NYC Training Guide

WORKFORCE **1**

The NYC Training Guide helps people who are looking for job training programs. The guide provides important information about training classes offered in New York City. Go to **www.nyc.gov/trainingguide** to use the guide.

Use these tips to help you understand how to use the training guide tool:

Tip #1: Search for a job

Use the SEARCH tab to search for courses by industry, job title, location, or other options. Click the down arrows to the right of each box to see what options you can choose from, or type in your own keywords in the keyword box. You can also type in your zip code to find courses in your neighborhood.

Tip #2: Learn more about the courses

Click on the column headers to see the course listings. Click on the course name to get more information, such as the course price and school contact information. If you are looking for a specific course, click on "School" to see the list of schools in alphabetical order (from A to Z). Then scroll down to find the school that you are looking for.

Tip #3: Compare courses

Click on the box on the right side of your screen to compare courses. This will help you understand what different courses offer, and which course is best for you.

Search Results: 47 result(s) found for Computer and Mathematical , Network and Computer Systems Administrators.   ◄ Start Over

*Hint: Click on the column name to sort by that column.

▤ List View   ▥ Grid View   **Compare Courses**

1 2 3 4 5 6 7 8

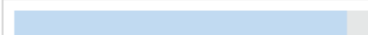| Course	School	Evaluation	Course Price	ITG Voucher Eligible?	HRA Voucher Eligible?	
MCITP: Server Administrator	Alliance Computing Solutions (ACS) (Queens)	Report Card	$ 1999	Yes. ITG vouchers	Yes	☐

Tip #4: Read student reviews

Read the reviews from students to find out what they thought of the course. You can find out if they thought the course was useful, what percent of students completed the course, and what percent of students got jobs after completing the course. If you see that a school failed their report card, it means that the school did not get the minimum number of people to complete the course or find a job in the last six months.

Report Card

The percentage of students who complete the course and the percer

Current Results (Ongoing Evaluation) January 2011 - June 2011
Most recent completion and job placement rates.

93% completed course
Results from 15 voucher customers

70% got jobs
Of the 10 voucher customers who were unemployed prior to training

Survey

This is a phone survey given to a random sample of students
Satisfaction Survey. Only those students who achieved employ

Usefulness Survey

General knowledge received as preparation for the job *11 Re*
⭐⭐⭐

Quality of course materials used, such as books and equipm
⭐⭐⭐⭐

Value of hands-on training, such as clinical, behind-the-whee
usage *11 Response(s)*
⭐⭐⭐⭐

Tip #5: Contact Us

You can use the contact us form to send questions, comments, or suggestions.

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Careers for **NYC**

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