

Tutoring Materials & Workbooks



The following are workbooks and books available for purchase or checkout from the Indy Reads office. You are welcome to browse the collection of books and resources. Also, Indy Reads staff members can assist you with your tutoring resource needs.

Challenger

(New Readers Press)

Challenger is an eight-level program designed to guide students from the beginning stages of reading through the pre-GED level. Lessons are evenly-paced and follow a consistent format to nurture student confidence. *Challenger* is particularly good for students who:

- have a very basic sight vocabulary and some knowledge of phonics,
- enjoy stories and informational readings, and
- find short answer exercises effective in improving basic skills.

Challenger is helpful for tutors who like support and structure while having the opportunity to be creative. Teacher's Manuals are available for each level. Each lesson includes:

- word study,
- a reading selection, and
- a wide variety of exercises and activities.

Challenger Books 1 - 4 emphasize basic decoding, vocabulary, comprehension, and writing skills. From the very first lesson students are encouraged to write, so the series includes separate writing components, entitled *Writing for Challenger*, that correlate to books 1-4. Beginning with Book 5, the emphasis shifts to higher-level comprehension skills, higher-level reasoning skills, and expanding the student's knowledge base. (Available for loan, checkout or purchase)



Focus on Phonics (News Readers Press)

Focus on Phonics is a series of phonics workbooks correlated to the skill books in the *Laubach Way to Reading* series. The series helps improve spelling and phonic skills for students who have reading levels 1-4. Series highlights:

- *Focus on Phonics* uses a word-pattern approach. Students learn groups of words easily by seeing and hearing their similarities and differences.
- Students learn reasons why words are spelled and pronounced the way they are.
- Students learn new words by reading them in isolation and in context, and then by writing them.
- Students who have difficulty remembering words gain confidence in being able to use their phonics skills to decode words they can't recognize automatically.

Components include:

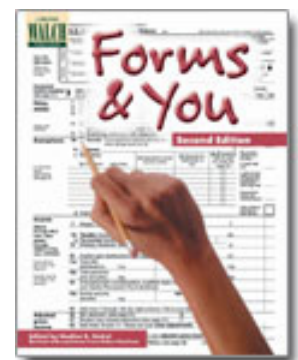
- Workbook 1 - Sounds and Names of Letters
- Workbook 2A - Short Vowel Sounds
- Workbook 2B - Consonant Blends
- Workbook 3 - Long Vowel Sounds
- Workbook 4 - Other Vowel Sounds and Consonant Spellings

Teacher's editions with step-by-step instructions are available for each level.
(Available for loan, checkout or purchase)



Forms & You (J. Weston Walch Publisher)

This book gives students practice in filling out a variety of real-life forms commonly used at home and at work. Included are forms for Social Security, driver's license, the armed forces, college entrance, bank loan, and more. *Forms & You* gives students practice in reading and following directions and helps them learn to write clear, concise responses. Also includes full teacher notes. (Available for checkout only)



How to Teach Spelling & How to Spell 1, 2, 3, 4 (Educators Publishing Service)

How to Teach Spelling is a comprehensive resource manual with corresponding *How to Spell* workbooks that provide a structured method to plan spelling lessons. Students using this series should have some reading readiness skills and be able to name and recognize the letters of the alphabet. The workbooks are grade-level specific:

- How to Spell 1* (Grade 1)
- How to Spell 2* (Grades 2–3)
- How to Spell 3* (Grades 4–6)
- How to Spell 4* (Grades 7–12)



The workbooks teach spelling rules and generalizations, provide space for copying words, and indicate when students should write words, phrases, and/or sentences from dictation. Each lesson builds on previous lessons; phrases and sentences for dictation include words testing the rules that have already been learned. Sight words are also assigned and incorporated into phrases and sentences for dictation. The manual also offers a suggested teaching method and typical lesson plan.

