



**Catalogue of
ICD Resources
to use at
Career Development
Program Sites**

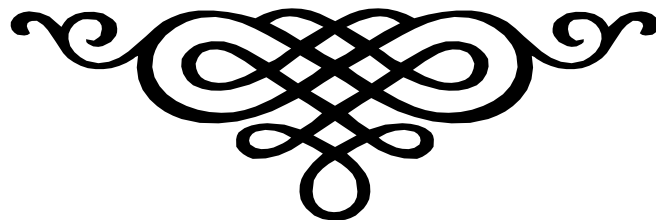
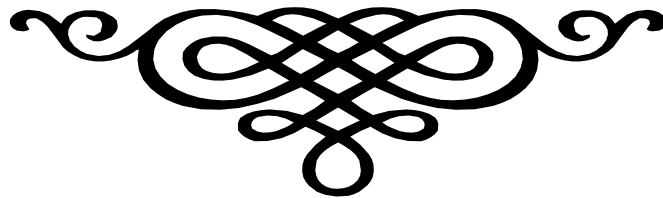


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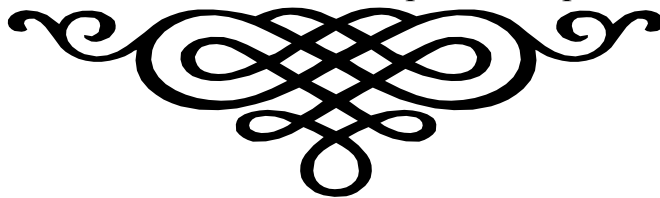
Introduction

This index of resources describes materials available through ICD's Resource Bank to Local Joint Committees (LJCs), Career Development Program (CDP) Coordinators, and other staff to assist with running learning centers and Career Development sites. It is currently divided into two broad categories of resources: Education and Training and Program Support. Education and Training resources are all those items related to the classes themselves, from individual lesson plans to educational papers, and Program Support resources would help sites to carry out the day to day tasks of running a Career Development site. Development of this index and the bank of information it represents is an ongoing project of ICD to provide Steelworkers with a continuum of learning.

The term "Best Practices," used frequently in this index, refers to those tools that have been used successfully by sites within the Career Development network. Sharing these resources between CDP sites keeps costs low and keeps LJCs from "reinventing the wheel." Any of the resources in this index can be provided to LJCs by ICD. We would also encourage you to consider sending us some of your site's best practices. Because we are constantly collecting and creating resources, this index and the Resource Bank it represents are organic and evolving. Sites should contact their Program Specialist to receive or contribute materials.

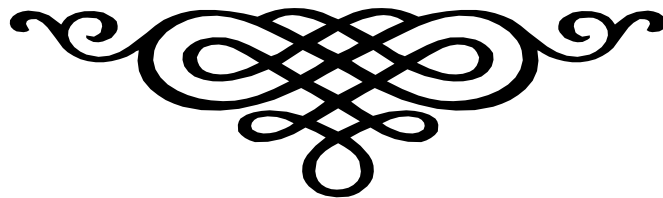
Last updated: July 20, 2007

Items added since the previous update are marked NEW!



Part One: Education and Training

Education and Training materials refer to all curriculums and tools that would help sites put on classes. They include everything from background information to complete curriculums to marketing and descriptive best practices.



I. General Background and Resources for Education and Training:

These materials are designed to provide sites with information to make decisions about classes and to use as yard sticks to measure the effectiveness of classes and programs. Materials are also designed to educate Career Development Professionals on learning issues.

A. Papers on Learning Issues

- Altruism and Career Development
- Beliefs about Basic Skills
- Continuum of Foundational Basic Skills
- Three Ways to Create Meaningful Contexts within Adult Instruction
- Successful Implementation of online Courses
- Vision of Assessment
- Vision of Learning
- Key Educational Thinkers and Researchers Guiding the ICD Model
- Create the Future – Read to your Child

B. LJC Guides to Certification Programs – Because the local leadership cannot be knowledgeable about every process and certification that their constituents are interested in, ICD researchers can provide LJCs with overview information in the form of an LJC Guide to help in that decision process.

