Learner \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tutor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Literacy in my Life

Please put an X in each box that is true for the learner for that quarter. You will only need to report NEW checkmarks to show progress. For example, if your learner had a library card last quarter and still does this quarter, there is nothing to report. If a student is continuing in tutoring from the previous year, you can copy the last quarter’s answers into the Carryover column. The items on the form may vary slightly from year to year.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Year: 2014-2015 | Start | Sept. | Dec. | Mar. | June |
| Date |  |  |  |  |  |
| Education System and Resources |  |  |  |  |  |
| 1. Has a library card
 |  |  |  |  |  |
| 1. Checks out books from library
 |  |  |  |  |  |
| 1. Checks out DVD’s from library
 |  |  |  |  |  |
| 1. Has a collection of books at home
 |  |  |  |  |  |
| 1. Knows about CLC adult education classes
 |  |  |  |  |  |
| 1. Reads to children or grandchildren
 |  |  |  |  |  |
| 1. Helps children with homework
 |  |  |  |  |  |
| 1. Understands information from child’s school
 |  |  |  |  |  |
| 1. Attended a parent/teacher conference
 |  |  |  |  |  |
| Money and Employment |  |  |  |  |  |
| 1. Understands financial paperwork:

bills, statements, applications, contracts  |  |  |  |  |  |
| 1. Works: [ ] Full-time [ ] Part-time
 |  |  |  |  |  |
| 1. Received a raise or promotion
 |  |  |  |  |  |
| 1. Has a resume and a list of references
 |  |  |  |  |  |
| 1. Understands the process of looking for work: searching, applications, interviews
 |  |  |  |  |  |
| Technology Literacy |  |  |  |  |  |
| 1. Sends texts
 |  |  |  |  |  |
| 1. Uses keyboard and mouse
 |  |  |  |  |  |
| 1. Uses E-mail
 |  |  |  |  |  |
| 1. Can find information using an internet search
 |  |  |  |  |  |
| 1. Can fill out online forms
 |  |  |  |  |  |
| 1. Can use word processing software
 |  |  |  |  |  |
| 1. Has completed a computer class
 |  |  |  |  |  |
| Health |  |  |  |  |  |
| 1. Understands and can follow instructions from doctors, nurses and dentists
 |  |  |  |  |  |
| 1. Can read medicine instructions
 |  |  |  |  |  |
| Civic Participation (Citizens only) |  |  |  |  |  |
| 1. Has a driver’s license
 |  |  |  |  |  |
| 1. Registered to vote
 |  |  |  |  |  |
| 1. Voted in the last election.
 |  |  |  |  |  |
| Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |  |  |  |