <ul style="list-style-type: none"> • Reading Text • Document Use • Numeracy <p>Test taker completes items using authentic workplace documents</p> <p>Custom tests available for:</p> <ul style="list-style-type: none"> • Manufacturing • Trucking • Office Administration • Healthcare • Entrance to Apprenticeship • Aerospace Bilingual 	<ul style="list-style-type: none"> • Job Seekers • Employees • Employers • Students • Educators • Career • Counsellors • Francophones • Immigrants • Adult Learners • Literacy Practitioners 	<ul style="list-style-type: none"> • Pencil & paper • Uses constructed response • Estimate of 1.5 – 3 hours to complete <p>Tests must be sent to Bow Valley College, Calgary Alberta for marking (processing takes up to 48 hours upon receipt of test)</p> <p>Results are delivered via secure internet site</p>	<p>Provides score for each domain based on the IALS 500 point scale</p> <p>TOWES has completed extensive field testing and a validation process to link to IALS</p> <p>Results are accurate to +/- 4% within the targeted range of the test</p>	<p>Completion of on-line certification program as of May, 2010 (Contact Bow Valley College for more information)</p>	<p>\$79.50 per test plus postage</p>	<ul style="list-style-type: none"> • Prep Guide • Comprehensive Website • Guide to Interpreting TOWES Results • Variety of Training Programs • Customer Support • Applied Research Library • Custom test development and reporting • Curriculum: Essential Skills Online, Building Workplace Essential Skills, On target • Oral Communication and Writing test under development 	<p>Score based on 500 point IALS Framework Formal</p>



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<p>TOWES Focus</p>  <p>Focus</p> <p>Currently being piloted for validity purposes.</p>	<p>Formal assessment tool measures:</p> <ul style="list-style-type: none"> • Reading • Document Use • Numeracy • Oral Fluency <p>Consists of a suite of 3 web-based Literacy and Essential Skills assessments Bilingual</p>	<ul style="list-style-type: none"> • Job Seekers • Employees • Employers • Students • Educators • Career • Counsellors • Immigrants • Adult Learners • Literacy Practitioners • Francophones 	<ul style="list-style-type: none"> • Adaptive algorithm process that adapts question difficulty as learner answer questions • online tutorial • Questions are answered using a: <ul style="list-style-type: none"> • highlighting tool • online calculator • entering text • full or partial erasing tool • Questions can be reviewed before final submission • @ 1-2 hours to complete • Test is done in web browser kiosk mode. 	<p>Scores are pegged to the IALSS scales, to the ES framework and profiles</p>	<p>Must participate in an instructional webinar/conference call prior to invigilating with learners</p>	<p>As of March 2013, still in its validity testing stage.</p> <p>Cost to be announced</p>	<p>Versant – assessment of oral fluency and listening skills</p>	<p>Score based on 500 point IALS Framework Formal</p>
<p>The Essential Skills Group</p>  <p>http://en.careers.essentialskillsgroup.com/?p=assess</p>	<p>Formal assessment tool for various occupations:</p> <ul style="list-style-type: none"> • Reading • Document Use • Numeracy 	<ul style="list-style-type: none"> • Trades persons • Job Seekers • Adult Learners • Students • Career Counsellors • Immigrants 	<ul style="list-style-type: none"> • Web based assessment • Users select from a list of 50 occupations • Users create username and password • Questions customized to occupation chosen 	<p>Immediate scoring based on IALS framework. Scoring system for Numeracy is based on the type of math used for an occupation.</p> <p>Results report provides a detailed list of tasks learner can do. Saves results from previous tests review</p>	<p>No formal requirements</p> <p>Downloadable instruction guide</p>	<p>Brief registration process to set up user name and password</p> <p>First login requires completion of a short survey used to customize results report.</p> <p>Free of charge</p>	<p>Generates learning plan upon completion of the assessment</p> <p>Provides a list of community resources that provide skill enhancement services</p>	<p>Score based on 500 point IALS Framework Formal</p>



