

## Year-end Learner Reports

### Learner Achievements

#### Family/Self

#### 1. Applied literacy skills to family/self issues

a. Read to children regularly/increased literacy practices in the home	
b. Identified learning strengths and used to acquire new information or set up accommodations	
c. Attended parent/teacher conferences/school-related meetings	
d. Improved basic literacy skills	
e. Improved English literacy skills (speaking, reading, writing)	
f. Helped children with homework	
g. Volunteered in child's school	
h. Communicated with teachers/school staff	
i. Wrote to family/friends	
j. Conversed with family and friends in English	
k. Read or write poems, journal, books, stories, novels	
l. Registered children for school according to guidelines	
m. Other:	
n. Other:	

#### 2. Attained consumer skill(s)

a. Opened checking/savings account	
b. Interpreted and paid bills	
c. Filled out insurance forms	
d. Used recipes	
e. Counted and used coins and currency	
f. Compared price or quality to determine the best buy for goods and services	
g. Selected appropriate housing	
h. Developed personal and/or family budget	
i. Understood directions for use of household appliances	
j. Other	
k. Other:	

#### 3. Demonstrated knowledge of and application of skills for wellness and healthy lifestyle.

a. Planned nutritious meals for a day	
b. Implemented and exercise routine	
c. Read a medication bottle	
d. Described symptoms of an illness	
e. Used appropriate health care facilities and services	
f. Understood medical and dental forms	
g. Read product label directions and safety warnings	
h. Identified practices that promote mental well-being	
i. Other	
j. Other	

Worker

4. Attained employability skill(s)

a. Demonstrated basic computer skills and use of common software programs	
b. Filled out job application/has language to interview for job	
c. Arrived at appointments consistently and on time	
d. Completed work forms	
e. Read and understood manuals	
f. Read and understood signs	
g. Communicated with peers, supervisors and/or customers	
h. Interacted one-to-one competently and /or participated as a member of a team	
i. Demonstrated improved conversational skills in social/work settings	
j. Read and understood work-related information	
k. Understood help wanted ads	
l. Other:	

5. Improved employment or economic status

a. Obtained a job	
b. Had reduction in receipt of public assistance	
c. Retained current job	
d. Improved current job status	
e. Entered other training/education program	
f. Earned a secondary school diploma or achieved a GED certificate	
g. Obtained license or certification	
h. Other:	
i. Other:	

Citizen

6. Demonstrated knowledge of, and application of skills for obtaining information and assistance through community resources

a. Used library and/or other information services	
b. Received a driver's license	
c. Interpreted maps/transportation schedules or asked for directions	
d. Used the telephone and/or telephone book	
e. Identified or used different types of transportation in the community	
f. Used postal services	
g. Located and/or used community agencies or services	
h. Ordered from restaurant and fast food menus	
i. Other:	
j. Other:	

7. Demonstrated knowledge of, and application of skills for rights and responsibilities of citizenship

a. Applied for/received US citizenship/legal immigrant status	
b. Registered to vote/voted in primary or general election	
c. Increased involvement in civic/community activities	
d. Answered questions about US history/government	
e. Wrote from dictation	
f. Completed US citizenship class	
g. Understood individual's legal rights and responsibilities and procedures for obtaining legal advice	
h. Read for religious activities	
i. Participated in neighborhood watch activities	
k. Other:	
l. Other:	