This series is helpful for tutors who want their students to learn to recognize the sounds in the English language, to decode words, and to spell words correctly by relying on spelling rules and patterns rather than on memory. (Available for checkout or purchase)

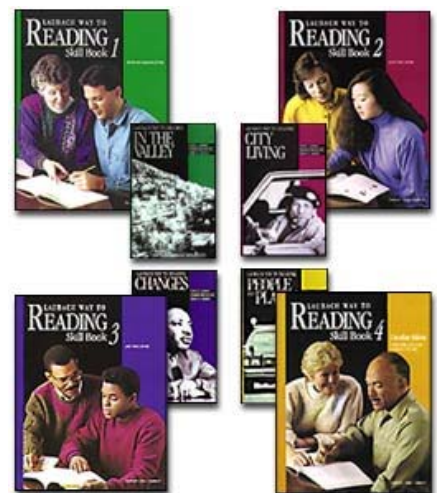
Laubach Way to Reading (LWR) (New Readers Press)

LWR is a basic reading and writing series developed primarily for adults with little or no reading ability. The series consists of four skill books (reading levels 0-4) and correlated readers for student use. The teacher's manual for each skill book gives detailed instructions and lesson plans.

It is particularly good for students who like or need:

- one-on-one tutoring,
- new information introduced in small chunks, or
- a lot of reinforcement and a lot of teacher direction.

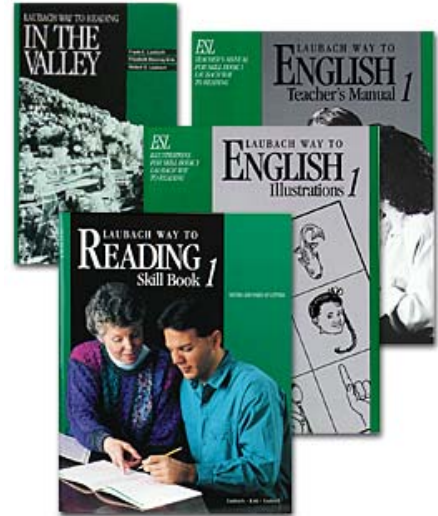
LWR is also good for tutors who like or need structure. The teacher's manual, with its teacher/student scripts, provides tutors with extensive support. Minimal lesson planning is required. This series is strong in teaching phonics and controls the amount of vocabulary presented. Skill Book 1 introduces 132 words. There are about 1,600 different words in the four-book series. (Available for loan, checkout or purchase)



Laubach Way to English (LWE)

(New Readers Press)

LWE is an English as a Second Language series designed for students who have no or low literacy skills in their native language and who need basic English skills. The series uses a structured phonics approach and wraps around the *Laubach Way to Reading (LWR)* skill books and correlated readers. The series provides step-by-step tutor support. Lessons contain skills instruction, content reading, writing activity, and opportunity for listening and speaking practice. After completing level 3 of *LWE* students can transition to level 4 of *Laubach Way to Reading*. (Available for loan, checkout or purchase)

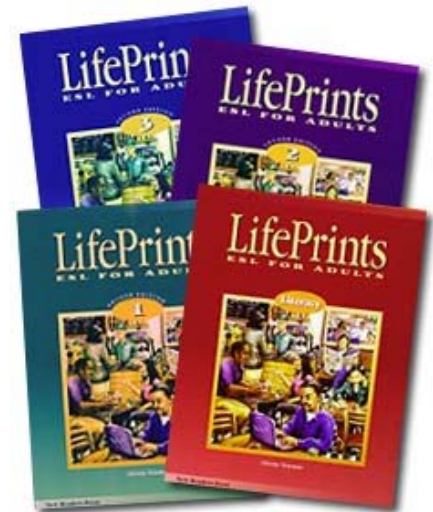


LifePrints: ESL for Adults

(New Readers Press)

Adult English language learners want and need to learn realistic skills to help them participate effectively at home, at work, and in their communities. *LifePrints* is an engaging four-level series that provides the support needed to help students reach that goal and leave each lesson with something they can use outside the class. The series is aimed at the low intermediate student. Series highlights:

- Fully integrates the teaching of reading, writing, speaking, and listening skills in every lesson.
- Models and practices authentic language that learners can immediately transfer to their lives outside the classroom.
- Presents language and culture in situations that adult learners can recognize and relate to their own experiences and needs. Everyday life experiences of immigrants, their neighbors, and their coworkers serve as the context for language learning.
- Respects the adult learner's knowledge and experience and reflects adult issues and concerns.



