



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 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 &*

 My goals as a life-long learner:	Date Goal Set	Making Progress	Date Goal Met	 My goals as a worker:	Date Goal Set	Making Progress	Date Goal Met
<ul style="list-style-type: none"> Learn the alphabet, letters and sounds 				<ul style="list-style-type: none"> Find a job: search want-ads/on-line 			
<ul style="list-style-type: none"> Read a book, newspaper or magazine 				<ul style="list-style-type: none"> Fill out a job application 			
<ul style="list-style-type: none"> Write a letter to _____ 				<ul style="list-style-type: none"> Write a resume 			
<ul style="list-style-type: none"> Learn to type/use computer keyboard 				<ul style="list-style-type: none"> Interview for a job 			
<ul style="list-style-type: none"> Write, send and receive e-mail 				<ul style="list-style-type: none"> Get a job or get a better job or promotion 			
<ul style="list-style-type: none"> Search the Internet 				<ul style="list-style-type: none"> Perform current job tasks better 			
<ul style="list-style-type: none"> Get a library card 				<ul style="list-style-type: none"> Read a work-related manual 			
<ul style="list-style-type: none"> Check out or use library items regularly 				<ul style="list-style-type: none"> Obtain a license or certificate 			
<ul style="list-style-type: none"> Pass part or all of the GED test 							
Other goals in the life-long learner role	Date Goal Set	Making Progress	Date Goal Met	Other goals in the worker role:	Date Goal Set	Making Progress	Date Goal Met
•				•			
•				•			
•				•			

Notes:



 My goals as a family member:	Date Goal Set	Making Progress	Date Goal Met	 My goals as a community member/citizen:	Date Goal Set	Making Progress	Date Goal Met
<ul style="list-style-type: none"> Write checks/pay bills 				<ul style="list-style-type: none"> Access community services/resources 			
<ul style="list-style-type: none"> Read health education information 				<ul style="list-style-type: none"> Speak to others about the literacy program 			
<ul style="list-style-type: none"> Read medicine labels 				<ul style="list-style-type: none"> Get involved with a community issue 			
<ul style="list-style-type: none"> Plan nutritious meals 				<ul style="list-style-type: none"> Get a drivers' license 			
<ul style="list-style-type: none"> Share a book with children*/family 				<ul style="list-style-type: none"> Prepare to vote (read Easy Voter Guide, register) 			
<ul style="list-style-type: none"> Help children with homework 				<ul style="list-style-type: none"> Vote 			
<ul style="list-style-type: none"> Take children to library storytime 				<ul style="list-style-type: none"> Become a volunteer 			
<ul style="list-style-type: none"> Interact with the school/with teachers 				<ul style="list-style-type: none"> Pass the Citizenship Test 			
Other goals in the family role:	Date Goal Set	Making Progress	Date Goal Met	Other goals in the community member role:	Date Goal Set	Making Progress	Date Goal Met
<ul style="list-style-type: none"> 				<ul style="list-style-type: none"> 			
<ul style="list-style-type: none"> 				<ul style="list-style-type: none"> 			
<ul style="list-style-type: none"> 				<ul style="list-style-type: none"> 			

* "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 _____