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 <p>Industry Training Authority http://www.ita.essentialskillsgroup.com/index.php</p>	<ul style="list-style-type: none"> • Reading • Document Use • Numeracy 	<p>60 Trades related occupations</p>	<ul style="list-style-type: none"> • Web based multiple choice assessment tool @ 60-90 minutes to complete • Can be done in one sitting or in sections • Must create a user name and password • Requires user to select from a list of 50 trade occupations • Questions are customized to specific trade 	<p>Automatic scoring and results report based on IALS framework and HRSDC's 1-5 levels. Includes a detailed list of tasks that test takers can perform at their assessed level.</p> <p>Numeracy lists the skill level results for types of math required in a trade</p>	<p>Online instructional videos on how to use the assessment tool, generate the results and report</p> <p>Downloadable user guide</p>	<p>Brief online registration to set up user name and password and initial participant survey at first login.</p> <p>Free of charge</p>	<p>Provides a customized learning plan focused on skills that need improvement upon completion of the assessment</p> <p>Generates a list of free online lessons hyperlinked from a variety of community organizations.</p>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Score based on 500 point IALS Framework Formal</p>
 <p>College Sector Committee (CSC) http://csc.essentialskillsgroup.com/</p>	<ul style="list-style-type: none"> • Reading • Document Use • Numeracy <ul style="list-style-type: none"> • Writing • Speaking • Listening <p>Not formally validated</p>	<p>53 Red Seal Trades</p>	<ul style="list-style-type: none"> • Trainer provides test taker with user name and password to log into site. • Test taker must allow access for trainer to view results • Online multiple choice assessment tool @ 2 hours to complete in one sitting or in sections. • test questions are customized to specific occupation. 	<p>Automatic scoring results report based on IALS framework and HRSDC's 1-5 levels. Includes a detailed list of tasks that test takers can perform at their assessed level</p> <p>Produces a separate report for each skill tested, Numeracy lists the skill level results for types of math required in a trade Uses authentic Ontario workplace materials</p>	<p>Downloadable user guide</p>	<p>Short survey must be complete at first login.</p>	<p>Generates and immediate customized learning plan with a list of training organizations and free online resources to help with upskilling</p>	



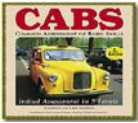

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<p>Canadian Learning Evaluation (CLE) HRSDC, Learning Policy Directorate (LPD)</p>	<p>Measures literacy in three domains:</p> <ul style="list-style-type: none"> • Prose • Document • Quantitative <p>Two versions; 'locator' test and longer version test that contains a variety of problem sets for each domain</p> <p>Bilingual</p>	<ul style="list-style-type: none"> • Students • Employees • Employers • Practitioners • Francophones • Immigrants 	<ul style="list-style-type: none"> • Internet based • Test taker completes online tutorial • Uses real world literacy tasks • Tests can be completed at intervals (spanning a maximum of 30 days) 	<p>Scoring is automatic upon completion of test</p> <p>Locator version provides scores on 1-5 level scale related to HRSDC's Essential Skills</p> <p>Longer version CLE provides score based on 500 point IALS framework.</p>	<p>No formal requirements</p> <p>On line instruction guide</p> <p>Contact: alice.reismartins@hrsdc-rhdcc.gc.c</p>	<p>150,000 licenses of the CLE are available from HRSDC free of charge for assessment projects.</p> <p>Ends March 2013</p>	<p>Not Applicable</p>	<p>Score based on 500 Point IALS Framework Formal</p>
