



Georgia Work Ready Certificate

GOLD

Is awarded to

KATRINA WORGULL

In recognition of verified skills in Applied Mathematics,
Locating Information, and Reading for Information

A handwritten signature in cursive script, reading "Sonny Perdue".

Sonny Perdue, Governor, State of Georgia

A handwritten signature in cursive script, reading "George M. Israel, III".

George M. Israel, III, President and CEO, Georgia Chamber of Commerce



Issued: February 16, 2009

Certificate#: YQSWTM463WTV

WorkKeys®



ACT®

WorkKeys®



Talent Assessment

The WorkKeys® system permits a direct comparison of the level of skills needed to perform a job with the level of skills an individual currently demonstrates. The WorkKeys-powered Career Readiness Certificate shows that an individual has achieved a level of performance across a range of skills which, in combination, establish the person's readiness to enter a percentage of the jobs available as documented by the thousands of jobs in the ACT occupational profile database. The individual named on the face of this certificate has demonstrated the following proficiencies.

Applied Mathematics

Solve straightforward, basic problems requiring math operations; describe situations that require interchange of fractions, decimals, and percents for making sense; and manipulate simple money and time units to provide services or information.

Put information in the right order to solve problems requiring one- or two-step math operations; and use averages, ratios, proportions, rates, and fractions to describe situations and report information.

Perform several steps of logic and calculations; decide how to solve a problem; look up and use the correct formula; identify a best deal; calculate percent discounts and markups; and solve two-dimensional geometric problems to describe and analyze work situations.

Locating Information

Find or fill in basic information in a simple bar graph, table, or pie chart to comprehend work-related issues and problems.

Find several pieces of information in straightforward charts, tables, and diagrams; summarize information; and identify trends in order to comprehend and analyze work-related issues and problems.

Sort through distracting information to identify and compare trends in detailed tables, maps, instrument gauges, graphs, and blueprints in order to analyze and interpret work situations.

Reading for Information

Read concise work-related documents, such as memos and announcements, with enough understanding to carry out instructions and apply basic rules and information.

Read and understand work-related documents, such as procedures, policies, and notices, in order to follow instructions and apply important details and conditional information to workplace situations.

Read and understand work-related documents, such as technical manuals, in order to use the context to comprehend unfamiliar terms and jargon and to apply complex instructions to new workplace situations.

This credential is registered with ACT in the National Career Readiness database and may be verified at www.MyWorkKeys.com.

If you have questions, call 1-800/WORKKEY.

Katrina Worgull
3668 Edgemore Drive
Thomson GA 30824





Skill Report

Report for: Georgia Work Ready Program
Site: Augusta Technical College
Test Date: Feb 13, 2009

WorkKeys Individual Score Report with Scale Score

Name: *Worgull, Katrina A*

ID# 1377

Test	Level Score	Possible Range	Scale Score	Possible Range
Locating Information	5	<3-6	82	65 - 90

WHAT YOUR SCORES MEAN

You scored at Level 5. People achieving this level can use one or more complicated workplace graphics, such as complex forms and tables, multivariable graphs, maps, and diagrams to compare trends and main points, and/or summarize information. To improve your skills:

- * read a variety of complex workplace graphics such as very complicated tables and forms, and very detailed maps, blueprints, and diagrams, as well as charts and graphs that are difficult to understand and unfamiliar to you.
- * make decisions, draw conclusions, and apply information to new situations using several related graphics.

HOW YOU CAN USE YOUR SCORES

For more information, visit www.workkeys.com



Official
Express Score®
Skill Report

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ID# 1377

Test	Level Score	Possible Range	Scale Score	Possible Range
Applied Mathematics	6	<3-7	85	65 - 90

WHAT YOUR SCORES MEAN

You scored at Level 6. People achieving this level can set up and solve problems containing extraneous information or information presented out of logical order and involving multiple-step calculations on a mixture of whole numbers, fractions, decimals, or percentages. To improve your skills:

- * apply ratios that involve a mixture of fractions and decimals, and perform multiple-step conversions that involve fractions and decimals.
- * calculate multiple areas or volumes of rectangular solids, spheres, cylinders, and other complex shapes.
- * check to see that each step of your calculations is correct, that you have solved the problem posed, and that your answer is reasonable.

