

CONTINUOUS LEARNING & WORKING WITH OTHERS

LITERACY LEVELS 1 AND 2

- **Benchmark**
Identify personal strengths, set goals, and foster enjoyment in continuous learning
- **Learning Outcomes**
 1. Gain awareness of strengths, goals, and preferred learning styles to apply in a variety of contexts
 2. Understand and demonstrate soft skills, such as courtesy, reliability, and co-operation in the learning environment
 3. Understand and apply critical and creative thinking strategies to solve problems and make decisions
 4. Use technology to acquire skills and knowledge for home use, to prepare for work, and to participate fully in the community
- **Benchmark**
Enhance self-esteem and engage in positive relationships with others
- **Learning Outcomes**
 1. Examine factors influencing self-concept and gain confidence in working with others over time
 2. Develop awareness of human diversity for personal growth and social development
 3. Collaborate on a major project and demonstrate teamwork skills while developing a theme-based portfolio

ADULT BASIC EDUCATION LEVEL 3

- **Life/Work Studies Learning Outcomes**
 - **VISION: EXPLORING AND DEFINING SELF**
Learners will articulate their self-concept related to their life/work:
 1. Create a personal profile related to life/work pursuits
 2. Create a summary of circles of support
 3. Create a vision and paths for the future
 - **EMOTION: PERSONAL MANAGEMENT**
Learners will explore the nature of change and practise skills to manage transition:
 1. Analyze coping skills for change and transition
 2. Demonstrate communication skills for change and transition
 3. Demonstrate management of personal commitments and resources
 - **THOUGHT: COMMUNITY/WORK EXPLORATION**
Learners will assess their place in the world and their path within it:
 1. Define the nature of community participation/work
 2. Identify criteria for community participation/work
 3. Create a plan for community participation/work
- **ACTION: COMMUNITY/WORK ENGAGEMENT**
Learners will examine the operation of the organization/workplace and demonstrate transferable skills:
 1. Describe the rights and responsibilities of volunteers/employees and organizations/employers:
 2. Demonstrate effective ways to address community organization/workplace relationships:
 3. Demonstrate effective ways to address community organization/workplace relationships:
 4. Use a variety of skills for finding community organization/work opportunities
 5. Participate in a project-based learning experience in the community (optional)

COMMUNICATIONS

LITERACY LEVEL 1

LITERACY LEVEL 2

ADULT BASIC EDUCATION LEVEL 3

OBSERVING AND REFLECTING

- **Benchmark**
Observe and reflect actively
- **Learning Outcomes**
 1. Observe a variety of stimuli and reflect on possible audience responses
 2. Observe for practical purposes and social skills development
- **Benchmark**
Observe and reflect critically
- **Learning Outcomes**
 1. Observe a variety of stimuli and reflect on possible audience responses.

LISTENING

- **Learning Outcomes**
 1. Identify a variety of purposes for listening.
 2. Recognize that listening is an active process of constructing meaning.
 3. Demonstrate appropriate behaviours of effective listeners while completing a variety of listening activities

ORAL COMMUNICATION

- **Benchmark**
Listen to short messages actively and respond respectfully in familiar settings
- **Learning Outcomes**
 1. Listen with understanding to short messages for enjoyment and practical purposes
 2. Listen actively and minimize barriers to listening in order to improve daily interactions
 3. Understand verbal and non-verbal cues in communicating with others
 4. Listen and respond in conversations, discussions, or small groups in familiar situations for practical purposes.
 5. Share or present information in familiar situations.
- **Benchmark**
Listen to long messages actively and respond respectfully in a variety of contexts
- **Learning Outcomes**
 1. Listen to a variety of texts to identify and record the main points.
 2. Compare active and passive listening in situations at home, at work, and in the community
 3. Demonstrate that listening is an active process of constructing meaning.
 4. Listen with empathy to gain appreciation for different points of view and in order to improve daily interactions with others.
 5. Gain confidence by speaking in formal and informal situations.
 6. Speak in conversation, discussion, or small groups in new situations for enjoyment and practical purposes.

SPEAKING

- **Learning Outcomes**
 1. Speak for a variety of purposes and audiences.
 2. Recognize that speaking is a process as well as a tool for communicating, thinking, and learning.
 3. Practise appropriate behaviours of effective speakers and complete a variety of speaking activities.

READING

- **Benchmark**
Read a variety of print materials for information and enjoyment
- **Learning Outcomes**
 1. Understand and apply basic phonics to decode new words and increase vocabulary over time.
 2. Demonstrate reading strategies and gain confidence reading aloud in familiar settings.
 3. Read and understand short passages and simple documents for practical purposes and enjoyment
 4. Understand the basic parts of an oral or written story—character, plot, setting, and theme.
- **Benchmark**
Read fiction and non-fiction materials for a variety of purposes
- **Learning Outcomes**
 1. Read and analyze a variety of texts and understand their purpose and meaning.
 2. Read fiction for enjoyment and demonstrate knowledge of the elements of story—character, plot, setting, and theme.
 3. Read non-fiction stories and authentic documents for information and discussion.
 4. Search for and read hard copy and online documents to create a work preparation portfolio
- **Learning Outcomes**
 1. Read with understanding for a variety of purposes using a variety of texts
 2. Recognize that reading is a process of constructing meaning between self and text.
 3. Apply a variety of reading strategies.
 4. Read and integrate information from several sources.
 5. Demonstrate reading strategies and new knowledge, thoughts, or feelings gained from reading

