



TOWES Overview

What is TOWES

Across Canada, employers, educators, industry and government are working together to ensure that Canadians have the Essential Skills needed for full participation in the labour market and community life.

TOWES - the Test Of Workplace Essential Skills offers valid, reliable and effective assessments, curriculum and training support for organizations and individuals looking to assess and improve Essential Skills.

What are Essential Skills

Essential Skills are the skills needed to carry out everyday tasks for work, learning and life. They are not the technical skills required by a particular job; they are the skills applied in all occupations.

Essential Skills:

- help us to perform the tasks required by our occupation and other activities of daily life.
- provide us with a foundation to learn other skills.
- enhance our ability to adapt to change.

There are 9 Essential Skills: **Reading Text, Document Use, Numeracy**, Writing, Thinking Skills, Oral Communication, Continuous Learning, Working With Others, and Computer Use. TOWES assesses the first three skills, which are often referred to as *adult literacy skills*.

Using TOWES

TOWES assessments and training solutions have a broad range of applications, including:

- assessing workers and potential workers for recruitment, selection and succession planning.
- understanding individual strengths for career planning.
- workplace-based Essential Skills training programs.
- placement, measuring learning gains and determining work readiness in college or institutional training programs.
- identifying and providing remedial support for at-risk learners in Apprenticeship or technical training.
- prior learning recognition.
- an alternative literacy assessment for new Canadians.
- establishing training standards.
- research.

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