**The ACT Career Curriculum**

The ACT Career Curriculum is a suite of courses focused on foundational work-related knowledge and skills that are important across jobs throughout the economy. These courses are delivered through four fully Internet-delivered and easily managed and administered product bundles and include courses, placement tests and instructional quizzes. The bundles are delivered under the names:

* ***ACT KeyTrain***: Courses in all cognitive WorkKeys-related topical areas; focused on WorkKeys skills progressions
* ***ACT Soft Skills Suite***: Courses in Customer Service, Interpersonal & Business Communication, Working in Teams, Problem Solving & Critical Thinking, Work Discipline
* ***ACT Work Foundational Skills***: a combination of the KeyTrain and Soft Skills courses
* ***ACT Career Ready 101***: includes all of the KeyTrain and Soft Skills courses, plus Creating Career Goals, Financial Awareness and a Job Search course, and additional Career Planning and Exploration Tools

**Key Components of the ACT Career Curriculum Accessibility Plan:**

ACT is committed to achieving conformance with all applicable laws and broadly accepted guidelines supporting accessibility for diverse populations as soon as it is technically possible for our company. We are currently and actively on that path of development.

ACT is fully aware of Information, Material and Technical Accessibility. We are also deeply committed to achieving conformance and guidelines such as WCAG 2.0, and applicable EPub3 guidelines in addition to QTI and APIP standards. In fact, ACT is and has been a very active member of the IMS Global Learning Consortium, developers of the emerging aQTI and APIP and other internationally recognized technical standards for educational content and service delivery. We are looking at the cutting edge and building for a solid future. We also recognize that such change ***must and should*** take some time to for us to adjust policy, methods of production and delivery in a fully informed way to achieve the highest quality delivery of accessible products that our clients demand and deserve. This is our goal.

ACT has begun (June 2015) an external accessibility audit by two nationally recognized companies of one of our flagship products (the ACT) , and over the next several months will be identifying the specific accessibility gaps in our products, services and systems that must be filled. Our investment in this extensive project is evidence of our deep and good faith commitment to enhancing our capabilities in accessible delivery of all ACT products and services.

**ACT Career Curriculum Compliance Status:**

Our aim is to meet WCAG 2.0 AA standards by the end of calendar year 2017. Currently the ACT Career Curriculum product line does not fully comply with these technical standards of accessibility.

The courses within this product line do include a learner controllable audio track for the textual content of the program. In addition, substantive progress was made for other accessibility issues as we launched an HTML, responsive mobile, delivery platform for the courses in April of 2014. And, improvements continue as we make ongoing revisions to courses implementing new readable graphics, alt tags, etc.

Of the 37 criteria included in the VPAT for the ACT Career Curriculum, we identify 18 as “Closed” and supported; five as “In Process” and not fully tested, with an expectation that testing and any subsequent actions needed will be completed by August 31, 2016; two “In Process” but not fully implemented, with an expectation that implementation will be completed by December 31, 2016; and the remaining 12 “In Process” being planned or further evaluated and expected to be complete by December 31, 2017.