WRITING

- **Benchmark**
Demonstrate knowledge of basic writing skills for personal expression in daily life
- **Learning Outcomes**
 1. Print and type letters, numbers, and common words.
 2. Write short, simple and compound sentences
 3. Write short questions and answers, using affirmative and negative forms of simple present tense verbs.
 4. Complete basic documents for a variety of purposes
 5. Write short sentences on a topic of interest.
- **Benchmark**
Write a variety of paragraphs to develop expressive language and work-related writing skills
- **Learning Outcomes**
 1. Know and apply the foundations of writing to improve writing fluency for a variety of purposes
 2. Demonstrate knowledge of the writing process and write effective paragraphs to share with others
 3. Complete complex forms and create documents for creative and practical purposes.
 4. Demonstrate writing skills in different formats for varied purposes.
- **Learning Outcomes**
 1. Identify a variety of purposes, audiences, and formats for writing.
 2. Adapt and prepare a writing process that is appropriate for the purpose of a particular writing task.
 3. Use a variety of writing strategies.
 4. Integrate information from a variety of sources to write for inquiry or research.
 5. Write for a variety of purposes and audiences.

COMPUTERS & DIGITAL TECHNOLOGY

LITERACY LEVELS 1 AND 2

- **Learning Outcomes**
 1. Discuss and reflect on ways technology is used at home, at work, and in the community
 2. Use computers and other digital technology to locate, process, and manage information
 3. Increase knowledge and skills through instruction, practice, and interaction with others
 4. Observe and discuss visual materials, using a variety of tools and technology
 5. Apply computer and digital technology skills in practical, real life contexts
 6. Think critically and analyze information for accuracy and usefulness
 7. Use numerical skills in a variety of contexts and for a variety of purposes
 8. Identify and solve problems
 9. Form opinions and make decisions based on critical reflection
 10. Create and apply new ideas and concepts, using digital technology
 11. Demonstrate good communication skills and the ability to cooperate with others
 12. Complete a variety of forms for work
 13. Preparation and practical purposes
 14. Develop awareness of social responsibility and digital citizenship
 15. Understand and apply safe practices using the Internet and social media
 16. Monitor learning progress, using assessment tools and checklists

ADULT BASIC EDUCATION LEVEL 3

Categories for Learning

COMPUTERS IN SOCIETY

- A reflection on the role of computers in one's life and in society

KNOWLEDGE OF COMPUTERS

- Basic functions and terminology related to computer hardware

SOFTWARE APPLICATIONS

- An introduction to a variety of software that can be used to locate and manage information, and for research, communication, and creative purposes

SUB SKILLS

- Reflect upon and interpret the ways in which technology is used in the community
- Use computers and other tools to locate, process, and manage information
- Use technology for research, communication, and creative purposes
- Demonstrate what you understand about technological literacy.

NUMERACY

LITERACY LEVEL 1

- **Benchmark**
Demonstrate basic numeracy skills and solve simple numeracy problems for daily life.
- **Learning Outcomes**
 1. Demonstrate knowledge of numbers for practical use.
 2. Demonstrate knowledge of basic numerical operations.
 3. Calculate basic money math for practical purposes.
 4. Identify and label common geometric shapes and use basic tools for measurement.
 5. Relate familiar events to time, days, months, and seasons.

LITERACY LEVEL 2

- **Benchmark**
Demonstrate complex numeracy skills and solve relevant numeracy problems for practical purposes
- **Learning Outcomes**
 1. Demonstrate the ability to perform complex numerical operations
 2. Show knowledge of and use fractions, decimals, and percentages for practical purposes
 3. Apply their knowledge of Imperial and Metric systems of measurement to a variety of contexts
 4. Understand and apply complex knowledge of space, shape, and measurement as it relates to geometry
 5. Demonstrate computer skills for the purpose of solving complex numeracy problems for practical purposes.

ADULT BASIC EDUCATION LEVEL 3

- **Learning Outcomes**
 - **NUMBERS AND NUMBER SENSE**
 1. Recognize characteristics, patterns, and properties of numerical values and operations of the Real Number System to apply to values in any context
 2. Apply the meanings and relationships of operations in mathematics to compute and make reasonable estimations with Real Numbers in a variety of contexts
 - **ALGEBRA**
 1. Transfer skills and knowledge from arithmetic to algebra to move from concrete to abstract reasoning.
 2. Use linear equations and inequalities to solve real world problems.
 3. Create, read, and analyze graphs to understand how performing mathematical operations on one variable affects another.
 - **RATIO/RATE/PROPORTION**
 1. Apply ratios, rates, and proportions as a way to make comparisons.
 2. Develop and use several ways in which a proportion (including units) can be applied and solved, and apply proportionate reasoning in various contexts
 - **MEASUREMENT**
 1. State the purpose for measurement and know how to measure.
 2. Take measurements directly in one dimension and use the results to derive measurements in two dimensions and three dimensions.
 - **GEOMETRY**
 1. Identify properties and characteristics of geometric figures and shapes and apply them in the physical world.
 2. Use transformational geometry to understand spatial relationships of objects in the world.
 - **STATISTICS AND PROBABILITY**
 1. Collect, organize, and display data in a variety of forms to evaluate and make decisions
 2. Read, analyze, and understand data in a variety of forms to evaluate and make decision
 3. Calculate basic probability to evaluate and make decisions