Components include student books, workbooks, audiotapes/CDs, and teacher's editions. The teacher's editions provide the built-in flexibility needed to make lesson planning easy. (Available for checkout or purchase)

Patterns in Spelling

(New Readers Press)

This series is for students who read at a level 4 and above. Students study the spelling and pronunciation of groups of words and then use their observations to discover common sound patterns and rules. Lessons integrate three ways of learning to spell – hearing, seeing, and writing. The components contain four student books with teacher’s editions for each and a diagnostic/placement test (teacher and student copies).

Book 1 - Short Vowels

Book 2 - Long Vowels

Book 3 - Blends & Digraphs

Book 4 - Other Vowel Sounds

(Available for loan, checkout or purchase)

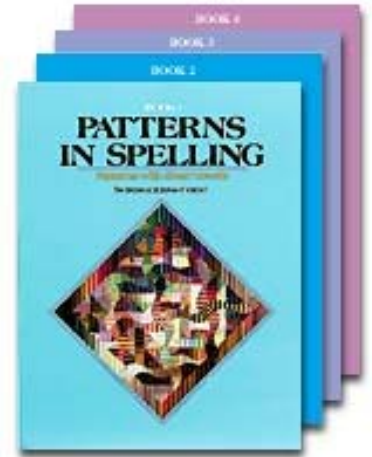


Photo Library

(PCI Education)

These 7 x 6 inch colorful, detailed, “real-life” activity cards are ideal for ESL tutoring. They help students learn to identify, correctly pronounce, and read the names of kitchen and bathroom items, prepared foods, and fresh produce. Each photo library contains an Instruction Guide with Teaching Instructions and an Assessment Chart.

(Available for checkout only)



Reading for Today

(Harcourt Achieve – Steck-Vaughn)

Reading for Today is specifically designed for the adult learner. The structure of this program takes the learner from reading level 0 to reading level 6. The reading selections are high-interest topics of relevance to adults. The design and illustration of this series depict adults in real-life situations to attract and hold the learner’s interest. Each unit incorporates activities in the following areas: sight words, phonics, writing, comprehension/critical thinking, and life skills. The series contains an introductory book, six student books with accompanying workbooks, certificates, and an instructor’s guide that offers step-by-step lesson plans.

(Available for loan, checkout or purchase)



SmartReaders

(Recorded Books, LLC)

SmartReaders are audiobook books developed specifically for adult learners. These easy to use audiotapes help a student's reading speed and comprehension. The audiotapes of the books are recorded at two speeds: 40% slower than normal conversation on the first tape and 17% slower on the second tape. When students achieve success at the slower speed, they move on to the faster pace. Each *SmartReader* includes a matching book and a teacher's guide.

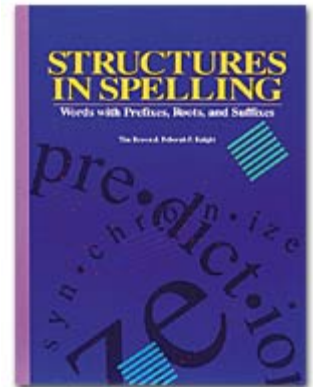
SmartReaders are available in two reading levels. Level One is written at the 1st and 2nd grade level and Level Two is at the 3rd and 4th grade reading level. Topics include histories, biographies, mysteries, and more. (Available for checkout only)



Structures in Spelling

(New Readers Press)

Structures in Spelling is for students who read at levels 5 – 8. This workbook can be used to strengthen skills learned in *Patterns in Spelling* or it can be used independently. Students learn the building blocks of English and how the best spellers spell. Students also learn to spell and combine more than 200 prefixes, roots, and suffixes that are phonetically regular in the English language. Lessons integrate three ways of learning to spell - hearing, seeing, and writing the words. Exercises incorporate practice in using the dictionary. Components include a student book and a teacher's edition. (Available for loan, checkout or purchase)



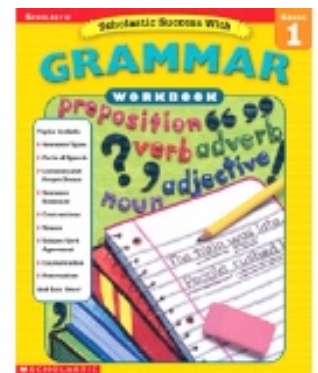
Success with Grammar

(Scholastic)

