

Oregon Professional Development System

2005-2006 Schedule of Workshops and Workshop Descriptions

Updated 9/15/05

The *Oregon Professional Development Series* is your opportunity to:

- ◆ learn assessment techniques and tools to use in your classroom and program;
- ◆ interact with colleagues in a productive, motivating learning environment; and
- ◆ expand your knowledge and explore new approaches to enhance your teaching and program.

Register now for one of the 2005-2006 workshops listed on the pages that follow!

Pre-registration is required for all workshops. Please follow the registration guidelines and use the registration form to expedite timely and accurate processing of your registration.

Complete Listing of Oregon Professional Development System Workshops

Assessment System Training 2005-2006:

- *BEST Plus Oral English Proficiency Test*
- *Holistic Scoring for Writing Assessment for ABE/GED/AHSD*
- *Implementing CASAS I Assessment for ABE/GED/AHSD/ESL (Reading, Listening, and Math)*
- *CASAS Functional Writing Assessment for ABE/GED/AHSD/ESL*

Instructional Methods Training 2005-2006:

- *Bridges to Practice*
- *EL/Civics*
- *GED Connection*
- *CASAS II: Assessments Informing Instruction*
- *Improving Thinking Skills for Adult Learners*
- *Teaching ESL 101*
- *Workplace Essential Skills*

Additional Instructional Methods Training:

Additional Instructional Methods Workshops are available for customization in the areas of adult learning, communicative ESOL, cooperative learning, cultural awareness, math as problem solving, teaching and learning with technology interface, teaching strategies for multilevel ESL classes, and working together for teachers and volunteers.

For additional information please contact:

Mary Jane Bagwell, Phone: 541-737-4439, E-mail: maryjane.bagwell@oregonstate.edu

Katie Monaco, Phone: 541-737-8711, E-mail: katie.monaco@oregonstate.edu

Talya Shuler Abel, Phone: 541-737-9024, E-mail: talya.abel@oregonstate.edu

For information on how to schedule a workshop for your organization, please contact Mary Jane Bagwell for OPDS guidelines on requesting/ hosting workshops. Or, you can locate OPDS on the web at <http://www.oregon.gov/CCWD/ABE/index.shtml>.

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2005-2006 Workshop Descriptions – *for additional information on when these workshops are offered and how to register please see the 2005-2006 Schedule of Workshops (regularly updated and disseminated by e-mail).*

Assessment Workshops

BEST Plus Oral English Proficiency Test (Speaking Proficiency)

The BEST Plus is an individually administered face-to-face oral interview designed to assess the English language proficiency of adult English language learners. It assesses interpersonal conversational communication using everyday English. The training includes an overview of the development and purpose of the test as well as opportunities to practice delivery and scoring, and clarification of administration and scoring issues. By the end of this training, participants will:

- Recognize the importance of assessing oral language proficiency;
- Be able to administer and score the BEST Plus test (after successful completion of the certification activity); and
- Interpret BEST Plus scores.

This training requires approximately fifteen minutes of time on pre-workshop activities.

Registration Pre-requisite: Non-native English speakers must demonstrate English language skills at SPL 9 or higher. (When registering, non-native English speakers will be required to submit their own BEST Plus score sheet showing their score of SPL 9 or higher along with their Test Administrator’s name and signature.)

CASAS Functional Writing Assessment for ABE/GED/AHSD and ESL

The CASAS Functional Writing Assessment consists of two parts: Part A is a six-hour introductory training workshop with a take-home assignment and Part B is a six-hour follow-up session. The training provides ABE/GED/AHSD/ESL practitioners and providers with a means of assessing their students’ writing skills in a functional, workplace, employability, and life skills context. The assessment is appropriate for use with ABE, GED, AHSD, and ESL students with beginning to advanced level writing skills (CASAS levels A, B, C, and D). This writing assessment assists programs and instructors in determining the learner’s general writing level. By the end of this training, participants will:

- Understand the importance of functional writing skills in society and on the job and gain effective ways to assess these skills;
- Be able to administer and score the CASAS Picture Task (after successful completion of the certification activity); and
- Use the diagnostic information provided by the assessments to determine which writing skills the learner needs to target.

This training requires approximately two-and-a-half to three hours of time on the interim take-home assignment.

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Holistic Scoring for Writing Assessment for ABE/GED/AHSD

This six-hour training is intended for instructors or for persons who score placement or student writing samples utilizing the **six point scoring scale** in accordance with the National Reporting Standards. Attendees should have direct experience with the writing process. The training includes scoring numerous writing samples, and Holistic Scoring for Writing and GED resource handouts are provided. By the end of this training session participants will be able to:

- Differentiate between holistic and traditional methods of scoring writing;
- Use the holistic scoring guide to evaluate essays; and
- Be able to administer and score the Holistic Scoring for Writing Assessment (after successful completion of the certification test).

