

APPENDIX C

**Instructional Training Packets
for ABE/ESL Instructors**

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Instructional Training Packets

For ABE/ESL Instructors

Ten instructional packets were developed by Pelavin Research Institute, in conjunction with the Adult Learning Resource Center and San Francisco State University's Center for Adult Education, as part of the *Study of ABE/ESL Instructor Training Approaches*. The project was supported by a grant from the U.S. Department of Education's Office of Vocational and Adult Education (OVAE). The packets, which provide research-based and field-tested instructional strategies and materials, including all handout and overhead transparency masters, are available at reproduction cost, as noted below.

Briefly described, the 10 training packets include the following:

THE ADULT LEARNER: explores the characteristics of adult learners and focuses on three dimensions of adult learning: motivation, cognition, and socio-cultural context. (Three 3-4 hr. workshops)

TEACHERS AND VOLUNTEERS IN THE CLASSROOM: provides an overview of the role of the volunteer in the classroom emphasizing the integration of this role with the goals of both teachers and students. (Two 3 hr. workshops)

MONITORING STUDENT PROGRESS: provides the necessary skills to (1) identify reasons for monitoring student progress, (2) monitor progress, (3) develop a plan for monitoring student's progress, and (4) integrate monitoring into lesson planning. (Two 3-4 hr. workshops)

COMMUNICATIVE ESL TEACHING: develops skills to (1) distinguish between structural and communicative approaches to language teaching, (2) conduct an ESL communication needs assessment of students, (3) develop and teach a lesson based on student's communication needs (4) critique and modify lessons based on peer feedback and support. (Three 3-4 hr. workshops)

TEAM LEARNING: explores four dimensions of group learning for adults: purposes of using groups, group participation and learning styles, the roles of individuals in group and team learning, and the evaluation of group learning. Participants experience various group cooperative learning structures as reinforcement of the packet content. (Three 3-4 hr. workshops)

WHOLE LANGUAGE APPROACH: explains the whole language philosophy and approach as well as the psycholinguistic framework upon which whole language is largely based. (Two 3-4hr. workshops)

PLANNING FOR INSTRUCTION: provides participants with a philosophy and set of skills that emphasize the involvement of adult learners in the planning and evaluation of adult education instruction. (Two 3-4 hr. workshops)

IMPROVING THINKING SKILLS FOR ADULT LEARNERS: examines critical thinking and problem solving skills and factors affecting an individual's ability to think. Provides strategies for creating an environment that fosters the development of thinking skills and transfer of learning. (Three 3-4 hr. workshops)

TEACHING ADULTS WITH LEARNING DISABILITIES: examines indicators of learning disability and suggests appropriate strategies for teaching to the strengths of learning disabled adults. (Three 3-4 hr. workshops)

Packet Availability

The packets, once distributed free by the Division of Adult Education and Literacy Clearinghouse, are now out of print and will be printed and distributed "at cost" by three other agencies listed below:

Pelavin Research Institute
1000 Thomas Jefferson Street, N.W., Suite 400
Washington, DC 20007
ATTN: Lenore Webb
Phone: (202) 994-5300 FAX: (202) 994-5454
E-mail: PELENWEB@DIAL-IN.NW.DC.US
Packet cost \$20 (print materials)

The Educational Resources Information Center (ERIC)
Document Reproduction Service
7420 Fullerton Road, Suite 110
Springfield, VA 22153-2852
(800) 443-ERIC
Variable costs for print materials

The National Technical Information Service (NTIS)
5285 Port Royal Road
Springfield, VA 22161
(703) 487-4650
Variable costs for print materials

Videos accompanying the Adult Learner, Team Learning, Whole Language Approach, and Monitoring Student Progress packets must be ordered separately from:

OTAN
Sacramento County Office of Education
9738 Lincoln Village Drive
Sacramento, CA 95827
ATTN: Linda West

Other videos may be ordered as follows:

Volunteers and Teachers in the Classroom

Access Network in Edmonton, Alberta — (403) 440-7777 — the name of the video is “*Using Volunteers in the Class,*” and it is part of the English as a Second Language Series. The BPN number is 290311.

Communicative ESL Teaching

Addison-Wesley/Longman — (800) 322-1377 — the name of the video is “*Early Production,*” and is part of the Teacher Training Through Video series. The order code is 78743.

Learning Disabilities

Albany Educational TV — (518) 465-4741 — the name of the video is “*Teaching Adults with Learning Disabilities.*”

Mathematics: Strategy and Problem Solving

New Readers Press — (800) 448-8878 — the name of the video is “*Changing the Rules,*” and the order number is 843-9.

Improving Thinking Skills for Adult Learners

AIMS Media — 1-800-367-2467 (Chatsworth, CA) — the name of the video is “*More.*”