<p>CAMERA Communications & Math Employment Readiness Assessment</p> <p>PTP – Adult Learning & Employment Programs Toronto</p> <p>http://www.ptp.ca/publications/camera/</p> 	<p>Uses authentic workplace documents to give a 'snapshot' of learners skills in:</p> <ul style="list-style-type: none"> • Reading Text • Document use • Numeracy • Writing Skills 	<ul style="list-style-type: none"> • Adult Learners • Job Seekers • Literacy Practitioners • Assessors • Program Administrators 	<ul style="list-style-type: none"> • Paper and pencil assessments (test booklet is reusable) <p>Some components administered one to one with learners in very early stages of literacy acquisition</p>	<p>Indication of learners ability to complete tasks that follow between ES complexity levels 1 and 3 for the 4 skill domains</p>	<p>2 day training requirement (For information on training contact Aleksandra Popovic at aleks@ptp.ca.)</p>	<p>Initial cost per Test book is \$10 (they can be reused)</p>	<p>Variety of Workforce and Essential Skills</p> <p>Curriculum is available:</p> <ul style="list-style-type: none"> • Curriculum guidelines (Signposts) <p>Instructional Workbooks (Workwrite Series of 7 books)</p>	<p>Scoring based on HRSDC 1-5 level Informal</p>



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<p>CAES Common Assessment of Essential Skills</p> <p>Literacy Link Eastern Ontario (LLEO)</p> <p>https://www.lleo.ca/col/cabs_online.html</p> 	<p>Practical assessment tool for basic literacy skills.</p> <p>Ontario Literacy and Basic Skills Framework & HRSDC's Essential Skills framework measuring levels for:</p> <ul style="list-style-type: none"> • Reading Text • Document Use Numeracy 	<p>Adult Learners</p>	<ul style="list-style-type: none"> • Online multiple choice response • Written response <p>Audio questions</p>	<p>Scores are two tiered; a computerized score based on the Essential Skills 1-5 levels is generated for Reading Text, Document use and Numeracy , and further input from the assessor is required to analyze student responses and assign recommended levels of competency</p>	<p>No formal training required</p> <p>Assessor Guidelines are available on website</p> <p>Assessors must register on-line</p>	<p>Free to public</p>	<p>CABS - Common Assessment of Basic Skills</p> <p>Provides additional resources to help with assessing student's work</p>	<p>Scoring based on HRSDC 1-5 level Informal</p>
<p>Measure Up Website http://measureup.to/wes.com</p> <p>BC Construction Industry Skills Improvement Council http://www.skillplan.ca/</p> 	<p>Online resource that links ES to workplace</p> <p>"Test Your Skills" allows test takers to measure</p> <ul style="list-style-type: none"> • Reading Text • Document Use • Numeracy <p>Provides numerous activity sets based on real workplace tasks</p>	<ul style="list-style-type: none"> • Teachers • Literacy Practitioners • Adult Learners Counsellors • Employment Trainers • Workers • Employers 	<p>Download authentic workplace materials from 80 occupations</p> <p>Complete on paper</p> <p>Answer key provided</p>	<p>Each task has been placed on the scale used by HRSDC's Essential Skills framework in reference to the 1-5 point levels</p> <p>Scoring sheet and directions are accessed through website.</p> <p>The Measure Up tool estimates levels. (Note ** differs from TOWES which provides validated IRT scores)</p>	<p>Public Use</p>	<p>Free, easily accessible activities</p>	<p>Measure Up Website provides an opportunity to practice three Essential Skills needed in all types of occupations:</p> <ul style="list-style-type: none"> • Reading Text • Document Use • Numeracy <p>Provides support materials for learners through answer keys http://www.skillplan.ca/measureup/</p>	<p>Scoring based on HRSDC 1-5 level Informal</p>