- Computer Certifications
- HVAC
- Site Created Customized Certificate Programs (course continuums in small business, used vehicle sales, craft sales, and handyman)

C. Professional Development – These materials are designed to assist facilitators, teachers, counselors, and coordinators in learning new and additional strategies for providing excellent instruction.

- Distance Learning Counseling Package
- Initial Interview Assessment
- Fourteen Point Skill Bank
- Fourteen Basic Skills Manual
- Help Wanted Brochure (describes ICD's Continuum of Learning)
- The Unheard of Benefit – Ongoing Professional Development for Adult Basic Skills Education (paper describing professional development through ICD)
- Career Counseling Certificate (course outlines)
- Instructor Training (materials and power point)
- Vision of Learning Checklist
- Vision of Assessment Checklist

- The Learning Pyramid
- Harassment (handouts)
- Is Adult Education a Calling? Shaping Identity and Practice in Steel Mill Learning Centers (article describing professional development through ICD published in *Teachers College Record*, June 2005)
- NEW! Returning to Learning: Options and Opportunities (handouts)

D. Facilitators Guides – These standardized guides to individual ICD classes will help in the development of and negotiations for classes by indicating scope, content, materials, and cost. Guides are listed by course title and organized by ICD subcategory. This group of tools is also known as ICD’s Curriculum Bank.

1. Communications/Language
 - Let’s Converse: Input and Output Strategies
 - Resume Workshop
2. Math/Science
 - Math Enhancement Activities: Part One
 - Math Enhancement Activities: Part Two
 - Go Figure! Make Numbers Work for You
 - Basics of Business Math: Calculator
 - Basics of Business Math: Fractions
 - Basics of Business Math: Decimals
 - Basics of Business Math: Percents
 - Basics of Business Math: Equations
 - Basics of Business Math: Reports
 - Cents-able Solutions
3. Reading/Writing
 - Communicating with Photography
 - The Heat
4. Arts/Crafts/Music
 - Basic Photography
5. Business/Finance/Entrepreneurship
 - Entrepreneurial Skills
6. Social/Behavioral Science
 - Essential Industry Skills Training

II. ICD Developed Curriculums and Tools:

One goal of ICD is to provide Steelworkers with a continuum of basic skills. ICD has developed these materials through working with the sites in order to provide the curriculums and tools needed for the continuum. Three types of materials are listed, and those types are described below. Materials are listed according to ICD subcategory, general/interdisciplinary materials, or distance learning.

- **Assessments** -- This series of innovative and non-threatening, learner-directed assessments is designed to place learners along a continuum of learning and to guide participants into relevant training.
- **ICD Developed, Complete Basic Skills Curriculums and Tools** – ICD, with the help of its local programs and the U.S. Department of Labor, has developed several complete basic skills curriculums. This is an ongoing, creative process, and ICD will continue to collect and develop complete curriculums from CDP sites and from other joint programs.
- **ICD Negotiated, Nation-wide Curriculum Packages** – In an effort to capitalize on the national character of the CDP, ICD has negotiated with some vendors on behalf of all Steelworkers.

A. General/Interdisciplinary/Distance

1. Assessments

- Assessment Manual (Includes the following two assessments as well as the Hybrid Math Assessment, Self-Assessment tools and background information.)
- Initial Interview Assessment
- Learning Styles Assessment
- Technology Access/Technology Literacy Assessment
- Time Management and Organizational Skills for Distance Learning Assessment

2. Curriculums and Tools

- Tracking Exercises (12 alpha and numeric tracking exercises designed to help prepare for clerical exams)
- Distance Learning Counseling Package
- Workers Transition to Learning (Guides to preparing learners)

3. Negotiated Packages

- TV 411 (Basic skills enhancements offered on video, workbook, and web, contact your Program Specialist for cost.)
- Empire State College (Steelworker rates for distance learning college courses, contact your Program Specialist for cost.)
- Bachelor of Technical Professional Studies through National Labor College (online degree program)
- Online and Hands-on learning through ICD Skill Mill (formerly TelSim) (Basic Skills and Technical Courses offered online through ICD's website, contact your Program Specialist for cost.)
- Skills for today's workforce www.khake.com/page3.html (web

portal to free educational resources)

