

## Tutor Workshop Plan 3

*Schedule:* 12 hours in four evenings (3 hours each)

Time	Minutes	Activity	Resources/Materials	Trainer
<b>Session 1: 3 hours</b>				
(10 min. before session)	15	Registration; Icebreaker	<ul style="list-style-type: none"> <li>• Registration list</li> <li>• Name tags</li> <li>• Workshop folders</li> <li>• QRC</li> </ul>	
	10	Welcome, Introduction, Workshop Outcomes	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 1-1</a></li> <li>• Brief Outline/Agenda</li> <li>• Workshop evaluation</li> </ul>	
	5	History of EOTO	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 1-3</a></li> <li>• EOTO logo</li> <li>• QRC</li> </ul>	
	30	Low Literacy in Canada (causes incl. attitudes toward intellectually challenged, effects of individual, stats)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 2-1</a></li> <li>• Posters, articles</li> <li>• Video: Bluffing It</li> </ul>	
	15	Sensitivity: Ameruss Lesson (demonstration, principles)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 2-2</a></li> <li>• Ameruss charts &amp; story</li> <li>• English word pyramid</li> <li>• Principles of Laubach Lessons</li> </ul>	
	15	Reading Skills & Strategies (what is reading, reading strategies)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3D-7</a></li> <li>• Skills and Strategies for reading</li> <li>• Sensitivity exercises</li> </ul>	
	10	<b>BREAK &amp; BROWSING</b>		
	5	Overview of LWR	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3A-1</a></li> <li>• Display of LWR 1-4</li> <li>• “Ellen Bell” sign</li> <li>• Ladder of Literacy</li> </ul>	
	30	Skill Book 1, Lesson 1 (Chart and Story)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3A-2</a></li> <li>• Chart 1, Story 1</li> <li>• Cue card poster</li> <li>• SB 1 and TM 1</li> </ul>	
	20	EOTO Practice of Chart 1	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3A-3</a></li> <li>• TM 1 p. 22, SB 1, p. 2</li> </ul>	
	15	Printing (practice with non-writing hand)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3A-4</a></li> <li>• Writing Lesson</li> <li>• TM 1, pp. 14-15</li> <li>• Printing handout</li> </ul>	
	20	Skill Book 1, Lessons 2-5 (descriptive phrases, practice of sounds, balance of lesson plan)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3B-6</a></li> <li>• Charts 2-5</li> <li>• TM 1 and SB 1</li> <li>• Lesson plan poster</li> </ul>	
		<b>Homework:</b> Reading: TM pp. 8-11, Characteristics of Adults with Low Literacy, Principles of Laubach Lessons; Practice Lingo for Charts		

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<b>Session 2: 3 hours</b>				
	10	Participant introductions	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 1-2</a></li> </ul>	
	25	Characteristics of Non-Readers (video, small group discussion, adult learning principles)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 2-4</a></li> <li>• Video: Adults as Learners</li> <li>• Handouts</li> </ul>	
	15	Working with Intellectually Challenged Students (differences, tutoring tips)		
	30	Skill Book 1, Lesson 6 (Partial chart demo, 15 min EOTO, balance of lesson)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3B-7</a></li> <li>• Lesson 6 Chart &amp; Story</li> <li>• TM 1, p. 47, 49-50</li> <li>• Lesson plan poster</li> </ul>	
	10	<b>BREAK &amp; BROWSING</b>		
	25	Ongoing Assessment (purposes, principles, practice assessing writing, tracking progress)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 4-3</a></li> <li>• Ongoing Assessment</li> <li>• Sample(s) of student writing</li> <li>• Daily progress record/diary/portfolio</li> </ul>	
	15	Introduction to Voyager (demonstration of Lesson 1 phonics)	<ul style="list-style-type: none"> <li>• LLOTS Manual (Section 8)</li> <li>• Voyager Foundation books</li> </ul>	
	15	Sight Words (exercise with flash cards)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3D-2</a></li> <li>• Ameruss charts, flash cards</li> <li>• List of sight words</li> </ul>	
	10	Duet Reading	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3E-3</a></li> <li>• Duet Reading</li> <li>• Fashul eckspretions</li> </ul>	
	25	Language experience (demonstration, 15 min. practice)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3E-1</a></li> <li>• Flipchart &amp; markers</li> <li>• The language experience approach</li> </ul>	
<b>Homework:</b> Skim Skill Book 2, complete Learning Styles inventory				
<b>Session 3: 3 hours</b>				
	20	Skill Book 2, Lesson 1 (partial chart demo, teaching the story, comprehension, reading between the lines.)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 3C-1</a></li> <li>• Chart and Story</li> <li>• “Roogle” passage</li> <li>• TM 2 and SB 2</li> </ul>	
	10	EOTO SB 2, Lesson 1 (teaching the story)	<ul style="list-style-type: none"> <li>• TM 2, SB 2</li> </ul>	
	20	Learning Styles (discussion, questionnaire)	<ul style="list-style-type: none"> <li>• LTM <a href="#">WM 2-3</a></li> <li>• Learning styles visual</li> <li>• Learning styles inventory</li> </ul>	

