



Student Name \_\_\_\_\_



# ROLES & GOALS



It's time to set goals for the first time or to update the goals that were set several months ago. Remember, this is not a check-list, instead have a conversation about desired goals. 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 why 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 info.

 <b>My goals as a life-long learner:</b>	Date Goal Set	Making Progress	Date Goal Met	 <b>My goals as a worker:</b>	Date Goal Set	Making Progress
< Learn the alphabet, letters and sounds				< Find a job: search want-ads/on-line		
< Read a book/newspaper/magazine				< Fill out a job application		
< Write a letter to _____				< Write a resume		
< Learn to type/use computer keyboard				< Interview for a job		
< Write, send and receive e-mail				< Get a job or get a better job or promotion		
< Search the Internet				< Perform current job tasks better		
< Get a library card				< Read a work-related manual		
< Check out or use library items regularly				< Obtain a license or certificate		
< Pass part or all of the GED test						
<b>Other goals in the life-long learner role</b>	Date Goal Set	Making Progress	Date Goal Met	<b>Other goals in the worker role:</b>	Date Goal Set	Making Progress
<				<		
<				<		
<				<		

Notes:

 <b>My goals as a family member:</b>	Date Goal Set	Making Progress	Date Goal Met	 <b>My goals as a community member/citizen:</b>	Date Goal Set	Making Progress
⟨ Write checks/pay bills				⟨ Access community services/resources		
⟨ Read health education information				⟨ Speak to others about the literacy program		
⟨ Read medicine labels				⟨ Get involved with a community issue		
⟨ Plan nutritious meals				⟨ Get a drivers' license		
⟨ Share a book with children*/family				⟨ Prepare to vote (read Easy Voter Guide, register)		
⟨ Help children with homework				⟨ Vote		
⟨ Take children to library storytime				⟨ Become a volunteer		
⟨ Interact with the school/with teachers						
<b>Other goals in the family role:</b>	Date Goal Set	Making Progress	Date Goal Met	<b>Other goals in the community member role:</b>	Date Goal Set	Making Progress
⟨				⟨		
⟨				⟨		
⟨				⟨		

\* "Children" can refer to your own, your relative's children or any other children with whom you interact.

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

**Tutor Name**

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is/her basic

Date Goal Met
Date Goal Met



on't forget page 2!

<b>Date Goal Met</b>
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<b>Date Goal Met</b>
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