

**America's Career Kit Training:  
State Workshop Participants and Agenda**

1. **State participation and role:**  
State contacts: WIA contacts [www.usworkforce.org/Statecon.htm](http://www.usworkforce.org/Statecon.htm)  
role: identify One-Stop participants and assist training team to obtain a computer lab for the workshop
2. **One-Stop Center participation and role:**  
participation: one representative from each comprehensive One-Stop center  
role: attend 1 ½ day workshop and conduct follow-up training for local center staff using the training materials provided
3. **Workshop location and schedule:** The workshops will be conducted in computer labs and will feature hands-on exercises and activities. 1 ½ day workshops will be scheduled on a State-by-State basis from April through November, 2001. The training calendar will be posted on the Internet.  
<http://www.alx.org/tott/calendar.asp>
4. **Workshop Agenda:**

**Presentation of the content, organization and use of the America's Career Kit. Separate modules will be covered for the following systems:**

- **America's Job Bank**
- **America's Career Infonet**
- **America's Learning eXchange**
- **America's Service Locator**
- **O\*NET**
- **Tools of the Trade, AWN Toll-Free Help Line**
- **Related State resources, including job, labor market, and career systems (State option)**

**Discussion and activities on how to use the Career Kit to serve One-Stop customers including:**

- **employers**
- **incumbent workers**
- **dislocated workers**