

South Central Workforce Council

Objective Assessment Instruction

Results of the Objective Assessment should be recorded in SKIES by insuring that the following screens (**bolded**) are completed (See the SKIES Manual for further details):

Job Seeker

- Core Services
 - Basic
 - **Additional tab**
 - **Program Data tab**
 - **Employment History tab**
 - **Desired Employment tab**
- Assessment
 - Initial Employment
 - **Employment History tab**
 - **Desired Employment tab**
 - **Ed History tab**
 - **Ed Issues tab**
 - Comprehensive
 - **Family tab**
 - **Housing tab**
 - **Transportation tab**
- Summary
 - **Initial Summary tab**
 - o *Print Initial Assessment*
 - **Comprehensive Summary tab**
 - o *Print Comprehensive Assessment*