

COMMUNITY LITERACY OF ONTARIO MEMBERS' E-COMMUNIQUE JANUARY 2015

Dear CLO Members,

Community Literacy of Ontario is pleased to present our **January 2015 Members' E-Communiqué**.

Topics covered in this e-communiqué are:

1. CLO's Recorded Webinar on "*Making the Magic Happen: Board Roles & Responsibilities*"
2. CLO's Curriculum and Resources for the Understand and Use Numbers Competency Project
3. Tri County Literacy Network's "*Learning to Earning*" Videos
4. Employment Ontario User Space (EOUS)
5. ETSI Update (Employment & Training Service Integration)
6. Opportunity to Give Input into the 2015 Ontario Budget



CLO'S RECORDED WEBINAR ON "MAKING THE MAGIC HAPPEN: BOARD ROLES & RESPONSIBILITIES"

In December 2014, Community Literacy of Ontario was pleased to host a free webinar on "*Making the Magic Happen: Board Roles and Responsibilities*".

The webinar showcased how clarifying the roles and responsibilities of boards and staff can lead to more effective governance and operations. Real-life examples of boards in action were shared to illustrate best (and worst!) practices of board governance.

You can view this Board Governance webinar by clicking this link: <http://vimeo.com/114774594>



CLO'S CURRICULUM AND RESOURCES FOR THE UNDERSTAND AND USE NUMBERS COMPETENCY PROJECT

Numeracy, as captured in the OALCF competency of Understand and Use Numbers, has relevance for all goal paths. To support the understanding of the Understand and Use Numbers competency, CLO was funded in July 2014 by the Ministry of Training, Colleges and Universities to produce curriculum that meets the OALCF resource needs of practitioners and learners requiring enhanced numeracy skills.

CLO hired Joyce Bigelow and her knowledgeable team from Northern Connections Adult Learning Centres to develop a freely downloadable Understand and Use Numbers Curriculum which will be hosted on [CLO's website](#) once it is complete. The curriculum will be available in English and French, and focuses on the OALCF task groups of Manage Money; Manage Time; Use Numbers; and Manage Data. This resource will contain 4 - 5 sample task-based activities for each of the OALCF level indicators related to this competency. It will also include a list of numeracy resources that practitioners can reference for additional support.

The modules in this resource have been piloted by five Literacy and Basic Skills agencies from across Ontario and the content has been shared with an Advisory Committee representing community-based, Laubach, school board and college programs.

The response to the modules has been extremely positive and CLO can't wait to share them with you. The launch of the curriculum is scheduled for the end of February 2015, so please stay tuned for more information about this exciting resource!



TRI COUNTY LITERACY NETWORK'S "LEARNING TO EARNING" VIDEOS

The Tri County Literacy Network has created a series of videos called "*Learning to Earning*". These videos highlight how literacy and adult upgrading can lead to success in the job market.

You can view these helpful videos here: <http://tcln.on.ca/videos/>

Learning to Earning: Stephen's Story



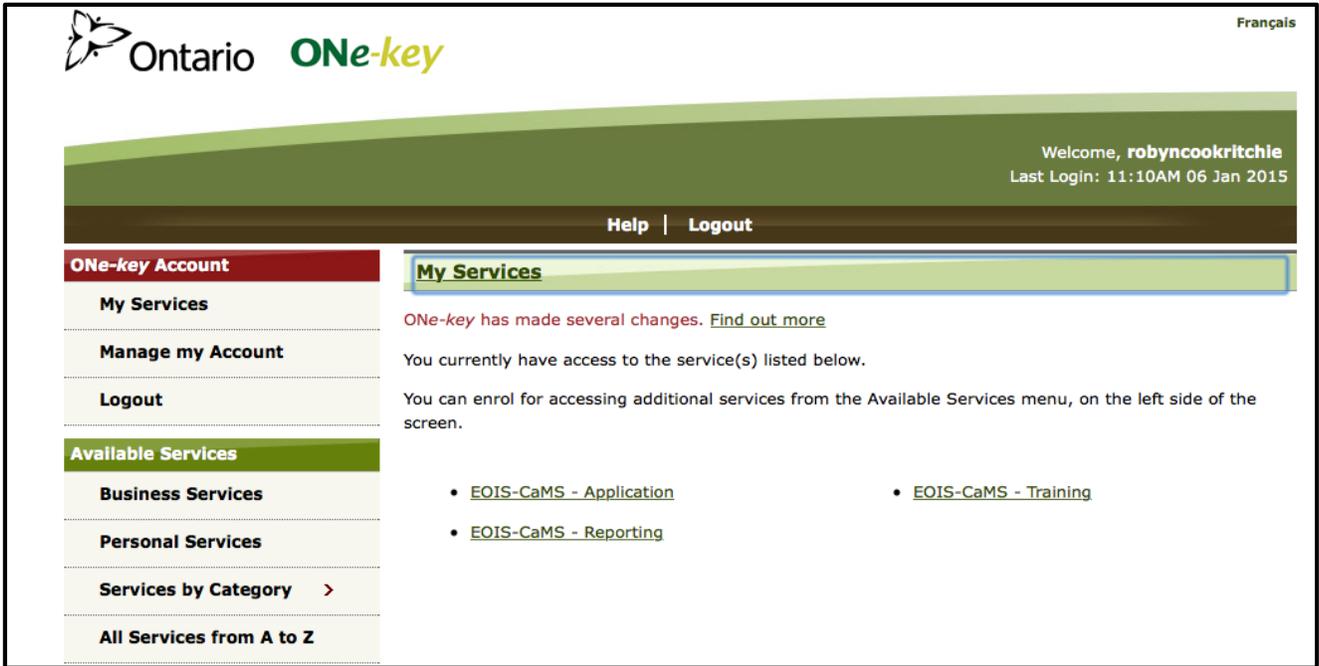
Learning to Earning: Preparing for Apprenticeship



