



TRAINING • CONNECTING • DEVELOPING ILLINOIS' WORKFORCE

Portal Redesign Webinar June 21 & 23, 2011



Agenda



TRAINING • CONNECTING • DEVELOPING ILLINOIS' WORKFORCE

Portal Redesign Background:

- Shaping Illinois workNet®

Updates to Illinois workNet:

- Individuals & Business Pathways Demonstrations
 - ✓ Changes in Navigation & Where to Find Your Favorite Pages
 - ✓ Interactive Features
 - ✓ Tabs: Links, Tools and Video
- New Resume Creation and Job Search Tools

Q&A

Portal Redesign Background

Originally
Developed as a
Self-Access Portal

- A portal consists of web pages that act as a starting point for using the Web or web-based services.
- Individuals pathway designed for self access to WIA services.
- Focus is on grouping external links to resources.

Transitioning to
Guidance and a
Pathway to
Achieve Training
and Employment
Goals.

- Restructure pages and navigation to focus on content that provides guidance and supports customer goals.
- Provide steps, activities, and completion certificates to help customers achieve goals.
- Give access to tools for workforce professionals to assign activities, track progress, and communicate with customers.



Illinois workNet®

Web Portal (<http://www.illinoisworknet.com>)

Significant updates to the Individuals and Business pathways has been completed

ILLINOIS workNet CENTER

**TRAINING • CONNECTING
DEVELOPING ILLINOIS' WORKFORCE**

Search

Governor Pat Quinn

Share | Facebook | Twitter | YouTube | LinkedIn | RSS

Workforce Professionals Pathway Enter Here

Achieve Your Career

Explore, prepare, and join the workforce

- WIA Works for Illinois
- Laid Off Worker Assistance
- Learn more... watch the videos!
- Statewide Workforce Development Policies
- WIA Board Policies

Make this page your browser Home Page

Follow us: Twitter Facebook YouTube

1 2 3 4 5 6 7 8 9 10 11

INDIVIDUALS

Find and prepare for jobs, connect to training services, and more...

Individuals Enter Here

BUSINESSES

Find recruitment, training, development resources and more...

Businesses Enter Here

KEY SECTORS

Learn about career pathways, trends, jobs in growing Illinois industries and more...

Key Sectors Enter Here

DISABILITY RESOURCES

For adults and youth to go from disability benefits or school to work and more...

Disability Resources Enter Here

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Illinois workNet Centers are an equal opportunity employer/program. At Illinois workNet Centers, auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment by calling TTY: (800) 785-8055 or 711.

Redesigned Individuals Pathway Includes:

- Restructure of navigation
- Updated look and feel
- Pathways color-coded
- Increased guidance
- Ensures ease of access to and usability of tools
- Rotating feature of hot topics
- Engage users with interactive, dynamic, content

The screenshot displays the Illinois workNet website homepage. At the top, there is a navigation bar with links for 'Stay Connected', 'Browsealoud', 'FAQ', 'Facebook', 'LinkedIn', 'Newsletter', 'RSS - Events', 'RSS - News', 'Twitter', and 'YouTube'. The main header features the 'ILLINOIS workNet CENTER' logo and the tagline 'TRAINING • CONNECTING DEVELOPING ILLINOIS' WORKFORCE'. A search bar is located in the top right corner, along with a 'Language' dropdown and a 'Search' button. Below the header, there is a 'Log into My Illinois workNet' and 'Sign-Up' link. The main content area is dominated by a large banner titled 'Your Next Mission...' with the sub-heading 'Get a Guided Tour!' and the text 'Find locations that provide Priority of Service and local Vets events'. To the right of the banner is a 'Local Events and News' section with a 'ZIP Code:' input field, a 'Search Radius:' dropdown set to '10 miles', and a 'Find Events' button. Below the banner is a 'Welcome to Illinois workNet!' section with six color-coded tiles: 'Prepare' (blue), 'Learn' (purple), 'Find a Job' (pink), 'Services' (red), 'Step Guide' (green), and 'Find a Location' (teal). Each tile contains an icon and a brief description of the service. The 'Prepare' tile includes a link to 'Start planning a career and preparing for jobs here.' The 'Learn' tile includes a link to 'Discover your path to new knowledge and skills here.' The 'Find a Job' tile includes a link to 'Launch your career plan, search for positions here.' The 'Services' tile includes a link to 'Investigate specialized and support services here.' The 'Step Guide' tile includes a link to 'Get Step by Step guidance to help you get back to work here.' The 'Find a Location' tile includes a link to 'Get assistance at a location near you.' On the far right, there is a 'Success Stories' section with the text 'Discover what others have done to find success!' and a 'Learn more' link.