B. Communications/Language

1. Curriculums and Tools

- *The Heat: Steelworker Lives and Legends* (an anthology of Steelworker writing)
- Let's Converse Input and Output Strategies (7 scripted lessons with activities and handouts)
- *Steel & Roses* (a full-length, original script of Steelworker writing)

C. Math/Science

1. Assessments

- My Use of Math (a two-part self assessment)
- Hybrid Math Assessment

2. Curriculums and Tools

- Math Enhancement Activities Part I (6 scripted lessons with activities and handouts)
- Math Enhancement Activities Part II (6 scripted lessons with activities and handouts)
- Go Figure! Best Practices Curriculum (3 interactive CD ROMs, enhancement activities, and resources for a problem solving/fractions, decimals, and percents curriculum)
- Cents-able Solutions (interactive CD ROM, enhancement activities, and resources for a problem solving/decimals and percents curriculum)

3. Negotiated Packages

- ALEKS (an online system for the assessment and individualized learning of math, contact your Program Specialist for costs)

D. Reading/Writing

1. Curriculums and Tools

- *The Heat: Steelworker Lives and Legends* (an anthology of Steelworker writing)
- *Steel & Roses* (a full-length, original script of Steelworker writing)

2. Negotiated Packages

- The Writer's complex www.esc.edu/writer (online resources and writing tutorials sponsored by Empire State College)
- "Writing from a Kindred Voice: The Workers Writing Workshop" www.workplacelearning.org/writing.html (syllabus and online resources sponsored by The Association)

E. Business/Finance/Entrepreneurship

1. Curriculums and Tools

- Entrepreneurial Skills (enhancement activities for a business start-up class including basic skills lessons, resources, and web-based activities.)

F. Social/Behavioral Science

1. Curriculums and Tools

- Essential Industry Skills Training (participant manual, teacher's manual and overheads for a complete 8-15 hour class.)

III. Curriculum Best Practices:

This category includes all of the flyers, course descriptions, lessons and other curricular tools that have been successfully used in Career Development classes across the nation and contributed to ICD. (Divided according to ICD categories and subcategories)

A. Computers/Software (various categories)

- Intro to PC's (basic skills summary)
- Intro to Computer Series (basic skills summary)
- An Introduction to the Computer (course description, outline, basic skills summary and flyer)
- Surfing Windows (flyer)
- Intro to Microcomputer Applications (course outline)
- Internet (course overview and outline and flyer)
- Introduction to the Internet (course description and objectives)
- Microsoft Windows95 (course description and objectives)
- Microsoft Word 97 (course description and objectives)
- Word (flyer)
- An Introduction to Microsoft Excel97 (course description and objectives)
- Excel (flyer)
- Microsoft PowerPoint 97 (course description and objectives)
- PowerPoint (flyer)
- Access 97 (course description, objectives and flyer)
- Publisher 98 (course outline and handouts and flyer)
- Intro to Publisher (flyer)
- AutoCAD Fundamentals (flyer)
- A+ Certification (flyer)
- AutoCAD LT 2002 (course description, outline, and basic skills)
- Introduction to Visual Basic 6.0 (course description, outline, and basic skills)
- Netscape Communicator (flyer)
- CompTIA A+ Certification Test Overview
(www.comptia.org/certification/aplus/index.htm)
- Build Your Own Computer (course outline)
- Using this Computer (course outline)
- General Computer offering flyers
- Dreamweaver (Handout: 7 steps for building a successful website)
- Computer Trouble Shooting and Repair (flyer)
- Converting Home Videos to CDs or DVDs (course description)
- Effective Buying and Selling on EBay (objectives and outline)
- NEW! Customized Calendars (flyer)

B. Basic Skills

1. Communications/Language

- Business Communication Skills (Brief course description)
- Making it Clear: Clear Language for Union Communications (complete curriculum from Canadian Labor Congress)
- Resume Writing (2 complete curriculums. See Facilitator's Guide for complete description.)
- Customer Service Training Program (proposal)
- Team Building Exercises
- Elementary Spanish (flyer)
- Dale Carnegie (flyer)
- Harassment (video project outline)
- Basic Acting (flyer)
- Improvisational Acting (class video on DVD & flyer)