This six level series is designed for children but can easily be adapted for adult learners. Students should have reading readiness skills and read at a level 1. *Scholastic Success with Grammar* is a good supplemental tool to reinforce and practice grammar skills such as:

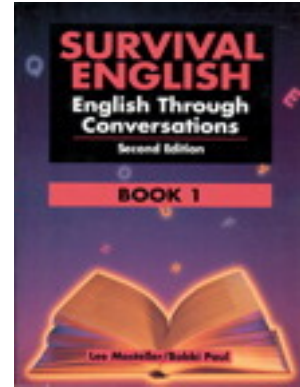
- Sentence types
- Parts of speech
- Common and proper nouns
- Contractions
- Verb tenses
- Subject-verb agreement
- Capitalization and more

(Available for checkout or purchase)



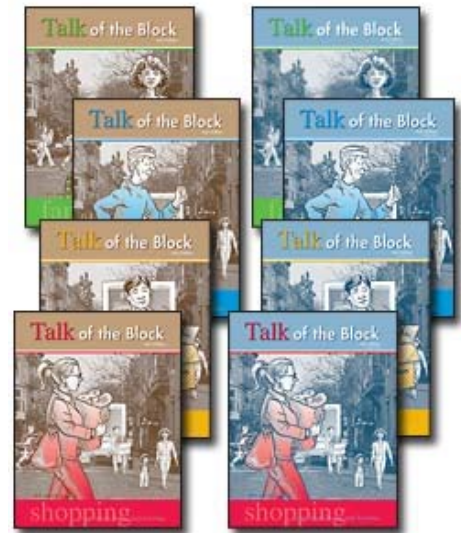
Survival English: English through Conversations
(Longman / Pearson Education)

This 3-volume series is designed for English as a Second Language students who have some degree of literacy, a small speaking vocabulary, and knowledge of the alphabet. Units focus on the language and coping skills necessary in everyday adult living. Some of the survival areas include family, health, transportation, housing, and food. Lessons contain a variety of exercises to reinforce the oral patterns and to teach listening, speaking, reading, and writing. Reading and writing are introduced after the student has mastered oral patterns. (Available for checkout only)



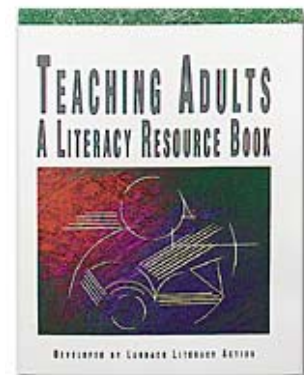
Talk of the Block
(New Readers Press)

Talk of the Block provides phonetic instruction and targeted reading practice for students at beginning reading levels (1-2). Organized into two sets of four books each, one focuses on short vowels, the other on long vowels. Activities build word analysis, comprehension, basic grammar structures, and vocabulary development. Each *Talk of the Block* book centers on one of four themes – family, home, shopping, and health. Every lesson begins with a story that introduces a real-life issue for adult learners such as parents helping children succeed in school, tenants dealing with a landlord, or patients visiting a health clinic. Series includes a detailed Teacher’s Guide with answer key. (Available for checkout only)



Teaching Adults: A Literacy Resource Book
(New Readers Press)

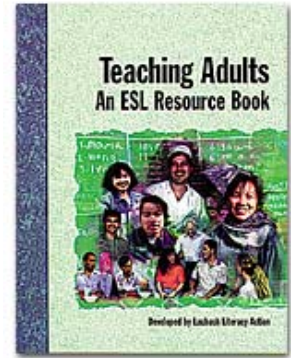
This resource is ideal for new and experienced adult literacy tutors. It pulls together many of the “best practice” ideas in the field. The book contains 69 specific easy-to-use activities such as creating language experience stories, working with dialog journals, and developing story maps. It also has appendices with valuable reference material. (Available for purchase)



Teaching Adults: An ESL Resource Book

(New Readers Press)

This resource book contains 61 easy-to-use activities to assist new or experienced ESL tutors. Activities include teaching basic vocabulary through Total Physical Response, using rubber bands to improve stress and rhythm, and developing role-playing from basic dialogs. Also includes important background information on language acquisition and cross cultural issues. (Available for purchase)



