

ROLES and GOALS

Learner Name: _____

Tutor Name: _____



It's time to set goals for the first time, or update goals set previously. Engage in a conversation about the learner's goals, and strive to set at least 1 to 3. If you are reviewing previously set goals, use this form to indicate whether you are making progress on them; whether you've met the goals; or whether they are no longer of interest. Finally, set any new goals and add any additional information that is significant in the life of the student with regard to his/her basic skills. Use dates (month/year) to indicate set and met goals. Please read *Roles & Goals Instructions* for more.

Learners, check one: I have a library card already. I did not have a library card when I started tutoring, but gained one _____ (Mo/Yr).

Lifelong learner goals:	Mo/Yr Goal Set	Making Progress	Mo/Yr Goal Met	My goals as a worker:	Mo/Yr Goal Set	Making Progress	Mo/Yr Goal Met
Learn the alphabet, letters and sounds				Search for a job			
Learn math skills				Apply for a job			
Read a book				Interview for a job			
Read a more difficult book				Get a job or a better job			
Read news or a magazine				Perform current job tasks better			
Write a note, message or text				Use work related technology			
Write a letter, poem, story or essay				Read work-related material			
Fill out a form or application				Write work-related material			
Use technology skills				Obtain a license or certificate			
Use the library							
Get a diploma							
Other goals in this role?	Mo/Yr Goal Set	Making Progress	Mo/Yr Goal Met	Other goals in this role?	Mo/Yr Goal Set	Making Progress	Mo/Yr Goal Met
•				•			
•				•			
•				•			
Goals at home and as a family member:	Mo/Yr Goal Set	Making Progress	Mo/Yr Goal Met	Goals as a community member/citizen:	Mo/Yr Goal Set	Making Progress	Mo/Yr Goal Met
Share a book with a family member				Access community resources			
Take a family member to a library program				Get involved in the community			
Help a family member with homework and studying				Speak to others about the literacy program			
Read a medicine label				Get a driver's license			
Pay my bills				Become a citizen			
Access help with family legal documents				Prepare to vote (read Easy Voter Guide, register)			
Communicate effectively with educators				Vote			
Communicate effectively with medical professionals							
Communicate effectively with family members							
Navigate systems and services							
Other goals in this role?	Mo/Yr Goal Set	Making Progress	Mo/Yr Goal Met	Other goals in this role?	Mo/Yr Goal Set	Making Progress	Mo/Yr Goal Met
•				•			
•				•			
•				•			

Unanticipated Achievements (Other things I have accomplished since the last Roles & Goals review):
