

Glossary of Terms

Adult Education Career Pathways

21st-Century Skills

The cross-disciplinary skills necessary for success in the 21st century, such as critical-thinking, problem-solving, communication, creativity and teamwork skills, in addition to core academic and technical skills.

Adult Basic Education (ABE)

Courses of instruction in mathematics, reading, and language for adults functioning at an 8th grade level or below.

Adult Basic Skills

Basic skills are foundational proficiencies in mathematics, reading, writing and language. Programs, such as Adult Basic Education (ABE), Adult Secondary Education, English for Speakers of Other Languages, and other state, federal and private programs, assist undereducated and/or disadvantaged adults in raising their basic proficiencies.

Adult Career Pathways

A systemic framework that connects adult education programs, work and postsecondary education. Each step is designed to prepare the student for the next level of work and education. Each step measures skills and improves career and earning opportunities. It may include non-credit and credit programs tied to high-growth industries, fields or occupations that provide family sustaining wages.

Adult High School (AHS)

Provides courses of study leading to completion of credits and passing of state-mandated assessments (Florida Comprehensive Assessment Test) necessary to qualify for a high school diploma.

Articulation Agreements

A formal, written agreement that matches coursework between schools to accept credit for courses taken at those institutions.

Bridge Programs

Bridge programs prepare adults with limited academic or limited English skills to enter and succeed in credit-bearing postsecondary education and training leading to career-path employment in high-demand, middle-and high-skilled occupations. The goal of bridge programs is to sequentially bridge the gap between the initial skills of individuals and what they need to enter and succeed in postsecondary education and career-path employment.

Career Cluster

An organizational tool that links education with business and industry through broad career areas. The groupings of occupations are based on commonalities career clusters enable students to explore several career options within a field of interest. There are seventeen clusters in Florida.

Career Planning

A process in which a student learns about himself/herself, the world of work, and the relationship between the two. Career planning includes career awareness, career exploration, and career decision making.

Career Ladder

A set of occupations that are linked together by common or complementary skills. These linkages outline the progression path from one position to another within a particular career. It also provides workers with opportunities to advance and expand recruitment opportunities for employers.

Career Pathway

A sequence of courses centered on a career cluster. It provides students with training and skills broad enough to advance in several occupational specialties. An articulated career and education program of study offered in secondary and postsecondary institutions that lead to an industry certification, award of certificate of 2 or 4 year degree and/or apprenticeship.

Chunked Curriculum

Refers to the practice of breaking degrees or certificates into smaller portions or chunks. Each chunk leads to employment and connects to the next chunk, eventually leading to completion of a state-approved professional-technical degree. The major purpose of chunking is to improve the rate of degree completion among community college students by allowing students to complete a degree non-sequentially and non-continually, leading to better wages and career advancement. Chunking is one element in a comprehensive career pathways system.

Co-Enrolled Student

A high school student who is still enrolled in high school but is also co-enrolled in adult education for purposes of credit recovery or drop-out prevention.

College Placement Tests

The College Placement Test (CPT) is a tool used to determine if an individual's skills are at college level in reading, English and math. Upon review of scores, a counselor or advisor will advise the individual if developmental courses are needed or if they are ready for college level credit bearing courses.

College Readiness

Students are "college ready" when they have the **knowledge, skills, and behaviors** to complete a college course of study (credit bearing) successfully, without remediation

Contextualized Teaching & Learning

Contextual Teaching and Learning is a strategy which enables educators to relate subject matter content to real world situations and motivate students to make connections between knowledge and its practical applications to their lives as family members, citizens, and workers

Developmental Education

Sometimes called remedial education, developmental education supports the academic and personal growth of individuals who need to improve their basic skills to meet college entrance standards. Offered to both students entering college directly from high school and those returning to school after substantial time away from the classroom, developmental education helps students via a blend of teaching, counseling, advising and tutoring.

Differentiated Instruction

An instructional approach in which the teacher adapts the content, process and product of lessons to match each student's readiness, learning style and interests. In differentiated instruction, the learning goals for all students are the same, but the required tasks, instructional approach and materials used vary according to the needs of the individual students.

Florida CHOICES

The state career information delivery system that provides career and educational exploration and information. Florida CHOICES includes assessments for interests, aptitudes, skills, and values. Accountability reports for management of student usage are retrievable from the Professional Tools section of CHOICES. Educator and Parent Resource materials are also included.

High-demand Occupations

Occupations which have more than the median number of total (growth plus replacement) openings for statewide or a particular region.

Industry Certification

A voluntary process, through which individuals are assessed by an independent, third-party certifying entity using predetermined standards for knowledge, skills and competencies, resulting in the award of a time-limited credential that is nationally recognized and applicable to an occupation that is included in the workforce system's targeted occupation list or determined to be an occupation that is critical, emerging or addresses a local need."

National Career Pathways Network (NCPN) – (Formerly the National Tech Prep Network)

It is a membership organization for educators and employers involved in the advancement of Career Pathways, Tech Prep and other related education reform initiatives.

Postsecondary Education Readiness Test (PERT)

A college-readiness test to help determine where a student should be placed when he enters college. It provides placement and diagnostic capabilities in math, reading, and writing and is aligned with the Florida Common Core College and Career Readiness Standards. This tool provides targeted feedback to help educators better identify students' specific strength areas, as well as areas where improvement is needed.

Road Map

A visual diagram that shows multiple entries and exit points and depicts vertical and lateral movement within an occupation or career cluster. Representations that depict the coursework, competencies, skill requirements, and credentials needed for a series of related occupations in an industry sector. These graphics assist students and workers as they navigate pathways to better jobs and increased earnings. Core elements of roadmaps include: 1) occupation(s); 2) competencies/skills; 3) college courses associated with-certificates, degrees or credentials; 4) wages; 5) labor market data/demand; and 6) industry-recognized credential (if applicable).

Student Support Services

Various strategies and programs intended to assist students in reaching learning and performance goals and outcomes. Adult education programs offer support in areas such as the following: tutoring, counseling, academic advising, career counseling, case management, child care, transportation, financial aid, and job placement.

Transferable Skills

Skills that can be used in every occupation, regardless of the type of work. They are universal skills — you can transfer them from one type of work to another without much effort on individual's part or training from the employer.

Workforce Readiness Skills

Workers are prepared to enter the workforce with the knowledge, skills, abilities and attributes that will enable them to be successful in the workplace, now and in the future.