2. GED Preparation

- GED (course outline, course description, recommended texts)
- GED Test Strategies (handout)
- Health Care Employee GED Curriculum (complete curriculum from SEIU local union 1199)
- selected resources
- TV 411 lessons, navigation, and promotional material

3. Math/Science

- Math Skills Review (complete curriculum on addition, subtraction, multiplication and division – from Sparrows Point)
- How to Divide (one page lesson from JobLink)
- Number Relationships: Fraction, Decimals, and Percents (worksheet from Sparrows Point)
- Fraction Mini-Course (complete curriculum and 100 square practice paper from Sparrows Point) (plus additional lesson from JobLink)
- Decimal Mini-Course (complete curriculum from Sparrows Point)
- Word Problems Mini-Course (complete curriculum plus additional lessons from Sparrows Point)
- Percents Mini-Course (complete curriculum from Sparrows Point)
- The Grid and the Triangle (additional Percents lessons)
- M & M Ratio Worksheet (worksheet from WCI)

- Estimation and Conversion (worksheet from Sparrows Point)
- Mister Wizard kid program (flyer)
- Mathematics pre & post assessments
- Math Brush-up (flyers)
- Real Estate Math (worksheets)
- Math Tutoring (flyer)
- Cents-able Solutions (flyer)
- Pinewood Derby (detailed curriculum outline, survey, PowerPoint)

4. Reading/Writing

- Writing for Excellence (Brief course description)
- Grammar and Usage Seminar (flyer)
- Songwriter's Workshop (basic skills worksheets)
- Learn to Write Your Family History Course (Course outline and handouts from Sparrows Point)
- *The Heat*: a reading and writing class (Course description, syllabus, flyer, and student writing samples from JobLink)
- *Out of the Heat* (audio CD with readings from The Heat and readings of other Steelworker writing from JobLink)
- bibliography of worker related stories and books
- "The Works of the Working Class" (collection of stories and poems by WCI writing students)
- Reading & Writing (flyers)
- Writing for Theatre (syllabus and flyer)
- Test Taking Tips (handout)
- Reading Plays, Writing Dialogue (course description)
- Genealogy (flyer)
- Contemporary Literature (flyer)
- Assessment Test (flyer)
- *Forged in Steel: Stories of Steelworkers* (audio book)

5. Social/Behavioral Science

- Negotiating -- non-collective bargaining style (handouts)
- Working in Youngstown (American Studies/Labor Studies course syllabus)
- Paralegal Program (flyer and program catalogue)
- Middle East (course materials from Sparrows Point)
- Amnesty Education Program, Labor Immigrant Assistant Project (Complete Curriculum from AFL-CIO on government, history, and ESL including Workers Rights Handbook)

- “Granite City Steel Remembered” (photo-essay book, class project)
- History of Sparrows Point (course handouts)
- History of South Baltimore (course handouts)
- Washington D.C. (course handouts & tour info.)
- Writing History: Faces and Places of Steel (course proposal and flyer)

C. Personal Development

1. Fine Arts

- Art of Glass Etching I and II (course description, basic skills summary, daily objectives and activities, fees, instructor resume, and flyer)
- Advanced Stained Glass (basic skills summary)
- Intermediate Stained Glass (basic skills summary)
- Beginning Stained Glass (basic skills summary)
- Stained Glass (course outline)
- Stained Glass (retiree policy)
- Creating in Clay (basic skills summary)
- Video Production (course overview and outline and flyer)
- Photography, digital photography (flyers)
- Creative Scrapbooking (flyers)
- Angles on Quilting (math lesson plan)
- Fundamentals of Woodworking (brief course description and rationale)
- Video Editing (flyer)
- Sign Painting (detailed course description)
- Mural Painting (detailed course description)
- Video Camcorder techniques (flyer)

2. Business/Finance/Entrepreneurship

- Accounting Clerk (course description)
- Accounting and Bookkeeping for Small Business (detailed course outline, worksheet, flyer)
- Starting a small business (brief description and outline)
- How to Run a Small Business (flyer)
- How to Start, Run and Stay in Business (syllabus, handouts, and flyer)
- Small Business Development (course overview and outline, basic skills summary, and handouts)
- Business Opportunities (course objectives and outline)
- Starting a home based candle making business (course overview and syllabus)
- Start Your Own Business (flyer)