EMPLOYMENT ONTARIO USER SPACE (EOUS)

By Robyn Cook-Ritchie

MTCU recently released the Employment Ontario User Space (EOUS) for EOIS-CaMS users. EOUS is a training environment that can be used as a “sandbox” for training new users or existing users on features they are not familiar with. A sandbox is an isolated training environment that allows you to test out the software without affecting data in a live system. You can access EOUS from the “My Services” page on the One-key site. The link for EOUS is called *EOIS-CaMS-Training*.



The screenshot shows the Ontario One-key user interface. At the top left is the Ontario logo and 'One-key' text. At the top right is the word 'Français'. Below the header, a green banner displays 'Welcome, robyncookritchie' and 'Last Login: 11:10AM 06 Jan 2015'. A dark navigation bar contains 'Help | Logout'. The main content area is divided into a left sidebar and a main panel. The sidebar has sections: 'One-key Account' (with links for My Services, Manage my Account, Logout), 'Available Services' (with links for Business Services, Personal Services, Services by Category, All Services from A to Z), and 'My Services' (highlighted). The main panel shows a message: 'One-key has made several changes. Find out more'. Below this, it states 'You currently have access to the service(s) listed below.' and 'You can enrol for accessing additional services from the Available Services menu, on the left side of the screen.' A list of services is shown: 'EOIS-CaMS - Application', 'EOIS-CaMS - Reporting', and 'EOIS-CaMS - Training'.

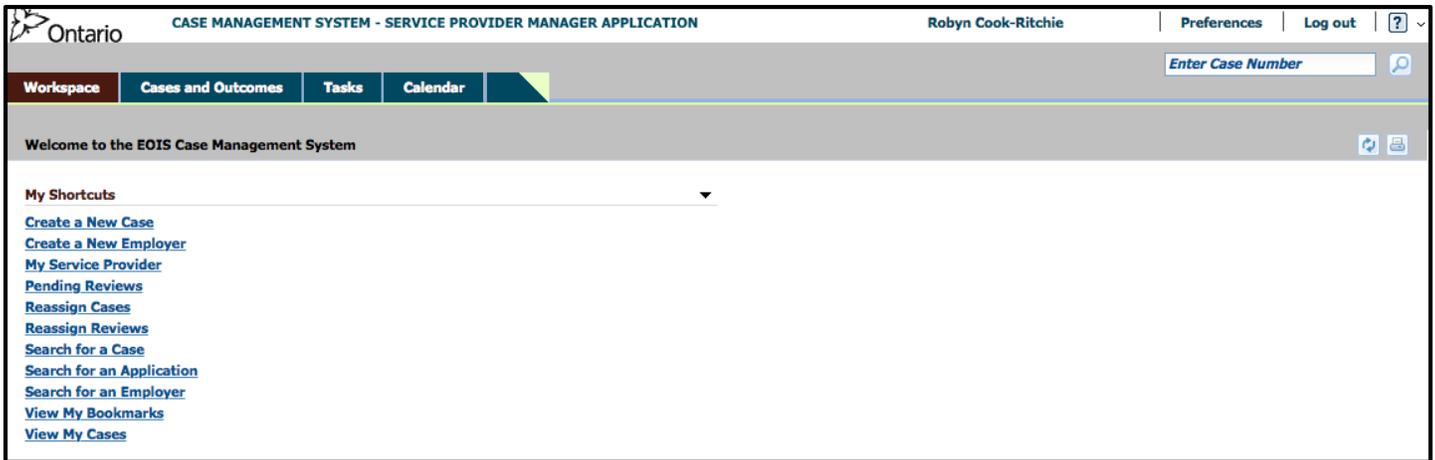
What is the same in EOUS?

- You have the same “user role” in EOUS as you do in EOIS-CaMS.
- You can create, modify and update Employment Ontario cases and LBS service plans.
- The support model is the same. If you have questions about EOUS that aren't answered in the guide, you can contact your regional office representative. The guide can be found at: www.tcu.gov.on.ca/eng/eopg/publications/eois_eous.pdf

What is different in EOUS?

