

Item	Description	Components
<p>Tutor Share Packets</p> <p>REFERENCE ONLY— Please photocopy for use</p>	<p>Selection of worksheets on variety of topics.</p>	<p>BL/ESL:</p> <ul style="list-style-type: none"> Using Tape Recorders Health and Wellness Workplace Skills/Jobs Goal Setting High-Incidence Academic Word List Helping Your Learner w/ COMPASS Test Games Helpful Websites Reading Comprehension Workplace Strategies <p>BL:</p> <ul style="list-style-type: none"> Spelling/Phonics Using Children’s Literature w/ Adult Learners Short Reading Passages for Advanced/Intermediate Grammar Social Work Values in Tutoring Working w/ Advanced BL Learners <i>Number the Stars</i> by Lois Lowery Activities Extending a Series Lesson Tutoring Adults Who Learn Differently <p>ESL:</p> <ul style="list-style-type: none"> Pronunciation Exercises Group Ice Breakers Conversation Information Gaps Grammar Strategies Use of Textbooks More Grammar Teaching With Dictation American Proverbs ESL for Beginners

Item	Description	Components
Worksheets by Learner Level REFERENCE ONLY— Please photocopy for use	Selected worksheets designated by BL/ESL and level.	
SRA Reading Lab— Advanced Reading Passages REFERENCE ONLY— Please photocopy for use	2-page readings with exercises. Practice for college prep, GED, COMPASS.	Levels 8-9 Levels 10-11 Levels 12-13
Language Remediation and Expansion: 150 Skill-Building Reference Lists		
Pyramids: Structurally Based Tasks for ESL Learners Teacher’s Book (1987)	Strengthen grammatical structures through task- based activities. 24 lessons. Beginning/low-intermediate with some exposure to English.	
Ready-to-Use Illustrations		Food and Drink Holiday Old-Fashioned Mortised Cuts

Item	Description	Components								
<p>Life Skills Practice (1999)</p> <p>REFERENCE ONLY— Please photocopy for use</p>	<p>Real-life scenarios for everyday activities.</p> <p>192 easy-to-follow activities for hands-on skill practice.</p> <p>Reproducible activity sheets.</p> <p>8 sections:</p> <table border="0" data-bbox="604 646 1176 756"> <tr> <td>being an employee</td> <td>making decisions</td> </tr> <tr> <td>banking</td> <td>running a household</td> </tr> <tr> <td>getting along with others</td> <td>understanding forms</td> </tr> <tr> <td>getting organized</td> <td>using a budget</td> </tr> </table>	being an employee	making decisions	banking	running a household	getting along with others	understanding forms	getting organized	using a budget	
being an employee	making decisions									
banking	running a household									
getting along with others	understanding forms									
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<p>Workplace Role Play</p> <p>REFERENCE ONLY— Please photocopy for use</p>	<p>Simulates work experience with on-the-job role-play modules.</p> <p>Tasks with directions and supporting materials.</p> <p>Teaching suggestions.</p>	<p>Health Care Restaurant Grocery Store Banking</p>								

Reference—Picture Dictionaries (page 1 of 2)

Reference Shelf 3

Item	Description	Components												
Oxford Picture Dictionary (2008)	<p>Complete reference to essential everyday vocabulary. 12 thematic areas; 140 key topics; 4000 words. Index w/ pronunciation guide. Color pictures.</p> <p>Units:</p> <table border="0" data-bbox="604 586 1014 748"> <tr> <td>everyday language</td> <td>community</td> </tr> <tr> <td>people</td> <td>transportation</td> </tr> <tr> <td>housing</td> <td>areas of study</td> </tr> <tr> <td>food</td> <td>plants/animals</td> </tr> <tr> <td>clothing</td> <td>work</td> </tr> <tr> <td>health</td> <td>recreation</td> </tr> </table>	everyday language	community	people	transportation	housing	areas of study	food	plants/animals	clothing	work	health	recreation	Monolingual English/Chinese (1998)
everyday language	community													
people	transportation													
housing	areas of study													
food	plants/animals													
clothing	work													
health	recreation													
The New Oxford Picture Dictionary (1988)	<p>Colored, contextualized illustrations. 82 topics; 2400+ words. Index w/ pronunciation guide. Organized thematically beginning w/ topics most useful for survival needs. Topics progress to those of more general nature.</p>	<p>Monolingual English/Spanish</p> <p><i>Note: The New Oxford Picture Dictionary Intermediate Workbook located on Right Shelf 4 Vocabulary</i></p>												
Oxford Picture Dictionary of American English: French Indexed Edition (1978)	<p>Color pages of situational illustrations. Contextualized vocabulary. 2000+ American English words. English pronunciation guide. French vocabulary index.</p>													
The Basic Oxford Picture Dictionary: English/Haitian Creole														

