

# Managing Work-Based Learning Platforms

Streamlining the Journey: From Spreadsheets to Digital  
Ecosystems for Coordinators, Counselors, and Administrators.

Early College Summit | Spring Session



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# Meet the team

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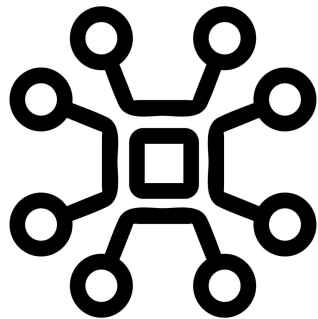


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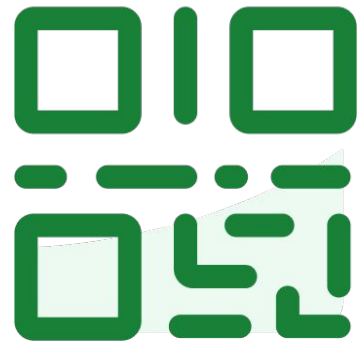
We connect  
practitioners with  
information and  
resources.



350 WBL  
Alliance  
Members

- Jan15: Managing You...
- Feb19: Nuts and Bolts of W...
- Mar19: Competencies and ...
- Apr16: Barriers in WBL
- May21: New Diploma Seals...

[WBL Alliance Hub](#)



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#4212864**



# How familiar are you with managing WBL?



# What are you hoping to get out of today's session?

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# The WBL Management Challenge

Coordination is one of the most time-consuming aspects of educational leadership.  
Understanding the 'Who, What, When, Where, and How' is the key to program success.

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# The "Who, What, When, Where & How"



## Who

Students, Employers,  
Mentors, and  
Coordinators.



## What

Internships, job  
shadows, and  
apprenticeships.



## When

Scheduling, rotations,  
and hour tracking.



## Where

On-site, virtual, or  
simulated work  
environments.

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# Manual vs. Digital Management

## Manual (Spreadsheets)

**Pros:** Zero cost, familiar, highly customizable.

**Cons:** Error-prone (up to 88%), static data, manual follow-ups, and security risks.

## Digital Platforms

**Pros:** Automated tracking, real-time dashboards, GPS check-ins, easy reporting.

**Cons:** Subscription fees, implementation time, learning curve.

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# Manual Management

## Work Log

### Training Plan

Work Log Sample																	
Verification of Student Work Experience																	
Student First/Last name:											Hours Approved by:						
Student High School																	
Weeks in 2025-2026 School Year	M	TU	W	TH	F	SAT	SUN	Total	Location where ECE work was performed		SAMPLE	M	TU	W	TH	F	SAT
8/4/25 - 8/10/25								0.00		8/4/25 - 8/10/25	3	3	0	3	0	0	
8/11/25 - 8/17/25								0.00									
8/18/25 - 8/24/25								0.00									
								0.00									
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Occupational Competencies, Job Tasks, and Activities				Proficiency Goals & Review		
Technical Components for Occupational Pathway/Job Tasks (Technical competencies and tasks listed below are to be taken from the Occupation Pathway Profile created for this apprenticeship position.)		Timing (When does the apprentice start engaging in this task?) Update by Quarter or Semester		On-the-Job Activities (What types of activities will the supervisor perform with or assign to the apprentice?) <i>Optional</i>	What level should the apprentice achieve by the end of the Training Plan?	Supervisor: What is your assessment of the apprentice's current proficiency level?
TECHNICAL COMPETENCIES CATEGORY	SPECIFIC TASKS	Year	Semester or Quarter	On-The-Job Activities	Goal Proficiency Level	Supervisor Evaluation Rating
Encourage students.	Prepare students for later grades by encouraging them to explore learning opportunities and to persevere with challenging tasks.					
Modify teaching methods or materials to accommodate student needs.	Adapt teaching methods and instructional materials to meet students' varying needs and interests.					
Develop instructional objectives.	Establish clear objectives for all lessons, units, and projects, and communicate these objectives to students.					
Develop instructional objectives.	Prepare objectives and outlines for courses of study, following curriculum guidelines or requirements of the state and schools.					

### Documents from Stakeholders

EMPLOYERS - List new employers at the bottom of the list who are willing to host a student either as an apprenticeship agreement with USDOL or as a Work-Based Learning Experience with RAZ-32				Apprenticeship requirements		EIW/ECESC Responsibility		Representative who has authority to Sign Contracts Name/Title		E-mail Address
Official Name of Employer	Type of Placement Apprenticeship OR WBL	Number of Students Available to Host for 26-27	Potential Starting Date desired by Employer	Date Signed: Appendix D USDOL Employer Acceptance Agreement	Date Signed: CareerBoost MOU					
	Apprenticeship			Date Completed	Date Completed					

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# Exploring the Platform Ecosystem

A look at three leading solutions: Imblaze, JobReady360, and Skyepack.