- The colour scheme differs, providing a visual cue to avoid inadvertently entering data in EOUS as opposed to EOIS-CaMS and vice versa. All of the screens in EOUS have a grey background.
- Only core functions are included in the current release of EOUS. For example, you cannot create and maintain enhanced learner plans in the training environment.
- You will be using the “Tulip Agency” information that is already set up in EOUS as opposed to your own agency information. See the notes section.





Notice that the background is “grey” in EOUS instead of “green”.

The first step in using EOUS effectively as a training tool is to create “fake” client data (e.g., “Harry Potter” and “Jane Doe” both have cases in EOUS). The easiest way to do this is to fill out an actual participant registration form, learner plan template, and exit and follow-up form with the fake client information to use for data input.

Scenarios where you might consider using EOUS at your agency:

- You have new staff that needs to be trained to use EOIS-CaMS but you don’t want them learning in the live system!
- You want to create a presentation to explain how to use certain features in EOIS-CaMS with actual screen shots as visuals.
- You need to capture your “aggregate data” in EOIS-CaMS and don’t want to make a mistake in the live system so you use EOUS to practice.
- You want to have a better understanding of what a service plan from a different type of provider captures (e.g., Employment Services).
- You have management staff who would like to understand EOIS-CaMS better on their own time and at their own pace.

In the future, province-wide training needs might be addressed by upgrading to a new release in the training environment (EOUS) prior to upgrading the live system (CaMS). This would give users a chance to practice in advance.



Notes on EOUS:

When you create a service plan choose one of the owners from the drop-down list (e.g., Agnes Tulip). Your name will appear by default but you currently won't be able to create a service plan with you as the owner. This means that when you click on "view my cases" from your workspace, the cases you have created will not appear on your list because they are technically owned by someone else. You will have to do a search for them; so keep track of the cases you have entered in EOUS.

Create Service Plan * required field

Details

Primary Client Harry Potter

Program * Literacy and Basic Skills

Referred In * EO - Employment Service Provider

Owner * Robyn Cook-Ritchie

Service Delivery Site *

Self Service Initiated *

Template Name

Template Goal Path to Employr

Cancel

When you are creating a service plan, you will also need to select either the Barrie office or Toronto office of the Tulip Agency as the "Service Delivery Site".

Service Delivery Sites

Action	Service Delivery Site Name	Service Delivery Site Reference Number
Select	Toronto Office	3001A
Select	Barrie Office	3001B



ETSI UPDATE (EMPLOYMENT & TRAINING SERVICE INTEGRATION)

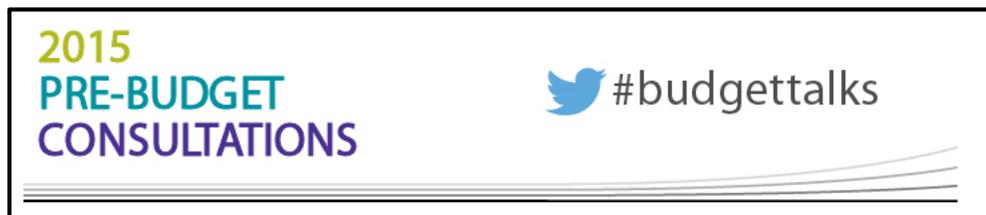
There have been recent updates regarding the Ontario government's strategies for ETSI (Employment and Training Service Integration). These updates include:

- ETSI Update from the Assistant Deputy Minister of MTCU, January 2015:
www.tcu.gov.on.ca/eng/eopg/publications/adm_letter_etsi_consultation_reports.pdf
- ETSI Summary Report, January 2014:
www.tcu.gov.on.ca/eng/eopg/publications/etsi_consultation_reports.pdf
- MTCU's Broader Consultation Report on ETSI:
www.tcu.gov.on.ca/eng/eopg/publications/etsi_phase_i_broader_consultation_report.pdf

MTCU also shares information and links to a report on the perspective of employers prepared by the [Ontario Chamber of Commerce](#) and [Essential Skills Ontario](#). This report is called "**Moving Forward Together: A Employer Perspective on the Design of Skills Training Programs in Ontario.**" It is available at: www.essentialskillsontario.ca/sites/www.essentialskillsontario.ca/files/Training_final.pdf

OPPORTUNITY TO GIVE INPUT INTO THE 2015 ONTARIO BUDGET

The Ontario Ministry of Finance is seeking input and ideas for the 2015 Ontario Budget. Feedback is due by February 13, 2015. Here is the link to submit your input online and to learn more about the pre-budget consultations: www.fin.gov.on.ca/en/consultations/prebud/



ACKNOWLEDGEMENTS

This CLO E-Communiqué was researched and written by CLO staff. For more information about Community Literacy of Ontario, please visit our website at: www.communityliteracyofontario.ca.



CLO receives core funding from the [Ontario Ministry of Training, Colleges and Universities](#). We are a proud part of the [Employment Ontario](#) network.

