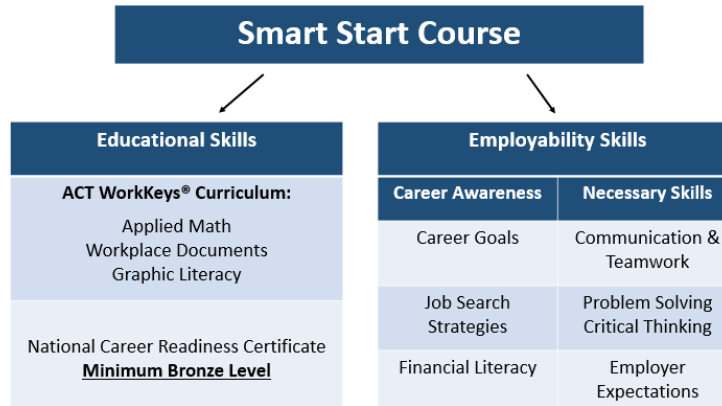# Mississippi Community College Board
Office of Adult Education & High School Equivalency
Smart Start Course Fact Sheet

The Office of Adult Education has primary responsibility for implementation of the Mississippi Works Smart Start Career Pathway Model through the Smart Start Pathway Course.

Smart Start Course

Educational Skills	Employability Skills	
ACT WorkKeys® Curriculum: Applied Math Workplace Documents Graphic Literacy	**Career Awareness**	**Necessary Skills**
	Career Goals	Communication & Teamwork
National Career Readiness Certificate **Minimum Bronze Level**	Job Search Strategies	Problem Solving Critical Thinking
	Financial Literacy	Employer Expectations

- **What is the Smart Start Pathway Course?** This course prepares participants for middle-skill level employment. Participants will develop job skills needed for their careers, learn and practice good work habits, and effective communication necessary for successful employment.

- **Why is this course important for participants?** Participants have the opportunity to earn a Smart Start Credential which includes a National Career Readiness Certificate (NCRC). The NCRC demonstrates to employers the participant has the skills needed to be successful in a job. Participants will complete the WorkKeys tests for **Applied Math, Graphic Literacy and Workplace Documents**. Participants will also learn new skills for future careers and increase their ability for middle-skill level jobs which results in higher pay.

- **How is the course offered?** Smart Start Pathway Courses can be taken face-to-face, online or both face-to-face and online.

- **What are the requirements for participating in a Smart Start Pathway Course?** Participants must be registered in MS WORKS to participate in classes.

- **What is the cost?** This course is free.

- **What are the minimum requirements for achieving a MS Smart Start Credential: (*minimum 45 hours required*)**

  - **Educational Skills**
    - ACT WorkKeys® Curriculum
      - Applied Math
      - Graphic Literacy
      - Workplace Documents
  - **Employability Skills**
    - Career Awareness (ex: Career Goals, Job Search Strategies, Financial Literacy)
    - Necessary Skills (ex: Communication & Teamwork, Problem-Solving & Critical Thinking, Employer Expectations)
  - **ACT WorkKeys® resulting in**,
    - National Career Readiness Certificate (**NCRC**) - **Minimum Bronze Level** even though Silver is encouraged for increased job opportunities.