Redesign of Individuals Pathway

Channel Icons have been updated :

- Same channels that Individuals expect to see on Illinois workNet
- Icons and related resources are color coded for easy identification



Home



Prepare



Learn



Find Jobs



Laid Off Workers



Find Location

Illinois workNet

Redesign of Individuals Pathway

Find a Job page includes:

- A step-by-step guidance approach for achieving goals
- Links to related tools

The screenshot shows the Illinois workNet website interface. At the top, there is a header with the logo and the text "TRAINING • CONNECTING DEVELOPING ILLINOIS' WORKFORCE". Below the header is a navigation bar with tabs for Documents, Videos, Links, Messages, Skills, Activities, and Notes. The main content area features a large banner for "Starting a Business?" with a photo of a man and the text "Get the help you need to do it right!". Below the banner is a section titled "Use the Find Jobs area to:" followed by three bullet points: "Guide your search for employment using proven job-search strategies", "Learn more about networking including use of social media", and "Find job opportunities as well as potential employer contact information". A blue link says "Be sure to explore Resources located on the top right-side of the page:". Below this is a paragraph about finding career opportunities. At the bottom, there are three numbered steps: 1. Click the left-side menu items to explore each topic. 2. Review the information and take some time to perform the activities. 3. If you aren't sure where to start, click the Take Our Advice tool for assistance finding topics of interest. The sidebar on the left contains a menu with items like Home, Step Guide, Prepare, Learn, Find Jobs, Services, and Find a Location. The right sidebar contains Resources and ILWorkNet on Twitter.

Redesign of Individuals Pathway

Prepare Tools pages:

- Documents related to Preparing for a Job can be found by clicking on Documents tab.
 - Available in three file formats
- Links to tools is found by clicking on Links tab.
- Links to videos is found by clicking on Videos tab.
- Tool pages will be available for each of these channels:
 - Prepare
 - Learn
 - Find a Job
 - Services

The screenshot shows the Illinois workNet website interface. At the top, there is a navigation bar with tabs for Documents, Videos, Links, Messages, Skills, Activities, and Notes. A large red arrow points to the 'Documents' tab. Below the navigation bar, the 'Documents' section is active, displaying a list of resources categorized under 'Prepare'. The categories include 'Organize Yourself', 'Skills and Interests', 'Set Goals', 'Explore Job Information', and 'Prepare Your Resume'. Each category contains a list of documents with links to PDF, MS Word, and WEB formats. A red arrow points to the 'Accounting Internship' link under the 'Prepare Your Resume' section. A tooltip 'Link opens in a new window' is visible next to the 'Resume Checklist' link.

Prepare	Documents
Organize Yourself	<ul style="list-style-type: none">• Personal Information Worksheet (PDF) (MS Word) (WEB)• 30-Second Elevator Speech Worksheet (PDF) (MS Word) (WEB)• Job Search Record (PDF) (MS Word) (WEB)
Skills and Interests	<ul style="list-style-type: none">• Personal Skills Checklist (PDF) (MS Word) (WEB)• Military to Civilian Skills Sheet (MS Word) (WEB)
Set Goals	<ul style="list-style-type: none">• Career Plan Worksheet (PDF) (MS Word)• My Career Choice Graphic Organizer (PDF) (WEB)
Explore Job Information	<ul style="list-style-type: none">• Explore Careers - 4 Steps (PDF) (MS Word) (WEB)• Explore Careers Target (PDF)
Prepare Your Resume	<ul style="list-style-type: none">• Power Words/Action Verbs (PDF) (MS Word)• Key Words (PDF) (MS Word)• Resume Checklist (PDF) (MS Word) (WEB) <small>Link opens in a new window</small>• Functional Resume Examples:<ul style="list-style-type: none">○ Little Work Experience (WEB) (PDF)○ Welding or Building Maintenance (WEB) (PDF)○ Accounting Internship (WEB) (PDF)• Chronological Resume Examples:<ul style="list-style-type: none">○ Bank Manager Trainee (WEB) (PDF)○ Licensed Practical Nurse (WEB) (PDF)○ Fashion Internship (WEB) (PDF)

Individuals Personalized Home Page

After logging into their account, individuals can:

- Get guidance to achieve goals
- Add and save details to personal tools:
 - My Messages
 - My Notes
 - My Shortcuts
 - My Activities
 - My Resume



The screenshot displays the Illinois workNet user interface. At the top, the logo for the Illinois workNet Center is visible, along with the tagline 'TRAINING • CONNECTING DEVELOPING ILLINOIS' WORKFORCE'. A navigation bar includes links for 'Messages', 'Skills', 'Activities', and 'Notes'. The 'My Notes' section is active, showing a list of notes under the heading 'Select Past Notes'. A dropdown menu is open, showing a note titled '2011-06-21 - My Resume Bucket Resume details'. Below this, the 'Note Details' section shows the subject 'My Resume Bucket Resume details' and the category 'Jobs'. A 'Printer Friendly View' link is also present. The description of the note includes a rich text editor and a link to 'www.resumebucket.com'.

Individuals My Skills and Interests page includes:

- A link to each self-assessment tool
- The results of each self-assessment can be saved, and reviewed at later date.
- Results can be reviewed by individual or workforce professional (with permission given by individual)
- Links to other Personalized tools

Messages Skills Activities Notes

My Skills and Interests

Consider your skills and explore your interests. Complete any, or all, of the interest surveys to help you find the best career path for you. Store results for future reference. Find more helpful resources in the Prepare for a Job section on the left.

[Instructions](#)

Retake Interest Profiler Duration : 10-20 minutes Click here for information on the Interest Profiler	Retake SKILLS Profiler Duration : 10-20 minutes Click here for information on the Skills Profiler
Retake Work Importance Locator Duration : 5-15 minutes Click here for information on the Work Importance Locator	Retake Work Career Cluster Inventory Duration : 5-25 minutes Click here for information on the Career Cluster Inventory

[View Your Profiler Results](#)
(My Saved Scores)

What to look for in new resume tools

1. Ability to create, store or manage resumes
2. Social media/networking capabilities
3. User friendly interfaces
4. Up-to-date resume styles
5. Job search capabilities
6. Search engine optimization (use of keywords)
7. Ability to print, email and download resumes
8. Visibility to prospective employers
9. Mobile application services
10. Availability of resume samples

Find the complete document in the file share [c f i c b i = ` `] k
 Workforce Professionals Pathway
 Frequently Requested Print Materials

Top Five Tools	Emurse.com	ResumeBucket.com	JobSpice.com	LinkedIn.com	JobCentral.com
Users Can Create Resumes	yes	yes	yes	no	yes
Users Can Create Profiles	yes	yes	yes	yes	yes
Users Can Store More Than One Resume	yes	yes	no	no	no
Can Print Resumes	yes	yes	yes	no	no
Users Can Download Resumes	yes	yes	yes	no	no
Users Can Upload Existing Resumes	yes	yes	no	yes	no
Users Can Email Resume	yes	yes, email	yes, email	no	no
Employers Can Search Resumes	yes	yes	yes	yes	yes
Has SEO Tools (Keywords)	yes	yes	no	yes	no
Users Can Share Resume via URL	yes	yes	yes	yes	no
Has Built-in Job Search	yes (CareerBuilder)	yes (Indeed)	no	yes (LinkedIn)	yes (Direct Employers)
Is Connected to Social Media	yes	yes	no	yes	no
Has Mobile App.	no	no	no	yes	no
Has Resume Templates	yes	yes	yes	no	yes
Has More Than Two Template Styles	yes	no	yes	n/a	no
Template Formatting Up-to-Date	yes	yes	yes	n/a	no
Can Make Chronological Resume	yes	yes	yes	yes	yes
Can Make Functional Resume	must customize	must customize	yes	yes	no
Can Make Combination Resume	must customize	must customize	yes	yes	no
Has Resume Samples	no	yes	no	no	no
Displays Advertisements	yes	yes	no	yes	no
Text Reader Built-in	no	no	no	no	no (has text enlarger)
Easy To Use	yes	somewhat	very	yes	yes
Additional comments	Has "email resume now" button	Has resume/profile metrics (who views)	Has live help feature	colleague/employer network is huge	National Association of Workforce Agencies

Top Five Resume Tools

1. Emurse.com



2. ResumeBucket.com



3. JobSpice.com



4. JobCentral.com



5. LinkedIn.com





Illinois workNet

Business pathway

Redesigned Business Pathway Includes:

- Restructure of navigation
- Updated look and feel
- Pathways color-coded
- Increased guidance
- Ensures ease of access to and usability of tools
- Rotating feature of hot topics
- Engage users with interactive, dynamic, content

The screenshot shows the Illinois workNet website interface. At the top left is the logo for the Illinois workNet CENTER. To its right is the tagline "TRAINING • CONNECTING DEVELOPING ILLINOIS' WORKFORCE". On the top right, there is a search bar, a user login area for "Governor Pat Quinn" (Guest), and social media sharing icons for Share, Facebook, Twitter, YouTube, LinkedIn, and Print. Below the header is a "Log into My Illinois workNet" link.