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(Longman) Photo Dictionary (1987)	Vocabulary and conversation book. Color photos. 80 semantic categories; 2000+ words. Contextualized. Short exercises.	<p><i>Note:</i> (Longman) Photo Dictionary Intermediate Workbook located on Right Shelf 4 Vocabulary</p>						
English for Everyday Activities: A Picture Process Dictionary (1999)	Verb-based, multi-skills program. Skills to communicate step-by-step aspects of daily occurrences. Units: <table border="0" style="margin-left: 20px;"> <tr> <td>starting the day</td> <td>managing household</td> </tr> <tr> <td>getting around</td> <td>keeping in touch</td> </tr> <tr> <td>at home in evening</td> <td>having fun with friends</td> </tr> </table>	starting the day	managing household	getting around	keeping in touch	at home in evening	having fun with friends	Basic (beginning) Not designated (high-beginning/intermediate) <p><i>Note:</i> Workbook, Basic Workbook, Activity Book, Listening Activity Book, Teacher's Guide located on Right Shelf 4 Vocabulary</p>
starting the day	managing household							
getting around	keeping in touch							
at home in evening	having fun with friends							
Lexicary: An Illustrated Vocabulary Builder for Second Languages (1990)	Contextualized vocabulary. Over 3500 words; 138 contexts. 6 context areas: <table border="0" style="margin-left: 20px;"> <tr> <td>functions</td> <td>operations</td> </tr> <tr> <td>sequences</td> <td>topics</td> </tr> <tr> <td>related actions</td> <td>places</td> </tr> </table>	functions	operations	sequences	topics	related actions	places	
functions	operations							
sequences	topics							
related actions	places							

Reference—Dictionaries/Writing Reference

Reference Shelf 3

Item Type	Components
Dictionary	Beginner's Dictionary of American English Usage Dictionary of American English (Longman) Dictionary of American English (Cambridge) Longman Basic Dictionary of American English The Best Dictionary for Students Webster's Dictionary Webster's Dictionary and Roget's Thesaurus Webster's Dictionary Easy-to-Read
Thesaurus	Pocket Thesaurus Spellex Thesaurus Webster's Standard Thesaurus (The New International)
American English	American Idioms Dictionary American Slang BLEEP! A Guide to Popular American Obscenities What Are These Crazy Americans Saying?
Spelling	Bad Speller's Dictionary (Pocket) Spellex Word Finder
Writing	MLA Handbook for Writers of Research Papers The New Webster's Practical English Handbook
Other	Dictionary of Proverbs Dictionary of Cultural Literacy

Reference—Reference

Reference Shelf 4

Topic	Components
Literacy Instruction	Litstart: Strategies for Adult Literacy and ESL Tutors Teaching Adults: An ESL Resource Book I Speak English Literacy Face to Face: A Resource for Volunteer Adult Literacy Tutors Read to Me: Family Literacy Program Training Manual
Reading/ Reading Comprehension	Reading in the Brain: The New Science of How We Read (2009) The Fluent Reader: Oral Reading Strategies for Building Word Recognition, Fluency, Comprehension (2003) Strategies That Work: Teaching Comprehension to Enhance Understanding (2000) Reading Comprehension Instruction: Issues and Strategies (1990)
Phonics/Vocabulary	Phonics They Use: Words for Reading and Writing (1995) Phonics Phacts (1993) Bringing Words to Life: Robust Vocabulary Instruction (2002)
Learning Disabilities	Understanding and Managing Learning Disabilities in Adults (2000) Teaching Adults with Learning Disabilities (1996) Learning Disabilities and Literacy Learning Disabilities (NIH) Adult Learners with Special Needs: Strategies/Resources-Postsecondary Education/Workplace Training (1998) The Gift of Dyslexia: Why Some of the Smartest People Can't Read and How They Can Learn (1994) National Resources for Adults with Learning Disabilities (1997) Learning Disabilities Reference Notebook Binder
Other	Pedagogy for Adult Learners: Methods and Strategies (1999) Assessing and Correcting Reading and Writing Difficulties (2006) Enhancing Writing Instruction: Rubrics/Resources for Self-Evaluation and Goal Setting (2010) Dialogue Journal Writing with Nonnative English Speakers: A Handbook for Teachers (1990)

Reference—Other

Reference Shelf 4

Item	Description	Components
CultureGrams (2010)	Reference information by individual country. Also includes regional information. Country reports about 4 pages each. Contain: background people customs/courtesies lifestyle society	1 The Americas 2 Europe 3 Africa 4 Asia and Oceania
PCs for Teachers (1996)		
Puzzlemaker CD	12 puzzle templates. Sample puzzles.	
Narcotics Anonymous (1988)		