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<p>ITSESENTIAL Canadian Language Benchmarks / Essential Skills in the Workplace</p> <p>http://itsessential.ca/itsessential/display_page.asp</p> 	<p>Provides a comparative framework that relates Canadian Language Benchmark Levels to HRSDC's Essential Skills 5 level scale for:</p> <ul style="list-style-type: none"> • Reading Text • Writing • Document use • Oral Communication <p>Bilingual</p>	<ul style="list-style-type: none"> • ESL Practitioners • Immigrants • Newcomers • Teachers • Literacy Practitioners • Workplace Trainers 	<p>Comparative Framework is available on line for downloading</p>	<p>Cross referencing CLB levels to HRSDC's Essential Skills Levels 1 - 5</p>	<p>N/A</p>	<p>Free, available to download on website</p>	<p>Variety of supporting curriculum available on website</p>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Informal</p>
<p>Ontario Skills Passport</p> <p>Essential Skills Check Up Tool</p> <p>http://skills.edu.gov.on.ca</p> 	<p>Self-Assessment of Essential Skills and Work Habits</p> <ul style="list-style-type: none"> • Reading • Document Use • Numeracy • Writing • Oral Communication • Thinking • Computer Use • Work Habits <p>Bilingual</p>	<p>Features occupation specific for everyday tasks</p> <ul style="list-style-type: none"> • Secondary School Students • Job Seekers • Employees • Employers • Teachers • Literacy Practitioners • Trainers • Guidance, career and employment counsellors 	<p>Two online options available: 'Test a few Essential Skills and Work Habits' OR complete a 'Full assessment of Essential Skills and Work Habits'</p> <p>Leads to workplace activity sets that help users practice and build their Essential Skills. Answer keys and steps are provided. Users have option to work online or pen and paper.</p>	<p>1-5 level scale consistent with the Complexity rating levels on the HRSDC Essential Skills profiles</p> <p>1-4 level scale consistent with the complexity rating levels in the HRSDC Essential Skills profiles and real workplace activity sets 1-3 level.</p> <p>Automatically produces a score card and allows comparison of results to occupation interests.</p>	<p>Public use</p> <p>Includes facilitator guide and tips</p>	<p>Free, easily accessible</p> <p>Assessment questions with an audio option</p>	<p>Offers a number of informal assessment tools, including:</p> <ul style="list-style-type: none"> • Employer based assessment (OSP work plan tool) • Practitioner based assessment (OSP check-In Tool) • Offers a number of awareness, learning and training resources and tools 	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Self Assessment Tools</p>



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<p>ESPORT™</p> <p>Essential Skills Portfolio</p> <p>Eskilon Learning Solutions Inc.</p> <p>http://www.esportfolio.com</p> 	<p>Self Assessment tool for specific occupation or generically to identify Essential Skills in:</p> <ul style="list-style-type: none"> • Reading Text • Document Use • Numeracy • Oral Communication • Working with Others • Thinking Skills • Continuous Learning • Computer Use <p>Indicator Assessment provides Information measure of ES on HRSDC's 1-5 level scale for:</p> <ul style="list-style-type: none"> • Reading Text • Numeracy • Document Use 	<ul style="list-style-type: none"> • Job Clubs • Employers • Correctional services • Workplace re-tasking • Community and Aboriginal programs • Newcomer services • Co-op programs • School board adult programs 	<p>Internet or Intranet delivery</p> <p>Online Testing:</p> <ul style="list-style-type: none"> • Document Use • Reading Text • Numeracy (Facilitation recommended) 	<p>For Indicator Assessment scores are automatic and reported on HRSDC's 1-5 level</p> <p>Locator</p> <p>Raw scores recorded on Self-Assessment page, gap-analysis for 300+ occupations</p> <p><i>Custom reporting available: e.g. Correctional Services</i></p>	<p>Must register to use and negotiate cost</p> <p>Training Required 1-2 days</p>	<p>Fee based</p> <p>Contact ESPORT for specific cost</p>	<p>Contains a variety of additional tools such as interest inventory, values inventory, resume & portfolio builder</p> <p>Provides Skills Gap-Analysis for 300+ occupations</p>	<p>Self Assessment Tools</p>