The Adjective Wheel

(ManLea Enterprises)

This handy tool saves you time when you need the correct form of an adjective. Around the circumference of the outer circle are 84 commonly used adjectives in their absolute form. Turn the pointer of the inner wheel to obtain the desired adjective for its equative, comparative and superlative. (Available for checkout only)



The Wizard Wheel

(ManLea Enterprises)

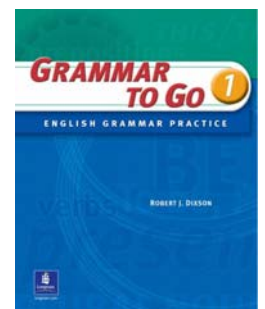
Don't search any further when seeking different tenses of verbs. *The Wizard Wheel* introduces 130 most commonly used irregular verbs: 100 on the front wheel, 30 on the back, plus a bonus of 13 Modal Auxiliaries. Simply align the arrow with the selected simple form of the verb on the outer wheel and obtain all forms in just one window. (Available for checkout only)



Grammar to Go

(Pearson Education/Longman)

The *Grammar to Go* series offers focused, streamlined practice in the fundamentals of the English language. This is a three level series for beginning, intermediate and advanced students. Grammar to Go is not designed to be used alone but rather as a course supplement, give needed variety to tutoring lessons, or provide additional drill material on important points of grammar and usage. (Available for checkout only)



Flipping Phonics (New Readers Press)

Your students will flip over this one! Aimed at students with a reading level of 0 – 3, *Flipping Phonics* is a fun way for students to:

- practice decoding skills
- gain confidence to attack new words
- increase sight vocabulary

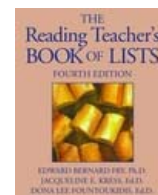
Thousands of letter combinations can be formed by flipping over each card containing either a consonant or a vowel element. *Flipping Phonics* is an excellent supplement for students in Foundation level or level 1 of *Voyager: Reading and Writing for Today's Adults* and level 1 of *Challenger: Adult Reading Series*. (Available for checkout only)



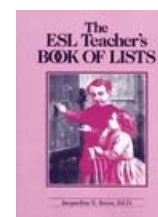
Lists, Lists, and More Lists

If you're looking for some time-saver resources to help you develop and plan your weekly tutoring sessions, then check out the following:

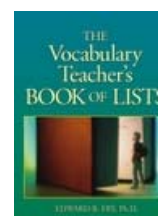
The Reading Teacher's Book of Lists, Fourth Edition places at your fingertips over 190 of the most used and useful lists for developing instructional materials and planning lessons for students. Lists include topics such as phonics rules, useful words, easily confusable words, games, book lists, etc. The book also contains a section on the Internet.



The ESL Teacher's Book of Lists provides 80 practical lists for developing lessons to teach American English grammar, vocabulary, pronunciation, and writing skills to English-as-a-Second Language students of all ability levels. The book also contains the 500 most frequently used words in the English language.



The Vocabulary Teacher's Book of Lists is an expansion of *The Reading Teacher's Book of Lists*, with an emphasis on vocabulary building. The book has lists with root words, prefixes and suffixes, common terms in various subject areas, homophones, etc. This is a great tool to use to increase a student's vocabulary level.



All the lists in these books can be photocopied for use with individual students or small groups. (Also available for checkout)

Livewire Chillers

Chillers is a series of thrilling stories full of suspense. Each story has a twist to chill the bravest of hearts. Designed for teenagers with low reading levels, this series can easily engage the interest of an adult literacy student with reading levels 1-5. (Available for checkout only)

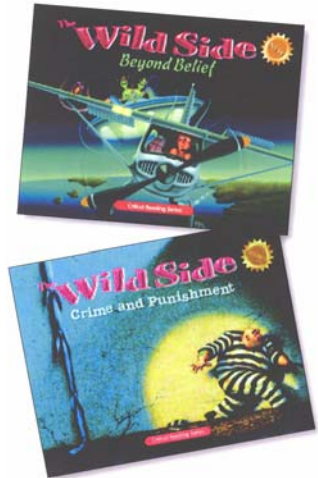


The Wild Side

(Jamestown Publishers)

The Wild Side is a set of nine books featuring amazing, strange, and unbelievable nonfiction selections that students will want to read. Titles in this series include:

Beyond Belief
Close Calls
In the Line of Duty
Angry Animals
Bizarre Endings
Crime and Punishment
Extreme Sports Total Panic
Weird Science



Each book includes exercises and activities that improve reading comprehension and critical thinking skills. Designed for students with a fourth to sixth grade reading level, each book also comes with three self-scoring graphs in each book that track progress in reading speed, comprehension, and critical thinking.

