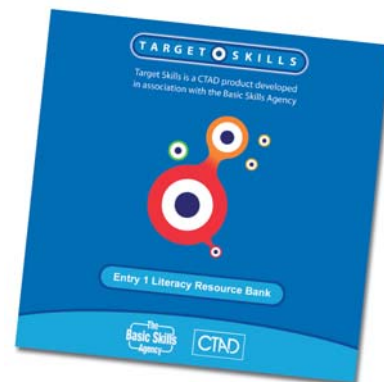


### What is it?

*Target Skills: Entry 1 Literacy Resource Bank* is part of the *Target Skills* suite of resources. This provides an ICT-based initial assessment, a series of ICT learning materials, and a web-based management and tracking system for those delivering the new national curricula in adult literacy and numeracy. The CDs are available as a pack or individually.



The initial assessment assesses learners against the new national standards and curricula, generating a skills profile that forms the basis of a learner's learning programme. *Target Skills* learning materials form part of this learning programme. The programme can be managed and delivered by tutors using the *Target Skills* management system.

### Target Skills learning material

All *Target Skills* material is written and mapped to the new core curricula. The learning material is organised in a series of modules.

Activities include animations, interactive slideshows, spreadsheet tables and charts, writing frames, number tools, word and sentence builders, games and self-tests. Integrated tasks give learners the opportunity to combine skills from different curriculum areas.

### Who's it for?

*Target Skills: Entry 1 Literacy Resource Bank* supports learners and their tutors in a wide range of adult education contexts, such as FE colleges, community and family programmes, training organisations, the workplace, and prisons.

*Target Skills: Entry 1 Literacy Resource Bank* is also suitable for learners with special educational needs in both mainstream and special adult and post-14 provision. The materials can be used independently of other *Target Skills* resources with learners who need support in working towards Entry level 1. It is also a useful resource for ESOL learners.

### What does it contain?

*Target Skills: Entry 1 Literacy Resource Bank* provides multimedia learning materials for reading, writing, speaking and listening at Entry level 1 of the adult core curriculum. The materials are also mapped to milestone 8 of the adult pre-entry curriculum framework.

Topics covered include:

- understanding signs
- writing about yourself
- writing messages that use sentences
- cvc spelling patterns
- handwriting
- giving personal information
- listening for detail.



Each module has three elements:

- Find out more – learning material that explains a new skill
- Try it out – a chance for learners to practise what they've learnt
- Check your skills – a short test that confirms learners' learning.

## How do I use it?

The skills covered in *Target Skills: Entry 1 Literacy Resource Bank* underpin broader text-level reading and writing activities. It is best used as part of a wider learning programme, as its resources complement other methods of teaching and learning. In particular, it provides materials that learners can work through at their own pace and with various levels of support, which allows tutors to focus their time on support rather than on marking.

Here is an example of how *Target Skills: Entry 1 Literacy Resource Bank* fits into an individual learning plan:

Course Title: Literacy workshop	
<b>Individual Learning Plan for: Abdi Farah</b> <b>Targets for term 1</b> <ul style="list-style-type: none"> <li>● be able to recognise and form upper- and lower-case letters correctly</li> <li>● be able to complete a simple form with own personal details</li> <li>● understand that letters make sounds</li> <li>● begin to use letter-sound correspondence to attempt to decode unfamiliar words with some success</li> </ul>	<b>Initial Assessment:</b> Abdi can write his name in capital letters but has to copy the spelling of other details such as words in his address. Cannot recognise or form most lower-case letters and has occasional difficulties with upper case. Can read a few social sight words but is not able to relate letters to sounds to attempt to decode unfamiliar words. Work towards Entry level 1 reading and writing.
<b>Skills and Knowledge to be covered weeks 2-5</b> <b>Writing – word focus (E1):</b> <ul style="list-style-type: none"> <li>● Learn to form the upper-case letters required to write own details: name, address, nationality ...</li> <li>● Learn to recognise and form some lower-case letters</li> </ul> <b>Reading – word focus (E1):</b> <ul style="list-style-type: none"> <li>● begin to use initial letter sound to try to read unfamiliar words</li> </ul>	<b>Activities and Things to use</b> <ul style="list-style-type: none"> <li>● Use <i>Handwriting</i> module from <i>Target Skills: Entry 1 Literacy Resource Bank</i> to see correct formation of individual letters.</li> <li>● Build up bank of personal words – name, address, family members. Enter personal words and check correct in class. Print out in upper and lower case and practise copying out for independent study.</li> <li>● Matching games – match upper- and lower-case letters; match same words (from names and addresses) written in upper case and in lower case with initial capital.</li> <li>● Join in whole class work on giving information (Speaking and Listening at E1 and E2) but focus on reinforcement of letter recognition and spelling of own name and address through speaking, listening and reading (use <i>Personal Information</i> module in <i>Target Skills: Entry 1 Literacy Resource Bank</i>).</li> <li>● Games and worksheets to develop recognition of first letter e.g. match pictures to words (familiar words each starting with a different first letter).</li> <li>● Join in some whole class work on phonics but focus on first letter of word initially.</li> </ul>

The CD can be accessed in two ways:

- standalone – all CD resources (assessment, materials) can be accessed and an end-of-session learning record is generated
- with the management system – resources can be tailored for the individual; all work, including the assessment, is tracked and stored on the web site.

## What else is available?

Other discs in the *Target Skills* suite include:

- *Target Skills: Initial Assessment*
- *Target Skills: Entry Level Literacy*
- *Target Skills: Entry 1 Numeracy Resource Bank*
- *Target Skills: Entry Level Numeracy*
- *Target Skills: Level 1 Literacy*
- *Target Skills: Level 1 Numeracy.*

## How can I find out more?

You can find out more about *Target Skills* and see some of the material and details of prices at <http://www.targetskills.net>; or call CTAD's sales team on (01223) 470480.



## What equipment is needed to run it?

### Multimedia computer

- PC or laptop, Pentium® II or better (MMX recommended)
- 50 Mb of free disc space
- 64 Mb RAM
- Sound card
- CD drive (12 speed recommended)
- SVGA monitor min. 800 × 600, 16-bit colour
- Microphone
- Headphones or speakers
- Printer
- Keyboard and mouse

### Software

- Windows® 98, WindowsNT® 4 or higher
- Level 4 browser (Internet Explorer 4 comes with Windows® 98, but later versions are preferable)
- E-mail and Internet access (either a modem or via college network – modem recommended, minimum 56 kbps)

Note: A connection to the Internet is required for some activities and to access the *Target Skills* web site. The higher the machine specification, the better the program will run.

*Target Skills* has been designed to run on a network. For more information contact CTAD.

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