

CAREER PATHWAYS

Interactive Online Training (IOT) series

This Interactive Online Training (IOT) series provides information on the career pathway model, the NCWorks Certified Career Pathways process, and the benefits and impact for workforce development across the state. Each of these trainings contains information of specific relevance for K-12, Community College, and NCWorks Career Center staff.

You will learn:

- How to define and illustrate a basic career pathway for students, job seekers, and others.
- The process of an NCWorks Certified Career Pathway and how this model enhances the generic approach.
- How to use the pathways approach to prepare and guide students, job seekers, and customers in their career development.
- The benefits of the pathway approach for customers, students, businesses, the local economy, and career services practitioner.

FREE Interaction Online Training (IOT) Available 24/7

Register NOW at: ncworkforcetraining.com

See page 2 for registration instructions

EZ Access Tip

Are you ready to enroll in this training?

Log into [TRAIN](#) and search *Interactive Online Trainings*, then look under the *Career Advising – Career Pathways* header.

Need help? Email us at: ncwtc@nccommerce.com



NCWorks Training Center

NEW USER ACCOUNT

1. Go to www.ncworkforcetraining.com.
2. Click on **New Users Click Here**.
3. Complete ALL profile information.
4. Enter Security Image Code, click **Submit**.
5. A confirmation email with your User ID and password will be sent upon approval.
6. See below to enroll in a course.

RETURNING USER

1. Go to www.ncworkforcetraining.com.
2. Enter your User ID and Password, click **Login**.
3. First time users will be prompted to set up a security question and answer.
4. Click **Enroll in Courses/Events**.
5. Select your course, click **Enroll**, request special needs if applicable, and click **Submit**.
6. You will receive an enrollment confirmation via email.

REGISTRATION:

You must register online prior to a workshop, training class, or other special event. Confirmation of registration, with details, dates, times and location will be emailed one week prior to the session.

NCWorks Training Center course offerings are open to all in the NC workforce system unless specified as a closed training for a targeted group.



**Do you have questions or need help?
Call the Training Center at 919-814-0399
or email ncwtc@nccommerce.com.**

PAYMENT: Submit payment prior to the start of class by check or money order, payable to the NC Department of Commerce / Workforce. Name(s) of participants must be included on the check.

TRAINING SESSION CANCELLATION: We reserve the right to cancel or postpone sessions based on insufficient registrations or other unforeseen circumstances. You can transfer to an alternate session or registration fees will be refunded. Please allow six weeks for refunds to be processed.

CANCELLATIONS AND SUBSTITUTIONS: To cancel a registration or make a substitution, email ncwtc@nccommerce.com. Submit cancellations and substitutions in writing at least 48 hours prior to the session (unless otherwise specified) to avoid paying the full registration fee.

SPECIAL NEEDS: Please include special needs requests when you register online. We can only guarantee provisions for special needs when notified at least two weeks in advance of training.

LODGING: A list of convenient hotels is available at www.ncworkforcetraining.com/Lodging.aspx.



NCWorks Training Center



*Equal Opportunity Employer Program.
Auxiliary aids and services available upon
request to individuals with disabilities.*