This training is not intended to instruct individuals in how utilize the **four point scoring scale for the GED essay**.

**Implementing CASAS I Assessment for ABE/GED/AHSD/ESL
(Reading, Listening, & Math)**

This seven-hour training is for instructors, program managers, tutors, and anyone needing to learn the CASAS assessment system. This training focuses on the CASAS assessment tools for native speakers of English (the Form 130 Appraisal, CASAS Reading and CASAS Math series of assessments) and for English as a Second Language speakers (the Form 20 Appraisal, CASAS Listening, and CASAS Reading series of assessments). By the end of this training, participants will:

- Increase their understanding of the Oregon assessment system;
- Be able to determine the appropriate pre- and post-test form to provide student/client progress information;
- Understand how assessment methods provide useful information and descriptions of student/client abilities/competencies in the context of work, family, and community (basic and life skills); and
- Be able to administer, score, and interpret the CASAS appraisal/placement inventories in order to make appropriate student/client placements in adult education and employment programs (after successful completion of the certification activity).

This training does not cover other ESL assessments such as BEST Plus or ACT.

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Instructional Workshops

- **Bridges to Practice: Serving Adults with Learning Disabilities**

The *Bridges to Practice* training and materials are designed to help teachers, social workers, employment counselors, job coaches, and others

- recognize learning disabilities,
- learn how to implement a screening process in a program,
- learn what to do when an adult has been diagnosed with a disability, and
- learn to use appropriate teaching techniques and different ways of presenting information to clients and students with learning disabilities

The *Bridges to Practice* training for Oregon consists of a three-part cycle of training conducted over the course of a few months.

- Part I – Learning Disability Awareness
- Part II – Assessment and Planning
- Part III – Implementation Process

Participants will receive training materials and resource information at each part of the training and are expected to attend all three parts of the training for which they register.

Between sessions, application of skills learned in this training is required.

- ***GED Connection***

This six-and-a-half-hour training is for adult educators and tutors that plan to integrate *GED Connection* into their instructional/tutoring program. *GED Connection* is a multi-media instructional system, with 39 half-hour video programs, as well as thematic student workbooks and on-line lessons/activities designed to help learners prepare for the new GED 2002 exam. By the end of this training, participants will be equipped to use all components of the *GED Connection* series effectively with their learners.

This training requires approximately forty-five minutes of time on the pre-workshop activity.

- **CASAS II: Assessments Informing Instruction**

This six-hour workshop is for adult educators and practitioners who use *TOPSpro* or *Expertise* in their programs. In this interactive workshop, participants learn how to use CASAS test results to enhance planning and instruction. Participants attending this session work directly with TOPS reports (from their own programs whenever possible) and learn about instructional support resources including Quick Search.

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- **Improving Thinking Skills for Adult Learners**

This professional development opportunity is designed for adult educators and tutors who are interested in integrating thinking skills such as problem-solving and decision-making into instructional programs. The training will consist of two six-hour face-to-face sessions, multiple “mini” web-based sessions (independent and group), and on-going mentoring. Bridging the latest research on critical thinking and the dynamics of how adults think and learn, this training emphasizes the *application* of practical instructional strategies to improve student learning. Through readings, shared experiences, group reflection, on-line interaction, and on-site projects, training participants discover a wide range of techniques for integrating “critical thinking across the curriculum” as they themselves learn to think through the content of their discipline. By the end of this training, participants will be able to practice and model critical and creative thinking skills in their classroom teaching, tutoring practice, and daily lives.

This training requires an extensive amount of time outside of the workshop hours.

- **Teaching ESL 101**

This two-day workshop is designed for those new to the field of adult ESL or those with experience who are looking for a fresh look at teaching ESL. It includes an overview of language acquisition theory and exposure to a variety of techniques for teaching listening, speaking, reading and writing. Many classroom activities will be demonstrated in Spanish, so participants will experience language learning in a multilevel format. Many cooperative learning activities will be demonstrated as well. Two common ESL classroom situations – the multilevel class and classes where students have the same native language – will be addressed. Upon completion of the workshop, participants will be able to define the basic elements that contribute to language acquisition; identify classroom strategies for developing listening, speaking, reading, and writing skills in adult ESL students; define and give examples of the key components of a lesson plan; list ways to facilitate language learning in the multilevel and monolingual classroom; and describe cooperative learning structures that foster language acquisition.

Between sessions, application of skills learned in this training is required.

