

What is it?

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

The levels in the adult literacy and numeracy national standards correspond to the levels in the national qualification framework, and so the standards are broadly equivalent to levels in the national curriculum for schools. So *Target Skills: Entry Level Numeracy* is also suitable for use in schools and sixth-form colleges at Key Stage 4 and beyond.

What does it contain?

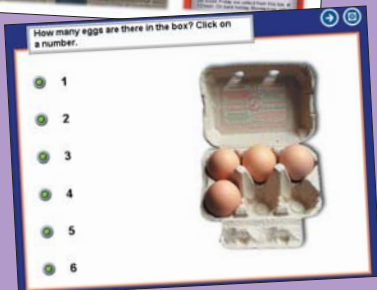
Target Skills: Entry Level Numeracy covers many of the core curriculum elements of Number, Measures, shape and space, and Handling data at Entry level.

Topics include:

- numbers to 10, addition and subtraction, money and size and shape at Entry 1
- mental arithmetic, halves and quarters, dates, metric measures and tables and charts at Entry 2
- calculation, money and decimals, dates and times and collecting data at Entry 3.

	Number	Measures, shape & space	Handling data	Integrated tasks
E1	▼	▼		▼
E2	▼	▼	▼	▼
E3	▼	▼	▼	▼

CD menu



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 Level Numeracy* support the component skills of numeracy. 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 Level Numeracy* fits into an individual learning plan:

Course Title: <i>Intensive Numeracy Course (60 hours)</i>	
Individual Learning Plan for: Sasha Kline Target areas <ul style="list-style-type: none"> ● More work on number and mental arithmetic ● Rounding and estimation ● Money – cost and change 	Initial Assessment: Sasha has achieved Entry 1 in Number; Measures, Shape and Space; Entry 2 in Handling Data. Note: has achieved most of Entry 2, but is weak on calculation with numbers and money; can read and write sums of money in decimal notation (E3).
Skills and Knowledge areas to be covered	Activities and Things to use
Number (E2): <ul style="list-style-type: none"> ● Add and subtract two-digit whole numbers (N1/E2.3) ● Recall addition and subtraction facts to 10 (N1/2.4) and to 20 (N1/E3.3) ● Multiply using single-digit whole numbers (N1/2.5) ● Approximate by rounding to the nearest 10 (N2/E2.6) ● Use a calculator to check whole number calculations (N1/E2.8) Measures, Shape and Space (E2/E3): <ul style="list-style-type: none"> ● Make amounts of money up to £1 in different ways (MSS1/E2.1) ● Calculate the cost of more than one item and the change from a transaction (MSS1/E2.2) ● Round sums of money to the nearest pound and 10p (MSS1/E3.2) 	<ul style="list-style-type: none"> ● Work on number skills with Jane, Aisha and Jamal; choose number games from cupboard (e.g. <i>darts, backgammon, oware, maths snap</i>); ● Do worksheets N15 and N16 on approximation and estimation. ● Do worksheet N20 on mental maths; check answers with a calculator. Use <i>Target Skills</i> module <i>Mental arithmetic for more practice</i>. ● Use pack of advert cards and coins to make up amounts of money (e.g. beans 38p). ● Do worksheet M5 on cost and change, and <i>Target Skills</i> module <i>Paying for things</i>. ● Work with Bronwen using order forms and catalogue; use a calculator for totals. ● Do worksheet M12 on money. Try <i>Target Skills</i> module on <i>Decimals and money (E3)</i>. ● With Bronwen, go and buy lunch, buying items and giving and checking change.

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: 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.

Cambridge Training and Development Ltd

Lincoln House, The Paddocks
347 Cherry Hinton Road
Cambridge CB1 8DH

tel. (01223) 470480 fax (01223) 470481
e-mail postcentre@ctad.co.uk
web site <http://www.ctad.co.uk>

A member of the Tribal Group plc