The *Teacher Notes* contain important background information and an answer key, and are helpful resource designed to accompany the student texts. (Available for checkout only)

ReadingWise

(New Readers Press)

ReadingWise is an eight-level (reading levels 1-8) supplemental reading program for explicit comprehension strategy instruction.

ReadingWise has the flexibility to be used independently or in conjunction with any core reading series, including: *Voyager: Reading and Writing for Today's Adults*, *Challenger*, and *Laubach Way to Reading*.

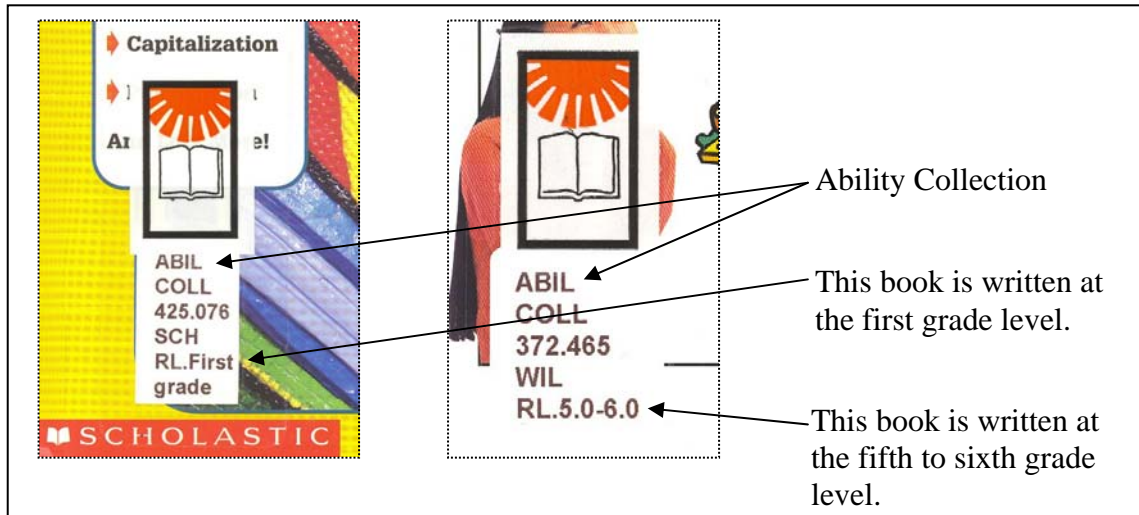
Lessons are based on a variety of readings students want and need to use in their daily lives such as: newspaper articles, how-to instructions, charts and graphs, workplace documents first aid advice, and much more.

ReadingWise helps students acquire comprehension skills, beginning with the most basic levels of word-reading ability. It also helps students learn to consciously select and use appropriate strategies when they recognize comprehension problems. Most strategies appear at all eight levels. However, they are applied in increasingly sophisticated ways, using longer, more complex text. (Available for checkout)



Ability Collection

Books in the Indy Reads office comprise the “Ability Collection.” The Ability Collection contains books and workbooks that are relevant to adults, but written at a lower level. These books are available for check out with an IMCPL library card. Each book is bar coded and marked with the approximate reading level (see box below).

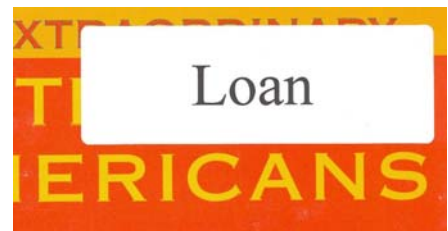


Checking Out Items

If you are interested in checking out a book (or books) from the Ability Collection, an Indy Reads staff member will assist you during regular office hours. If you are in the office in the evening, please fill out a pink slip (located in several places on the bookshelves) with your library card bar code information as well as the bar code numbers from EACH of the items you wish to check out.

