

@ABCD2SCo

TAP INTO WORKPLACE LITERACY

Informational Intro
GATESOL: Adult
Education
February 2021

Shawn Slakk,
CLO, ABCDSS Consulting Consortium

www.ABCD2SCo.com
@ABCD2SCo

1

@ABCD2SCo

Teach Apply Practice

Agenda:
TAP Context
Listening
Vocabulary
Application

©2019 ABCDSS Consulting

2

@ABCD2SCo

The goal of most adult education programs is to improve the economic mobility & job preparedness of learners, to help them “integrate” into their new country.

CONTEXT FOR TAP

©2019 ABCDSS Consulting

3

@ABCD2SCo

- ✚ College and Career Readiness Standards for Adult Education (U.S. Department of Education, 2013)
- ✚ English Language Proficiency Standards for Adult Education (OCTAE, 2016)
- ✚ Strengthening Career and Technical Education for the 21st Century Act (Perkins V, July 1, 2019)

STANDARDS & EXPECTATIONS

©2019 ABCDSS Consulting

4

@ABCD2SCo

In the end, language learning is language learning, right?
Doesn't workplace literacy involve these?

- ✓ vocabulary, reading, and writing
- ✓ speaking and listening

FOUNDATIONS & COMPONENTS

©2019 ABCDSS Consulting

5

@ABCD2SCo

BILINGUAL LEARNERS

Bilingual learners in the workplace are an asset.

“Multilingual problem solvers have multiple perspectives on how to solve the problems.”


Roberto J. Sanchez, Deputy Director for Foreign Language, Office of the Under Secretary of Defense for Intelligence

©2019 ABCDSS Consulting

6

@ABCD2SCo

A discrete skill that must be explicitly taught



LISTENING COMPREHENSION


©2019 ABCDSS Consulting

7

@ABCD2SCo

Active Nature of Listening

It's exhausting! Easily prone to fail due to too many unknown words, too large an amount at one time, and too long of a time to hold information in short-term memory.



Non-verbal LISTENING COMPREHENSION

www.ABCD2SCo.com @ABCD2SCo (Lemis, Miller, & Soro, 2017)


8

@ABCD2SCo

LISTENING COMPREHENSION
Non-verbal

Paralinguistic Features

- gestures & body language



Probabilistic Reasoning

- predicting & unpacking (assuming) what's next
 - With the frame, "What kind _____ ...?"
What did you fill in the blank with?
- rising intonation (What do you expect?)

9

www.ABCD2SCo.com @ABCD2SCo (Lemis, Miller, & Soro, 2017)

9

@ABCD2SCo

+ Syllable Stress
Lettuce is in the produce aisle. VS. Bees produce honey.

+ Contrastive Stress
I love you. – I love you. – I love you. – I love you?

+ Intonation (vocalization of meaning)

The students followed all the rules. (statement)
The students followed all the rules? (confirmation)

Stress & Intonation
LISTENING COMPREHENSION

10

www.ABCD2SCo.com @ABCD2SCo

10

@ABCD2SCo


VOCABULARY

Recognize it

Explore it

Apply & practice it

Live it & use it to learn it



11

www.ABCD2SCo.com @ABCD2SCo

11

@ABCD2SCo

REAL VOCABULARY WORKPLACE READINESS

- ✓ Vocabulary = comprehension = procedural & professional knowledge
- ✓ Procedural & professional knowledge = success

12

©2019 ABCDSS Consulting

12

@ABCD2SCo

WHY IS VOCABULARY IMPORTANT?

Command of a large vocabulary frequently sets high-achieving entrepreneurs and employees apart from less successful ones.

1
3

(Montgomery, 2000)

13

@ABCD2SCo

K-12 students need 3,000 - 5,000 new words to advance to the next grade level.

How many words do adult learners need to function at work and in the community?

WHY IS VOCABULARY IMPORTANT?

1
4

(Carey, 1978, Senechal & Cornell, 1993)

14

@ABCD2SCo

VOCABULARY
Tasks, Activities, & Text Complexity

Some bilinguals enter the workforce with smaller reserves of vocabulary.

Practice helps address this vocabulary need early & explicitly!

- ✓ Provide more targeted (explicit) instruction.
- ✓ Focus on Tier 2 vocabulary to help access tasks & activities at all levels.

1
5

(©2019 ABCDSS Consulting)

15

@ABCD2SCo

Success on the job site or at the office involves:

- ✓ interviewer-applicant, employer-employee, client-technician discourse
- ✓ Instructions, processes, & goals
- ✓ Reading/writing orders or invoices

WORKPLACE LANGUAGE

1
6

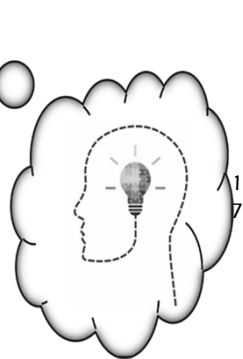
(©2019 ABCDSS Consulting) [Calderón & Slakk, 2019]

16

THINK ABOUT IT

How many words are the learners in your classes learning per year?