- ***Workplace Essential Skills***

This six-and-a-half-hour training is for adult educators and tutors that plan to incorporate *Workplace Essential Skills* into their instructional practice. A pre-GED multi-media instructional series, *Workplace Essential Skills* is designed for use in adult education programs offering adult basic skills, GED preparation, workplace literacy, and family literacy. It has also been used successfully in one-stop career centers, welfare-to-work and on-the-job training programs for incumbent workers. With a strong emphasis on workplace context, the 25 half-hour video programs address the skills and attitudes necessary to succeed at work and the importance of basic skills on the job. At the conclusion of this training, participants will be equipped to utilize all components of the *Workplace Essential Skills* series effectively with their learners.

This training requires approximately forty-five minutes of time on the pre-workshop activity.

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2005-2006 Workshop Titles and Registration Costs

- * **Assessment Workshops**\$80 - \$300/participant
- * **Instructional Workshops:**\$75 - \$210/participant

05-06 Assessment System Training:

| | Registration Fee |
|--|-------------------------|
| ➤ BEST Oral Interview PLUS..... | \$115.00 |
| ➤ Holistic Scoring for Writing Assessment for ABE/GED/AHSD | \$80.00 |
| ➤ Implementing CASAS I Assessment for ABE/GED/AHSD/ESL..... | \$90.00 |
| ➤ CASAS Functional Writing Assessment for ABE/GED/AHSD/ESL | \$300.00 |

05-06 Instructional Methods Workshops:

| | Registration Fee |
|---|-------------------------|
| ➤ Bridges to Practice | \$75.00 |
| ➤ CASAS II: Assessments Informing Instruction..... | \$80.00 |
| ➤ GED Connection..... | \$125.00 |
| ➤ Improving Thinking Skills for Adult Learners..... | \$210.00 |
| ➤ Teaching ESL 101..... | \$140.00 |
| ➤ Workplace Essential Skills | \$125.00 |

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HELPFUL RESOURCES

State of Oregon: Adult Basic Skills

In Oregon, adult literacy refers to the basic reading, writing, speaking, life, and work skills adults need to function effectively at home, in the community, and the workplace. This web site is for those interested in learning about how to improve their own skills, or how to help someone else improve their skills, and for those who work in the field of Adult Basic Skills and English as a Second Language instruction. Many agencies form a network to bring basic skills education to all Oregonians who are eligible and in need. The hub of this network is the Oregon Department of Community Colleges & Workforce Development (CCWD). Check out Adult Basic Skills in Oregon:

<http://www.oregon.gov/CCWD/ABE/index.shtml>.
For additional information, contact Laura Lenhardt, Laura.Lenhardt@state.or.us

NW LINCS

Visit the NW LINCS web site for many new adult literacy resources. Recent new additions to the site are: ABE Math Classroom Guide, Computer Online Classroom Guide, Teacher ToolBox and many more resources found on the Web. There is also a new resource, "America's Literacy Directory," where you can find locations where Adult Education services are provided. NW Lincs can be accessed at www.nwlincs.org.

Oregon Literacy, Inc.

Oregon Literacy, Inc. (OLI) is a statewide office supporting a network of programs who use volunteers to provide basic skills instruction to adults. OLI's mission is to increase the capacity and effectiveness of literacy services in Oregon through partnerships with community-based programs. Oregon Literacy's services include the Bookstore, Literacy Line, and a newsletter, as well as direct support for tutoring

programs, a resource library, web hosting for tutoring programs, and assistance recruiting students and tutors into volunteer programs. OLI also offers book scholarships for students enrolled in Oregon's tutoring programs. For additional information, click on <http://www.hevanet.com/literacy/>.

Friday Facts

Friday Facts is a weekly newsletter for Oregon's workforce and education providers. It includes information about state level policies, grants, initiatives, public meetings, local news and training updates. To view the Friday Facts, go to <http://www.workforce.state.or.us/fridayfacts/default.htm>. To receive a weekly electronic reminder to check the Friday Facts, contact Terry Bouie, terry.bouie@odccwd.state.or.us.

WA ABE Literacy Resource Center

Washington has graciously opened their resource center lending library to the region, free of charge!

Resource Checkout:

Diane McGuinn at dmcguinn@sbctc.ctc.edu or abe@sbctc.ctc.edu or 360-586-3527

<http://www.sbctc.ctc.edu/able/ResourceCenter.asp>

Direct link to catalog:

<http://www.librarycom.com/cgi-bin/opac.exe/login?library=ABLE%20Network%20Resource%20Center&checkbox=checkbox>

If you would like to check out videos or resources, contact Diane at the above email address or phone number. Please remember to thank them for their generosity in making all of these resources available to Oregon folks!