LOAN Items

Items in the LOAN section are borrowed on an “honor system.” These books have a white sticker on the front that says **LOAN**. These books can be borrowed without checking them out on your library card and used for any length of time – just be sure to return them for others to use when you are done.



Following are materials available in the Indy Reads office, by category (from top to bottom, starting at the far left bookshelf):

- *ESL materials
- Tutor strategies
- Workbooks (*Challenger, Reading for Today, etc.*)
- Literacy program information
- Literacy student writings
- Fiction – classics
- Fiction
- Shakespeare
- Myths and legends
- Bible stories
- Bibles
- Children and families
- Dictionaries
- Spelling and Writing
- Grammar
- Reading skills
- Math
- Science and animals
- Phonics
- Reading
- Life skills
- Job skills
- Careers
- Sports and games
- Health and safety
- Books on tape
- Black history and biography
- Biographies
- U.S. history
- World history and culture
- *Laubach* books on tape
- *LOAN materials
- *Workbooks for purchase
- *Free stuff

(*These materials constitute an entire bookshelf.)

Please don't hesitate to contact an Indy Reads staff member if you have questions about materials to use with your student.

June 2006
**Additional
Materials & Workbooks**

Grammar Wise
(New Readers Press)



Grammar Wise is designed to teach basic grammar to beginning-level ESL students. It is an excellent supplement to any ESL materials

Each unit focuses on one grammar point.

Students learn a grammatical structure with the help of model sentences, followed by controlled and free-response exercises.

A wide variety of exercises enhance learning effectiveness.

Dictation exercises provide aural practice. Other exercises provide writing and speaking opportunities and include multiple-choice, error correction, fill-in, sentence formation using key-word prompts, and sentence completion.

Sentences contain familiar, relevant information.

High-interest topics such as history, geography, and human behavior bring added meaning for students.

Lessons include opportunities for real-life application.

Through writing tasks and conversations about their experiences, students internalize use of the grammar points they have learned.

Content is recycled throughout the text.

Grammar points and vocabulary presented in earlier units appear in different contexts later on for added reinforcement.

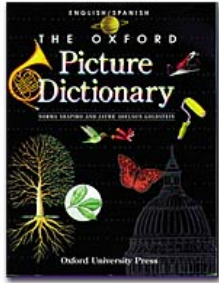
Grammar Handbook appendix serves as a helpful tool.

This handy reference for students expands on the presentation of each structure taught in the lessons.

(Available for checkout)

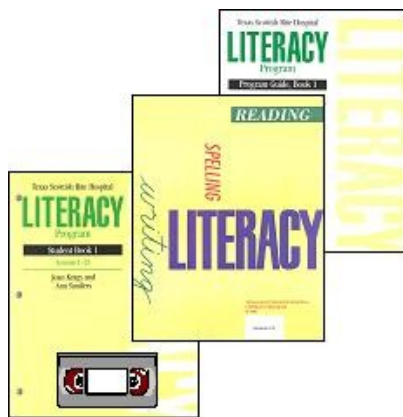
The Oxford Picture Dictionary

(Oxford University Press)



The Oxford Picture Dictionary, aimed at beginning to intermediate level students, has more than 3,700 words in full color, each in defined context. A variety of exercises are included on most pages of the dictionary. (Available for checkout)

Texas Scottish Rite Literacy Program



Texas Scottish Rite Literacy Program is designed to teach reading, writing, and spelling to beginning level students. The program includes 160 tapes, each approximately 55 minutes long. The curriculum is presented in a structured and sequential manner, utilizing a multi-sensory approach to learning and heavy emphasis on phonics. It is especially designed for adults with learning disabilities such as dyslexia.

The ideal setting is with a small group of students but can easily be used in a one-on-one tutoring session. Minimal preparation is needed. Tutors/Teachers reinforce each lesson and help individual students as the tapes are viewed.

The program requires access to a video player and TV. Contact an Indy Reads staff member to learn more about using this program.