- Tips on Teaching Business start-up (one page handout)
- Business Start-up Cost Worksheet (one page handout from WCI)
- Participant Business profile Survey (one page handout)
- Checklist of Requirements to Start Your Own Business (one page handout from Clairton Works)
- Cash Flow Projection Form (handout from WCI)
- Business Plan Outline (one page handout)
- Plan your Financial Future (brochure, course outline and objectives, basic skills summary, and flyer)
- Pre-retirement Seminar (flyers)
- Preparing for the New Tax Law (flyer)
- Investing (flyer)
- Debt Free and Prosperous Living (flyer)
- Government Jobs for Retirees (flyer and proposal)
- Montana State AFL-CIO Employment and Training Job Search Curriculum and Information Manual
- How to pick the right Will (handouts)
- Financing Your Business (proposal)
- How to Start and Run a Home-Based Small Business (course outline)
- How to Build Positive Cash Flow into a Small Business (course outline)
- How to Develop a Business Plan for Small Business (course outline)
- The Art and Technique of Effective Selling (course outline, flyer)
- Bartending School (flyer)
- Basic Grant Seeking Skills (course description & outline)
- Preparing for Life After the Mill (course description)
- NEW! Living and Loving your Retirement Years (flyer)
- NEW! Money for College (flyer)

3. Health/Fitness

- Beating the Holiday Blues (flyer)
- Managing Workplace Conflict (flyer)
- Managing Multiple Projects, Objectives and Deadlines (flyer)
- Advanced Stress Management (flyer)
- Deal With It (handouts from stress management seminar)
- Where Does My Family Fit In? (stress management assessment)

- Healthy Lifestyles (course outline and objectives)
 - CPR/First Aid (flyer)
 - Self Defense (flyer)
4. Social/Behavioral Science (Including Labor Studies)
- Labor Immigrant Assistance Project Amnesty Education Class
 - Heritage of Struggle: Canadian Labor History Workbook
 - Penn State Labor Education Seminars (course outlines and flyer)

D. Pre-Technical

1. Building/Construction/Home Improvement

- Home Improvement and Repair (course outline and flier)
- Upholstery Made Simple (course description, basic skills summary, course outline, resources, and handouts)
- Basic Carpentry (flyer)
- Little House on the Blacktop (flyer)
- Community Outreach Projects list (describes a series of home improvement classes held at JobLink and flyer)
- Furniture/Cabinetmaking Curriculum (curriculum overview)
- Home Inspection (flyer)
- Glass Block Installation (flyer)
- Steel Framing (flyer)
- Basic Plumbing (flyer)
- Contracting your Home (flyer)
- NEW! Boxes for Christmas (flyer)
- NEW! Blueprint Reading (Flyer)

2. Mechanics/Electronics

- Motorcycle Repair (course outline and handouts)
- Small Engine Repair (basic skills summary, flyer)
- MIG Welding (basic skills summary)
- Stick Welding (basic skills summary)
- TIG Welding (basic skills summary)
- Generator Maintenance and Repair (basic skills summary)
- Basic Home Wiring (course outline)
- Home Security (course description and objectives)
- Your Automobile: Its Care and Feeding (flyer)
- The Nuts and Bolts of Electricity (flyer)
- VCR & Small Appliance Repair (flyer)
- DVD Maintenance and Repair (course description and outline)

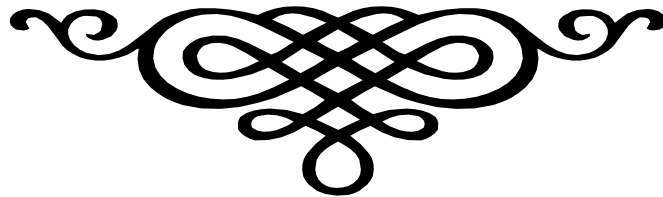
- Small Tractor Transmission Repair (flyer)
- Air Conditioning (course description and outline)
- Electro-Mechanical Certificate (Curriculum Summary)
- Introduction to Fiber Optics (course description and outline)
- Staging a Car Show (an LJC Guide)
- HVAC (Burns Harbor program outline)
- CDC Garage (flyer)
- NEW! Ornamental Metalworking (flyer)

3. Customized degree/Certificate/License

- Herbicide and Pesticide training (course descriptions)
- Commercial Driving License (basic skills summary)
- Alabama Home Builders License (flyer)

Part Two: Program Support

Program Support Materials are used primarily to assist in the day to day operations of local Career Development Program Sites. They include background and marketing materials as well as ICD manuals, templates, and training and samples of local policies and forms.



