

NEW HAMPSHIRE

STANDARDS FOR ADULT EDUCATION PROGRAMS

COMMUNITY:

1. Develops awareness of and accesses information and services.
 - a. Given lists of health, education, and/or welfare services, students will be able to identify the purpose of each to make appropriate choices to meet personal needs.
 - b. Given an article on community services, the student will be able to read and answer who, what, where, when, why and how questions.
2. Participates in activities designed to influence decision-makers.
 - a. Given an article on a community issue, the student will be able to distinguish between fact and opinion.
 - b. Given the information on how local, state and federal governments work, the student will identify decision-makers, write letters or call officials to express opinions, register to vote and vote.
3. Participates in community activities.
 - a. Given a list of civic and service groups, the student will be able to identify the issues that each addresses.
 - b. Given a list of community needs, the student will participate in an activity of his or her choice.

WORKER:

1. Understands and demonstrates job seeking skills.
 - a. Given a help wanted ad, the student will be able to outline the steps necessary to apply for a job.
 - b. Given a job application, the student will complete it with 100% accuracy.
2. Understands and demonstrates sound work behaviors.
 - a. Given a job simulation, the student will generate a list of appropriate work behaviors that will enable him/her to be successful.
 - b. Given a job description, the student will be able to identify the skills necessary to perform that job.
3. Plans, reviews and pursues personal, educational and/or career goals.
 - a. Given appropriate resources, the student will design an action plan to achieve a stated goal.
 - b. Given an action plan, the student will implement steps to carry it out.

4. Understands the value of work, workers rights and responsibilities.
 - a. Given a personnel handbook, the student will be able to answer specific questions concerning its contents.
 - b. Given case studies detailing workplace performance, the student will be able to articulate the consequences of the indicated behaviors as they relate to job evaluation, retention and promotion.

FAMILY:

1. Practices good nutrition and health habits.
 - a. Demonstrates the ability to understand and compare food nutrition labels and how they relate to the food pyramid.
 - b. Gains awareness of personal health care, including safety/emergency practices. (note: annual medical and dental checkups and mental health issues will be covered under Community 1a.)
2. Increases literacy activities beyond the classroom.
 - a. Maintains a log or journal to be reviewed on a monthly basis with teacher/tutor that:
 - 1) details materials read outside the classroom.
 - or
 - 2) reports on literacy activities done with children.
 - b. Obtains local library card.
3. Prepares for and participates in one's own/one's child education and development.
 - a. Maintains regular attendance in adult education program.
 - b. Given a list of school activities, the student will indicate those he/she participates in on a regular basis.
4. Understands the relationships between income and expenses.
 - a. Given a list of typical income and expenses sources, the student will be able to select those required to develop a budget.
 - b. Demonstrates the ability to read and understand bills.

GENERAL:

1. Understands and demonstrates effective communication skills.
 - a. Given a list of barriers to good communication, the student will identify his/her barriers and construct a plan of action to deal with them.
 - b. Given a task to complete, the student will demonstrate the ability to give and receive clear oral and written directions.

2. Understands and communicates the ability to problem solve.
 - a. Given a problem to solve, the student will be able to articulate the steps of the decision making process.
 - b. The student will provide documentation of having applied the decision making process in a particular life situation.

(For all those standards that mention the use of specific materials, e.g. lists, applications, want ads, etc., generic examples will be provided to teachers.)