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# Imblaze: Student-Led Agency

## Empowering the Student

Imblaze, part of Big Picture Learning, focuses on high student engagement. It allows students to seek their own opportunities and check in via mobile.

- ✓ Mobile-first GPS check-ins.
- ✓ Large database of student-sourced opportunities.
- ✓ Seamless mentor feedback integration.



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# JobReady360: Full WBL Control



## Compliance & Comprehensive Tracking

A heavy-hitter for administrators who need robust reporting and employer management. Focuses on the transition from learning to workforce readiness.

- ✓ Strong compliance and legal form management.
- ✓ Deep data analytics for Perkins reporting.
- ✓ Employer credentialing and network tools.

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# Skyepack: Curriculum Pathways

## Bridging Classroom and Career

Skyepack excels at integrating digital curriculum with career exploration, providing branded portals for schools and teams.

- ✓ Personalized pathway curriculum.
- ✓ Fully branded environment for students.
- ✓ Strong alignment between WBL and course credit.



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# Platform Comparison Matrix

Feature	Spreadsheet	Imblaze	JobReady360	Skyepack
Cost	Free / Low	Fee-based	Fee-based	Basic/Fee
Tracking	Manual Entry	Mobile / GPS	Portal / Admin	Competency-based
Compliance	Manual Forms	Digital Sigs	Automated	Pathway-aligned
Ease of Use	High (initial)	High (Student)	Moderate (Admin)	High (Teacher)

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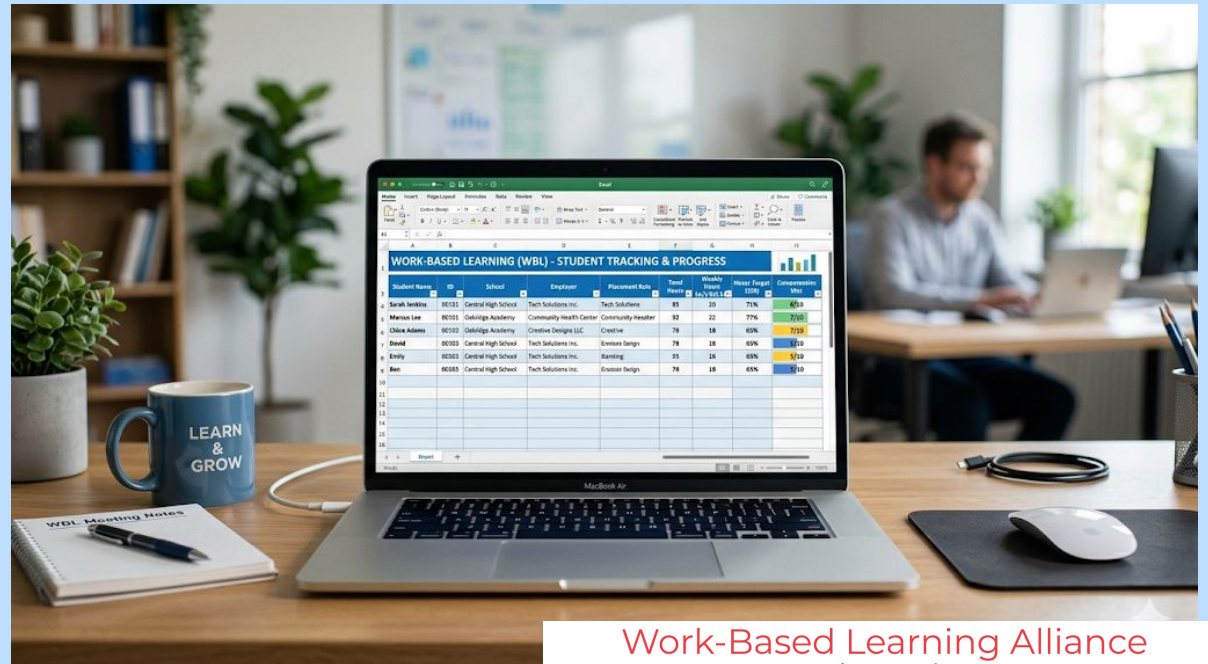
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# The Real Cost of "Manual"

While spreadsheets are "free," the hidden labor costs accumulate quickly through error investigation and chasing student signatures.

# 10+

Hours per week spent  
on manual WBL admin



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# Evaluating Your Needs



*Before picking a platform, weight these four factors based on your school's unique strategic goals.*

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# Questions?

Thank you for joining our session today.

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**How useful did you find this presentation?**