I. General Program Support Materials:

These materials are primarily designed to help LJC's and their staffs in the day to day running of a Career Development Program.

A. Getting the Word out about Career Development

- Video: "A Steelworker/Industry Vision of Lifelong Learning"
- Brochure: "A Steelworker Vision of Lifelong Learning"
- Flyer: "A Steelworker Vision of Lifelong Learning"
- "What is ICD?" FAQ sheet
- "ICD History and Statistics"
- Current Newsletter: "ICD Update"
- ICD Website: www.icd-uswasteelco.org
- ICD Posters on Learning
- ICD Services
- Brochure: Steelworker Stained Glass Memorial
- Article: "Lifelong Learning in the Bargain: Investing in our Future by Investing in Ourselves." *Steelabor*. USWA AFL-CIO/CLC. Volume 65, Number 3. July/August 2000.
- Article: "As Industrial Jobs Decline, Training Programs Grow." *New York Times*. Julie Connelly. January 30, 2001.
- Maintaining a Balance: Workplace Learning Amidst Industrial Contraction of U.S. Steel Mills
- The History of Labor/Management Training And Its Impact On Productivity And Profit: The Steel Industry (Paper delivered for the Worker Retraining for Economies in Transition)
- Chronology of ICD Awards and Achievements
- Testimonials of Steelworkers who have participated in ICD Classes
- NEW! General Flyer Template
- NEW! All you need to know about negotiating ICD into your contract (packet of info)
- NEW! Brochure: "Turning on Your Power to Learn"

B. Research

- Annual Progress Report
- Biennial Company Specific Reports
- 1999 National Impact Survey
- "A Steelworker Vision of Lifelong Learning: Evaluating Career Development at Burns Harbor," Robert Bruno, Univ. of Illinois
- Bridge Study
- "Hitting the TARGET? A Case Study of the Experiences of Teachers in Steel Mill Learning Centers" Amy Rose and Laurel Jeris, Northern Illinois University and Robert Smith, Published in the proceedings of the Adult Education Research Conference

- “Building Participation in Workplace Learning Programs” Debby D’Amico, Diane Lentz, Robert Smith and Marcia Taylor, published in NCSALL *Focus on Basics*. October 2002
- A Summary of Return-on-Investment Research of Workplace Education and Training: The Career Development Program’s Contributions to the Encouraging Mosaic
- Exploring our Living History: A Suggested Reading List (a list of influential materials for joint labor management educational programs)

C. Programmatic Guidelines

- Program Standards
- ICD Mission Statement
- Sample Contract Language
- Coordinator Job Description
- LJC Job Description
- Video: “LJC: Making a Difference”
- Customized Course Categories
- Ideal Learning Center
- In the Event of Layoff, Shutdown or Closure
- Surviving the Steel Crisis: What a Steelworker Needs to Know
- Getting Started: What You Need to Know to Get Your Program Off the Ground
- Marketing 101: An LJC Guide
- Why would a company want Career Development
- Identifying Funding Sources: Planning a Project and Writing a Proposal: An LJC Guide
- Useful Assessments: An LJC Guide
- Mini Courses and Seminars
- Buying Books Online: An LJC Guide
- NEW! Community Projects: An LJC Guide

D. Manuals

- Field policy manual
- “Writing Your Funding Plan: A How-to Guide”
- Learning Advocacy Training Manual
- Video: “The Learning Advocate: A Co-worker, A Friend, Someone You can Trust”
- ICD3 personnel manual
- LJC Management Information Systems Reference Guide (LJC Database Manual)