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<i>Test</i>	<i>Level Score</i>	<i>Possible Range</i>	<i>Scale Score</i>	<i>Possible Range</i>
Reading for Information	6	<3-7	82	65 - 90

WHAT YOUR SCORES MEAN

You scored at Level 6. People achieving this level can understand reading materials containing difficult concepts, complicated procedures, and/or a great deal of detail about a topic, such as excerpts from straightforward regulatory and legal documents, and rental agreements. To improve your skills:

- * read densely detailed materials that contain jargon and technical terms whose definitions you must determine from the contexts of materials.
- * generalize from what you have read and apply your generalization to new situations.
- * analyze complex policies and procedures to identify the underlying reasons for them.

HOW YOU CAN USE YOUR SCORES

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Official
Express Score
Skill Report



Examinee Report

Examinee: Katrina A. Worgull
 Examinee ID: *****1377

Report for: Georgia Work Ready Program
 Site: Augusta Technical College
 Test Date: Feb 13, 2009

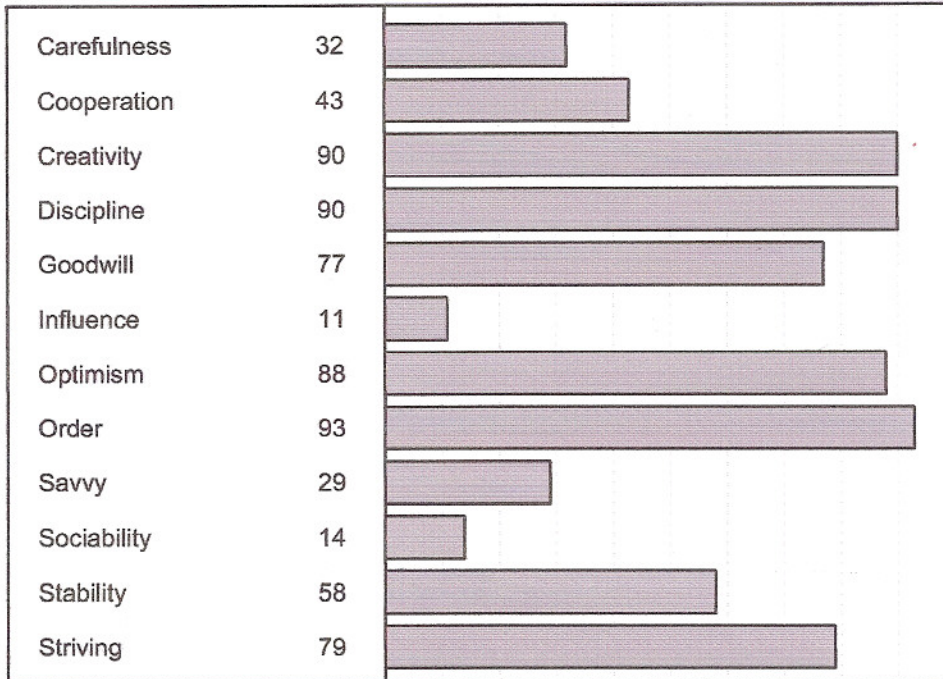
ACT®

WorkKeys Talent Assessment measures personal and workplace behaviors and attitudes. This report is designed to help identify examinee strengths and weaknesses in order to ensure success in the workplace.

WorkKeys Talent Assessment Profile

Percentile Rank: Approximate percent at or below

0 10 20 30 40 50 60 70 80 90 100



Your Talent Summary Profile scores are expressed as percentiles. Percentile scores show how you compare to others who have taken the assessment.

For example, a score of 70 means that 70% of persons received scores that are the same as, or lower than, your score.

Capitalize on Individual Strengths

These are your areas of strength, as measured by this assessment.