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	30	Reading Comprehension (encouraging active reading, Voyager lessons)	<ul style="list-style-type: none"> <li>• LTM WM 3D-8</li> <li>• Video: Reading for Meaning</li> <li>• Voyager Foundation</li> </ul>	
	20	Student Interview		
	10	<b>BREAK &amp; BROWSING</b>		
	30	Student Writing (process of writing, encouraging students to write)	<ul style="list-style-type: none"> <li>• LTM WM 3D-4</li> <li>• Teaching students to write</li> </ul>	
	20	Review and Reinforcements (helping with spelling, group work)	<ul style="list-style-type: none"> <li>• LTM WM 3C-3</li> <li>• Display of aids &amp; ideas</li> <li>• Helping with Spelling</li> </ul>	
	20	Lesson Planning (introduction, goal-setting)	<ul style="list-style-type: none"> <li>• LTM WM 4-2</li> <li>• Hypothetical situation</li> <li>• Goals List</li> <li>• Lesson plan outline</li> </ul>	
<b>Homework:</b> Plan lesson for Hypothetical Student				
<b>Session 4: 3 hours</b>				
	10	Icebreaker (problem scenario)	<ul style="list-style-type: none"> <li>• QRC</li> </ul>	
	35	Lesson Planning (review of homework)	<ul style="list-style-type: none"> <li>• LTM WM 4-2</li> <li>• Flip chart / board</li> </ul>	
	30	Reading for Living (20 min. group work)	<ul style="list-style-type: none"> <li>• LTM WM 3C-5</li> <li>• Worksheets</li> <li>• SB 3 and TM 3</li> </ul>	
	20	Supplementary Materials (progressive browsing)	<ul style="list-style-type: none"> <li>• LTM WM 3E-5</li> <li>• Display of books, puzzles, etc.</li> <li>• Focus of Phonics</li> <li>• Patterns in Spelling</li> </ul>	
	15	<b>BREAK &amp; BROWSING</b>		
	30	Laubach Organization (Proliteracy Worldwide, national and provincial organizations, local council)	<ul style="list-style-type: none"> <li>• LTM WM 1-3</li> <li>• Laubach "Body"</li> <li>• Newsletters, reports</li> </ul>	
	30	Orientation to Tutoring (role of tutor, first meeting)	<ul style="list-style-type: none"> <li>• LTM WM 1-4</li> <li>• Tutor job description</li> <li>• Reporting forms</li> </ul>	
	10	<ul style="list-style-type: none"> <li>• Workshop Evaluation</li> <li>• Presentation of certificates</li> </ul>	<ul style="list-style-type: none"> <li>• LTM WM 4-4</li> <li>• Evaluation forms</li> <li>• Tutor certificates</li> </ul>	