The main content area features a "Key Sectors" banner with a woman's image and text: "The state is committed to supporting sectors critical to the Illinois' economy and their continued growth and competitiveness. Click here for industry-specific resources." Below the banner is a carousel with numbered indicators 1 through 8.

Below the banner is a "Welcome to Illinois workNet" section with four service tiles:

- Hiring**: Connect to job posting sites, unique applicants, and options for no-cost job postings.
- Training**: Connect to training programs to keep your company and employees competitive.
- Business Services**: Learn how to start a business, find training, build your brand with social media, and more.
- Find a Location**: Get assistance at a location near you.

On the right side of the page, there are three additional sections:

- Local Events and News**: Includes a ZIP Code field, a Search Radius dropdown set to "10 miles", and a "Find Events" button.
- Success Stories**: Discover what others have done to find success! with a "Learn more" link.
- Statewide Interest**: Features the WIA WORKS logo.



Rate this Page
 ★★★★★
 1 rates / 5.0 average.



Hiring Page includes new content and resources on hiring:

- ✓ Older Workers
- ✓ People with Disabilities
- ✓ Veterans
- ✓ Youth
- ✓ Re-Entry Candidates
- ✓ Volunteers

Rate the Page, Watch Videos, and more. Use the Tabs at the top for additional resources

The screenshot shows the Illinois workNet website interface. At the top, there are navigation tabs for 'Videos' and 'Links'. The main heading is 'Hiring Older Workers' with a sub-heading 'Get the Experience You Need'. Below this is a paragraph of text and a photo of an older man. To the right, there is a 'Rate this Page' widget showing a 5-star rating and '1 rates / 5.0 average'. Below that is a 'What do you Think?' section with 'Vote Now' and 'See Results' buttons. At the bottom, there is a 'Hiring Videos' section with a list of video resources, each with a play button icon and a link to the video. A purple callout box highlights this 'Hiring Videos' section.





Rate this Page
 ★★★★★
 1 rates / 5.0 average.



Training Page includes new content and resources on:

- ✓ Education and Training Programs
- ✓ Employer Training Investment Program
- ✓ Incumbent Worker Training
- ✓ Job Training Economic Development
- ✓ On-the-Job Training
- ✓ WIA Certified Training Providers.

Rate the Page, Watch Videos, and more. Use the Tabs at the top for additional resources



The screenshot displays the Illinois workNet website interface. At the top, the logo reads "workNet CENTER" and "TRAINING • CONNECTING DEVELOPING ILLINOIS' WORKFORCE". The main navigation includes "Home", "Hiring", "Find a Location", and "Training". The "Training" section is expanded, showing "Education and Training Programs", "Employer Training Investment Program", "Incumbent Worker Training", "Job Training Economic Development", "On-the-Job Training", and "WIA Certified Training Providers".

The "On-the-Job Training" section features a "Videos" tab and "Links". The text describes the program as a "hire-first" program where employers are reimbursed up to 50% of wages during training. It includes a "Spread the word! Click here for our OJT Info Sheet (PDF)" link and a "Step 1: How to Get Started:" section.

The "Training Videos" section is highlighted with a green border and contains a "You Tube" icon and two video links: "Manufacturing Employer Testimonial" and "Healthcare Employer Testimonial".

On the right sidebar, there is a "Rate this Page" widget showing "0 rates / 0.0 average." and a social media section for "ILWorkNet on Twitter" with two tweets.



Rate this Page

★★★★★
1 rates / 5.0 average.



Business pathway

Business Services Page includes new content and resources on:

- ✓ Business Resources
- ✓ Labor/Economic Data
- ✓ Social Media
- ✓ Tax Credits/Compliance
- ✓ Transitional Services

Rate the Page, Watch Videos, and more. Use the Tabs at the top for additional resources



Resources

- [SBA Start Up Assessment Tool](#)
- [Regional Economic Snapshot](#)
- LocationOne: [Sites](#) & [Buildings](#)



Q & A

Illinois workNet

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