Percentile

Scale Definitions

93

Order: *Tendency to be neat and well organized.*

Your responses suggest that you are well organized, and consistently keep your physical surroundings neat and tidy. You are always methodical in your manner and maintain a structured professional environment.


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Examinee Report

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90

Creativity: Tendency to be imaginative and to think "outside the box."

Your responses suggest that you are intellectually curious, reflective, and open to new ideas. You are imaginative and enjoy exploring complex ideas that can lead to innovation.

90

Discipline: Tendency to be responsible, dependable, and follow through with tasks without becoming distracted or bored.

Your responses suggest that you commit to your duties until they are complete. You take responsibility and can always be relied upon to get your job done on time. You are not easily distracted, and always persist through challenges until the task is done.

88

Optimism: Tendency toward having a positive outlook and confidence in successful outcomes.

Your responses suggest that you feel satisfied and have a positive general outlook. You are certain that your future is bright and have confidence in yourself in almost any situation. You feel secure about your competence and abilities in workplace settings.

79

Striving: Tendency to have high aspiration levels and to work hard to achieve goals.

Your responses suggest that you are driven and ambitious. You strive for competence in your work, and consistently work hard to achieve your desired results. You have a clear sense of direction in life and at work and are very motivated to achieve your goals.

77

Goodwill: Tendency to be forgiving and to believe that others are well-intentioned.

Your responses suggest that you treat others kindly and are willing to lend your support when needed. You trust that your coworkers are well intentioned, and treat colleagues with compassion in most circumstances.

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Continue to Cultivate Individual Skills

These are areas in which your skills could benefit from additional development.

Percentile	Scale Definitions
58	<p>Stability: Tendency to maintain composure and rationality in situations of actual or perceived stress.</p> <p>Your responses suggest that you try to maintain your composure and temper in situations of high stress. Your conduct tends to remain calm and even-tempered, but your confidence in your ability to handle pressure may diminish during particularly stressful situations.</p>
43	<p>Cooperation: Tendency to be likable and cordial in interpersonal situations.</p> <p>Your responses suggest that you get along with others most of the time. You tend to be agreeable and cooperative in dealing with coworkers in most situations.</p>
32	<p>Carefulness: Tendency to think and plan carefully before acting or speaking.</p> <p>Your responses suggest that you are usually cautious, deliberate, and pay attention to detail in the workplace. You usually think carefully before acting or speaking. You consider the consequences of your actions, but you can sometimes be hasty in your decision making.</p>
29	<p>Savvy: Tendency to read other people's motives, understand office politics, and anticipate the needs and intentions of others.</p> <p>Your responses suggest that you tend to accurately perceive the motives of others. You sometimes anticipate what others may be thinking or feeling and can adapt to social situations as a result. Your level of perception may be helpful in taking appropriate action in different social and professional settings.</p>

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Construct Plans for Individual Improvement

These are areas that you will definitely need to develop further in order to improve your skills.

Percentile**Scale Definitions****14**

Sociability: Tendency to enjoy being in other people's company and to work with others.

Your responses suggest that you tend to be shy and may not readily engage or interact with others in social situations. You are not usually expressive or may prefer to work alone, which may make it challenging for you to interact with customers and coworkers.

11

Influence: Tendency to impact and dominate social situations by speaking without hesitation and often becoming a group leader.

Your responses suggest that you are not usually assertive in social situations. You may tend to retreat to the background during group discussions and projects, and thus not be very visible in your group of peers. You generally prefer not to offer your opinions or arguments in social situations.

Your primary occupation is in BOLD.

Occupations Specified by Examinee:

Code	Title
15-1099.04	Web Developers
15-1021.00	Computer Programmers
15-1041.00	Computer Support Specialists
43-6014.00	Secretaries, Except Legal, Medical, and Executive
41-2031.00	Retail Salespersons

Recommended Plan of Action



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Recommended Plan of Action

- Develop strategies for improvement. Take advantage of organization resources available to you. Talk to your supervisor to discuss specific steps you can take to improve.
- Capitalize on your strengths. Talk to your supervisor about ways to take advantage of your strengths.