

Overview of the LGTW Quick Guide on Transition to Employment

The Let's Get to Work (LGTW) Quick Guide on Transition to Employment is a collection of project materials and related resources compiled for teachers and school staff supporting the transition to integrated, community employment for students with disabilities. The LGTW Quick Guide will help you implement the **5 C's of Best Practices in Transition to Employment**. Check back often as more resources will be added to the Guide. The LGTW Quick Guide is located at www.letsgettoworkwi.org.



COORDINATION of Transition Services, including fostering Self-Determination

Information	Tools to Use
<ul style="list-style-type: none"> What Does Coordinated Transition Look Like? 	<ul style="list-style-type: none"> Transition Services Rating Scale
<ul style="list-style-type: none"> Information and Resources for Promoting Self-Determination by Students with Disabilities 	



CLASSES and Extra-curricular activities that are inclusive with peers who do not have disabilities, including postsecondary education opportunities

High School Inclusion

Information	Tools to Use
<ul style="list-style-type: none"> Practical and Natural Ways to Foster Inclusion Least Restrictive Environment for IEP Work Placements 	<ul style="list-style-type: none"> High School Opportunity Map

College Access

Information	Tools to Use
<ul style="list-style-type: none"> College Bound Booklet College Bound Brief for Students and Families 	<ul style="list-style-type: none"> Preparing Students for College Checklist



CAREER GOALS that are individualized and based on strengths and interests

Information	Tools to Use
<ul style="list-style-type: none"> Self-Directed Employment Planning Modules 	<ul style="list-style-type: none"> LGTW Self-Directed Employment Planning Tool



COMMUNITY WORK EXPERIENCES

Including paid jobs

Information	Tools to Use
<ul style="list-style-type: none"> ▪ <i>7 Options for Students to Explore Careers and Gain Work Experience</i> ▪ <i>6 Steps of Providing Employment Supports</i> ▪ <i>Tips and Steps for Job Coaching</i> 	<ul style="list-style-type: none"> ▪ <i>Discovery Notes Form</i> ▪ <i>Log for Tracking Career Exploration Activities</i> ▪ <i>Form for Documenting Extended Work Experiences</i> ▪ <i>Worksite Analysis Form</i> ▪ <i>Job Analysis Form</i> ▪ <i>Task Analysis Form</i>
<ul style="list-style-type: none"> ▪ <i>Frequently Asked Questions (FAQs) about Student Work Experiences</i> 	<ul style="list-style-type: none"> ▪ <i>Handout: FAQs about Student Work Experiences for Employers</i> ▪ <i>Checklist for Student Work Experiences</i>
<ul style="list-style-type: none"> ▪ <i>Recommended Employment Training and Resources for Teachers</i> ▪ <i>Job Development Strategies for Teachers</i> 	



COLLABORATION with a variety of partners, including Family members, Employers, DVR, Long-Term Care, and WIBC

Information	Tools to Use
<ul style="list-style-type: none"> ▪ <i>Families as Partners in Transition</i> ▪ <i>LGTW Parent and Teacher Education Series</i> 	<ul style="list-style-type: none"> ▪ <i>Parent Interview Questions</i> ▪ <i>Parent Survey</i> ▪ <i>Parent Focus Group Questions</i>
<ul style="list-style-type: none"> ▪ <i>Ideas for Hosting a Transition Night</i> 	<ul style="list-style-type: none"> ▪ <i>Glossary of Common Transition to Employment Terms</i>
<ul style="list-style-type: none"> ▪ <i>LGTW Tips for School and Division of Vocational Rehabilitation (DVR) Collaboration</i> 	<ul style="list-style-type: none"> ▪ <i>DVR Guidance for Schools Providing Student Information to DVR</i>
<ul style="list-style-type: none"> ▪ <i>What can be gained from a Community Conversation</i> ▪ <i>Tips for Connecting with Employers</i> 	<ul style="list-style-type: none"> ▪ <i>Launching Inclusive Efforts through Community Conversations</i> ▪ <i>Community Conversation Planning Form</i> ▪ <i>Sample Community Conversation Invitation</i> ▪ <i>Sample Community Conversation Questions Sample Community Conversation Agenda</i>
<ul style="list-style-type: none"> ▪ <i>Work Incentives Benefits Counseling Info Sheet</i> 	<ul style="list-style-type: none"> ▪ <i>Work Incentives Benefits Counseling Checklist</i>
<ul style="list-style-type: none"> ▪ <i>LGTW Braiding Resources for Transition</i> ▪ <i>Understanding Mentoring Services in Children's Long Term Support (CLTS)</i> 	<ul style="list-style-type: none"> ▪ <i>Transition Action Guide</i>