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<p>Essential Skills Assessment Tools</p> <p>HRSDC</p> <p>Essential Skills Website</p> <p>http://www.hrsdc.gc.ca/eng/workplaceskills/essential_skills/general/home.shtml</p> 	<p>Essential Skills Self Assessments:</p> <ul style="list-style-type: none"> All NINE Essential Skills <p>Workplace Essential Skills assessments for employers including an organizational needs assessment, workplace survey, workplace check-up and hiring checklist.</p>	<ul style="list-style-type: none"> Employees Employers Learners Practitioners Community Groups 	<p>Paper based</p> <p>Five online tools – Reading, Document Use and Numeracy Indicators</p> <p>Working with Others Continuous Learning online indicator</p> <p>Contact HRSDC to order paper version or download from website</p>	<p>N/A</p>	<p>Public use</p>	<p>Free, easily accessible on website</p>	<p>Essential Skills Profiles</p> <p>Authentic Workplace Materials</p> <p>Essential Skills Toolkit Publications:</p> <ul style="list-style-type: none"> Awareness Assessment Learning Training 	<p>Self Assessment Tools</p>
<p>Canadian Language Benchmarks CCLB</p> <p>http://www.language.ca/</p> 	<p>Competency Based Assessment</p> <p>Provides measures of communicative ability in English and French as a Second Language in the areas of:</p> <ul style="list-style-type: none"> Reading Writing Listening Speaking 	<ul style="list-style-type: none"> ESL Learners FSL Learners New Immigrants ESL Practitioners Newcomers Employees Employers 	<p>Paper based and Oral/ Verbal Component</p>	<p>Results are provided according to three stages:</p> <ul style="list-style-type: none"> Basic Intermediate Advanced <p>As well as on 12 benchmarked levels</p>	<p>CLB assessment is conducted through the local CCLB Assessment Centre</p> <p>The Centre for CLB establishes and maintains standards to govern a comprehensive national CLB assessment system</p>	<p>Fee Based</p> <p>Contact Assessment Centre for Cost</p>	<p>Variety of Resources, Research and Publications available through website</p>	<p>Additional Literacy Assessments</p>



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<p>Canadian Adult Achievement Test (CAAT)</p> <p>The Psychological Corporation, Harcourt Brace and Company, Toronto</p>	<p>Standardized competency based test measuring functional level in:</p> <ul style="list-style-type: none"> • Mathematics • Reading • Language <p>The test is available in four levels in English (A, B, C, D) and three in French (A, B, C).</p>	<ul style="list-style-type: none"> • Adult Learners 	<p>If the entire battery is administered, Level A takes approximately 2 hrs, 10 min., Level B and D, approximately 3 hrs, 30 min. and Level C approximately 4 hrs and 30 min. Individual subtests of the CAAT can also be administered to shorten the total testing time.</p>	<p>CAAT provides grade equivalents: Level A - 1 to 3 years of formal education, Level B - 4 to 6 years of formal education, Level C – 7 to 10 years of formal education, Level D - 11 - 12+ years of formal education</p>	<p>The tests are hand scored using overlay stencil keys or by using the "List of Correct Responses" stencils. Some training is required</p>	<p>Fee Based pending organization delivering service</p>	<p>N/A</p>	<p>Additional Literacy Assessments</p>
<p>Canadian Adult Reading Assessment</p> <p>Pat Campbell, Centre for Research, University of Alberta</p> <p>Grass Roots Press, Literacy Services of Canada, Ltd. P.O. Box 52192, Edmonton AB T6G 2T5, Tel. (780) 413-6491, Toll-free: 1-888-303-3213, Fax (780) 413-6582, E-mail: grassrt@telusplanet.net</p>	<p>Diagnostic reading assessment Graded word list and 9 levels of passages ranging in readability from grades 1 - 12</p>	<p>All Adult Learners Employees in Workplace Literacy Literacy Tutors Newcomers Immigrants</p>	<p>Paper Based CD Rom Version 20 – 60 minutes to complete</p>	<p>Informal Reading inventory that can determine a student's instructional reading level and specific strengths and weaknesses in word recognition and comprehension</p>	<p>Refer to Instructor's Manual</p> <p>Takes time to interpret test results</p>	<p>\$84.95 (Instructor's Manual & CD-ROM)</p>	<p>N/A</p>	