



## Online Tutor Training Workshop Directory

The following is a list and brief description of the workshops that Literacy New York offers for tutor training. To get a more in-depth view of the content, go through this **FREE Preview: Online Tutor Training Workshops**. Feel free to download this document for future reference.

### Reading

Foundations of Reading: Alphabetics - This workshop is designed for tutors of students at literacy and reading level 1 that have very limited or no reading skills. The focus is on alphabetics which includes letter sounds, phonics, and word recognition.

Reading Basics - Tutors of students at reading levels 2-4. The workshop covers before, during, and after reading strategies that incorporate teaching vocabulary, fluency, and comprehension skills.

Reading Skills & Concepts - Tutors of students at levels 4-8. This workshop is structured according to the four components of reading: alphabetics, vocabulary, fluency, and comprehension. It includes strategies designed to teach higher level skills to intermediated ABE students. The tutor will be better served taking the Reading Basics 2.0 workshop first although it's not a prerequisite.

Employability Soft Skills - Tutors of students at levels 4-8. This workshop is designed for tutors to teach students skills for workplace success. Soft skills means that they are applicable to any business or industry, not specific vocational skills. These include foundational skills such as dependability, flexibility, attire and hygiene. Interpersonal skills include respect, customer care, and nonverbal communication

Reading Library & Curriculum - Tutors of students at levels 1-8. It also includes an extensive collection of articles written for the adult student at reading levels 1-8. The Teaching Guides provide a comprehensive lesson plan patterned after the training workshops for teaching reading skills and strategies. The Reading Library & Curriculum is divided among four workshops: Level 1-2, Level 3-4, Level 5-6, and Level 7-8. Each article includes a dedicated Teaching Guide. All articles are online and are easily accessible by tutors and students.



## **Writing**

Writing Basics - Tutors of students at levels 3-4. The workshop begins with sentences, presenting the simplest form and moving to more complex. As the student becomes more familiar with sentences and their structure, punctuation and parts of speech will be introduced in context. The training covers writing and expanding sentences and culminates with combining simple sentences into longer, more meaningful sentences.

Writing Skills & Concepts - Tutors of students at levels 5-8. The workshop begins with writing paragraphs. After introducing parts of a paragraph; topic sentence, supporting details, and concluding sentence, it moves to the basic writing process as it applies to paragraphs: brainstorming, planning, writing, and revising. The writing process will be expanded when longer form writing is introduced and taught including an introduction to the GED Essay.

## **Math**

Math Basics - Tutors of students at levels 1-3. This workshop presents the basics of arithmetic including number sense; whole numbers; the four operations; tables, charts, and graphs; and measurement.

Numeracy - Tutors of students at levels 3-5. This workshop focuses on problem solving using the whole numbers, fractions, decimals, and percents. The tutor is trained to teach students who have a basic understanding of math concepts and reading skills.

## **ESL**

Language Basics - Tutors of English language learners at the Literacy and Low-Beginning levels. This workshop provides the tutor with strategies to teach listening, vocabulary, and speaking, which covers pronunciation, dialogue, and grammar.

Language Skills & Concepts - Tutors of students at the high beginning and intermediate levels. This workshop is designed to teach before, during, and after reading skills using strategies specifically designed for the ESL student. The stories in the I2O Language Library & Curriculum are used as the source for teaching these skills.

The Citizenship Coach - Tutors of students preparing to take the Citizenship Test. This workshop is focused strictly on training the tutor for test preparation. The test includes the interview, reading, writing, and civics.



Language Library & Curriculum - Tutors of students at literacy through intermediate levels. The *Language Library & Curriculum* is an extensive collection of stories written for the adult ESL student at reading levels 1-8. The stories are written in the first person and highlight the experiences and challenges facing immigrants new to the U.S. The Teaching Guides provide a lesson plan patterned after the training workshops for teaching language and reading skills and strategies. The *Language Library & Curriculum* is divided among three workshops: Level 1-2, Level 3-4, and Level 5-6.