



**ADULT LEARNING RESOURCE CENTER**  
**Adult Education Service Center or Northern Illinois**  
***Representative Topics for Professional Development Workshops***

Professional development workshops on a variety of topics are available to adult and family education programs throughout Illinois. This menu lists possible workshop topics for:

- Literacy/ABE/GED
- Learning Disability
- ESL
- Citizenship
- Family Literacy
- Technology

The no cost workshops can be held *locally* (at your site with your staff exclusively) or *regionally* (in cooperation with other programs/staff in your area). Workshop lengths are flexible and can also be multi-day with interim tasks.

In order to offer effective, interactive workshops, we request that there be a minimum of 12 participants. Suggested minimum length for workshops is 90 minutes. Four weeks advance notice is requested when scheduling workshops.

To request a workshop, contact:

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## **LITERACY/ABE/GED**

1. New Teacher Orientation
2. Reading Basics: An Overview of the Four Components of Reading (Alphabetics, Fluency, Vocabulary, and Comprehension)
3. Diagnostic Assessment: The First Step in Planning Reading Instruction
4. Developing Evidence-based Reading Skills in Low-Level Readers (or intermediate or advanced)
5. Building Students' Basic Writing Skills
6. Approaches to Spelling
7. The Reading/Writing Connection
8. Helping ABE/GED Students with Special Learning Needs
9. Adult Learning Styles
10. GED Basics
11. Passing the GED Language Arts Tests
12. Preparing Students for Social Studies and Science on the GED
13. The GED Essay: Strategies for Success
14. Passing the GED Math Test
15. Using Calculators in the ABE/GED Classroom
16. GED Online Instruction and Updates
17. Managing Instruction in Multilevel Classes
18. Techniques for Individualizing Instruction
19. Critical Thinking Across the Curriculum
20. Cooperative Learning in the ABE/GED Classroom
21. TABE Interpretation and Certification
22. Monitoring Student Progress: Alternative Assessment Approaches
23. Selecting ABE/GED Software
24. Using Technology in the ABE/GED Classroom
25. Integrating the Internet into Classroom Instruction
26. Preparing Students to Use Computers
27. Introduction to Teaching Mathematics to Adults
28. Individualizing ABE/GED Instruction with Teacher-Made Materials
29. Integrating Employability Skills into the ABE/GED Classroom
30. Lesson Planning
31. Motivation and Retention of ABE/GED Students
32. Using Volunteers in the Classroom
33. ABE or GED Materials Overview

## **CITIZENSHIP PREPARATION**

1. Citizenship Preparation for Low-Level Literacy
2. Developing Writing/Dictation Skills for Citizenship Testing
3. Building Listening and Speaking Skills for the Citizenship Interview/Test
4. Using the Computer and the Internet in Citizenship Preparation

## **FAMILY LITERACY**

1. Program Development/Design: Looking at the Four Components
2. Developing and Implementing Interactive Parent-Child Literacy Activities
3. Developing and Implementing Parent Education Programming
4. Program Evaluation as an Ongoing Process

## **ENGLISH AS A SECOND LANGUAGE**

1. New Teacher Orientation
2. ESL Basics: An Overview for New Teachers (*three-day workshop*)
3. Language Learning Styles and Strategies
4. Cultural Awareness in the Adult Classroom
5. ESL Assessment: Placement and/or Achievement (BEST Literacy/BEST Plus/CELSA)
6. ESL Assessment: Monitoring Student Progress
7. ESL Lesson Planning
8. ESL and Learning Disabilities
9. Out of the Classroom and Into the Community: Experiential Language Teaching
10. Empowering Adult Learners: The Problem-Posing Approach
11. Managing Instruction in Multilevel ESL Classes
12. Cooperative Learning in the ESL Classroom
13. Using Volunteers in the ESL Classroom
14. Conversation Activities that Work
15. Developing ESL Listening Skills (*specify level*)
16. Teaching ESL Reading Skills (*specify level*)
17. Teaching ESL Writing (*specify level*)
18. Teaching ESL Grammar Communicatively
19. Strategies for Teaching Pronunciation
20. Techniques for Teaching Beginning-Level ESL Students
21. Teaching Nonliterate ESL Students: Techniques that Work
22. Transitional ESL: Preparing Students for the ABE/GED and/or Credit Classroom
23. Integrating Employment Skills into the ESL Classroom
24. New ESL Materials Overview
25. Make It and Take It: Creating ESL Classroom Materials
26. Using Visuals for Language Development
27. Using Video in the ESL Classroom
28. Using Games in the ESL Classroom
29. Using Songs in the ESL Classroom
30. Using Authentic Materials with Intermediate/Advanced ESL Learners
31. Setting Up Learning Stations in the ESL Classroom
32. Connecting ESL Students to the Community through Civics Education
33. Using the Internet in the ESL Classroom (*specify level*)
34. Utilizing ESL Software
35. Energizing Activities for ESL

## **LEARNING DISABILITIES**

1. Helping ABE/GED Students with Special Needs
2. Helping ESL Students with Special Needs

## **TECHNOLOGY**

1. Using and maintaining a computer
2. Using utility and content software and accessing the Internet to promote student knowledge
3. Evaluating software and Internet sites in developing instruction
4. Integrating software and the Internet into instruction
5. Creating your own technology resources, e.g., web pages, authoring systems
6. Utilizing other audio and visual in the classroom
7. Demonstration teaching with selected technology (available on your site)