E. Programmatic Templates

- Annual Plan Short Form
- Supplemental Funding Proposal Form
- Vendor Agreement
- Educational Development Plan(s)
- Request for Start-up Funds
- ICD Contact Information Form

F. LJC Training Packages (Schedule Training at your location with your Program Specialist.)

- Orientation
- Annual Plans
- Assessment
- Basic Skills
- Communication
- Decision Making & Consensus Building
- Distance Learning Counseling Package
- NEW! Evaluation and Feedback
- Fund Raising
- Goal Setting
- Ideal Learning Center
- Leadership
- Learning Advocacy
- Learning
- Outreach/Participation
- Personnel Policies
- NEW! Reporting
- Reasoning Guides
- Training Coordinator Training
- Union Learning Representatives
- NEW! Working with Educational Vendors

II. Program Support Best Practices:

Although each site is unique, many of the day to day tasks involved in running a Career Development Program are the same at any site. ICD has created some templates to help with these tasks, and we have collected samples or best practices from a number of sites to help with others. This category includes templates and samples of a variety of program tasks, forms, and policies.

A. Site Created Tools/Samples

- Lending Library Materials List and Structure Guidelines
- Surveys
- Evaluation Forms
- Instructor Evaluation
- Request for Proposal Forms
- Basic Skills Guidelines
- Basic Skills Checklist
- Fourteen Point (Basic Skills) Skill Bank
- Four of Fourteen Basic Skills Worksheet
- Sign-in sheet
- Educational Development Plan
- Registration /Enrollment Forms
- Certificates
- Congratulations Cards
- Letter regarding opportunities for laid off Steelworkers
- Complaint form
- New Coordinator Orientation checklist
- Sample TAA application
- Guides to Certificate Programs
- Inquiry Form
- Invoice

B. Local Policies

- Non-Employee Participation Guidelines
- Sample Introduction Packet
- New Employee Orientation packet
- Policy Handbooks (NEW! Electronic version)
- TA Forms & Flyers
- Information Release Form
- Appeal Form
- Vendor Agreements
- Vendor Policy Manual
- Policy Change Notice
- Participant driven Courses

- LJC Meeting Guidelines
- Attendance Policies
- NEW! Participant Liability Release form

C. Marketing Tools/Samples

- Learning Advocacy Training (and flyer)
- ICD Posters on Learning
- Registration Booklets/Course Offerings/Class Schedules
- Newsletters
- Letterhead/Brochures
- Open House Information
- World Wide Web Information
- Cookbooks, Calendars & other innovative ideas
- Staging a Car Show: an LJC Guide
- “Building Participation in Workplace Learning Programs” Debby D’Amico, Diane Lentz, Robert Smith and Marcia Taylor, published in NCSALL Focus on Basics, October 2002
- General Program flyers
- Impact by Design: How to Make Your Promotional Materials Stand Out
- NEW! “Increase Your Local Participation through Multi-site Video Conferencing”

D. Research

- “It’s Your Dime . . . Use It!” USWA/USS KOBE Career Development Program Survey Final Report. 1977
- Impact Survey. USWA/Bethlehem, Bethlehem, PA. 1998
- Interest Survey Results. USWA/National, Midwest. 2000
- Rapid Response Survey for Dislocated Workers. USWA/LTV, Mining. 2000.
- “Study of Career Development Program Nonparticipants and Participants.” Completed by DePaul University Graduate Students at Three Northwest Indiana Sites. 2001.
- “A Study of Nonparticipants at One Site.” USWA/Ispat Inland, Inc. Bernard Kleiman JobLink Career Development Program. 2001.
- “Recruitment of Adult Learners: Findings from Action Research among Steelworkers.” Debby D’Amico, Diane Lentz, Marcia Taylor, & Robert L. Smith. 2001.

Resource Bank Order Form

Name _____

Site _____

Phone _____

Mailing Address _____

Materials Requested

Please list the specific materials you would like to receive, an indication from the Resource Catalogue of section and page numbers would be helpful. Alternatively, you could describe what you are interested in, and we will send whatever we have on that topic.

Please fax this form to Stephanie Stalmah 219-736-9216.
Or, contact your Program Specialist by phone or e-mail to discuss the materials you would like to receive.