How much job-related reading & writing do they do in class?

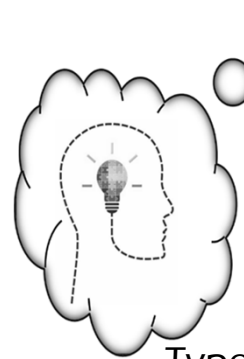


©2019 ABCDSS Consulting

17

THINK ABOUT IT

What vocabulary do adult learners of English with limited language & literacy in their home/native/heritage language need? For work? For life in the community?



Type an answer in the chat box.

©2019 ABCDSS Consulting

18

SOURCES FOR VOCAB TO TEACH: A MENTOR TEXT

Any piece of text used for a lesson

- ✓ Source: vocabulary for previewing
- ✓ Exemplar: language usage - grammar, writing function/structure

Workplace?

- job listing, application, employee manual, memo, work order, cooking directions ... What else?

©2019 ABCDSS Consulting (Calderón & Slakk, 2019)

19

Vocabulary Subcategories

<p>Tier 3 Technical words</p> <p>Tier 1 Everyday words for civility & survival</p>	<p>Tier 2 Information & processing words Polysemous words Sophistication, specificity, or precision Connectors & transition words Phrasal clusters Idioms, metaphors, similes, puns, & collocations Sentence & question starters</p>	<p>1 8</p> <p>2 0</p>
--	--	-------------------------------

TIERS 3, 2, & 1


www.ABCD2SCo.com @ABCD2SCo (Beck, McKeown, & Kucan, 2013; Calderón & Slakk, 2019)

20

TIER 3
Specific or Technical Words

What technical vocabulary might your students need help with?

- ✓ HVAC technicians?
- ✓ Certified nursing aides?
- ✓ Auto mechanics?
- ✓ Seamstresses?
- ✓ Waiters/waitresses?
- ✓ Daycare providers?



Remember: Tier 3 words are explained by using Tier 2 words; thus, if you teach Tier 2 words

www.ABCD2SCo.com @ABCD2SCo

21

THINK

What are some implications of the Tier 2 & 3 vocabulary needs of my students for:


- my planning?
- my instruction?
- my classroom?
- my program?

©2019 ABCDSS Consulting

22

STRUCTURE OR FUNCTION WORDS
Words that hold content words together

“Function words account for less than one-tenth (1/10th) of 1 percent of your vocabulary but make up almost 60 percent of the words you use?”



James Pennebaker
Social psychologist & language researcher

www.ABCD2SCo.com @ABCD2SCo

23

STRUCTURE OR FUNCTION WORDS
Words that hold content words together

The **sly brown fox jumped gracefully** over the **lazy dog** and **cat**.



www.ABCD2SCo.com @ABCD2SCo

24

@ABCD2SCo

TIER 2
Cognates?

converse <i>conversar</i>	declare <i>declarar</i>
specify <i>especificar</i>	pronounce <i>pronunciar</i>
comment <i>comentar</i>	describe <i>describir</i>
announce <i>anunciar</i>	debate <i>debatir</i>
mention <i>mencionar</i>	discuss <i>discutir</i>
communicate <i>comunicar</i>	proclaim <i>proclamar</i>
reveal <i>revelar</i>	articulate <i>articular</i>
dialogue <i>dialogar</i>	question <i>cuestionar</i>
verbalize <i>verbalizar</i>	pontificate <i>pontificar</i>

©2019 ABCDSS Consulting

25

@ABCD2SCo

TIER 2
Question Starters

Can you help me _____?	How much time do we have for _____?
Excuse me, I don't understand _____.	Please repeat that.
Where is/are _____?	<div style="background-color: #333; color: white; padding: 10px; text-align: center;"> What questions might your students need to ask clients or employers? </div>
How do I _____?	
Where do I _____?	
May I ask a question?	

©2019 ABCDSS Consulting

26

@ABCD2SCo

After text-based, a.k.a. workplace vocabulary instruction and practice, they are ready to read using job-based mentor texts & write in real-world settings!

See the Chat Box for an excerpt from our recent publication for more information about how to move into reading & writing with workplace literacy.

Slakk, S., & Peyton, J. K. (2020). TAP into workplace-literacy with LESLLA learners. In N. Pettitt, R. Farrelly, & A. Elson (Eds.), *Literacy education and second language learning for adults (LESLLA): Bridging theory and practice* (pp. 126-146). LESLLA.

www.ABCD2SCo.com @ABCD2SCo

27

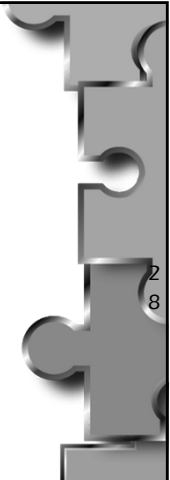
@ABCD2SCo

THINK

Who would benefit from the TAP model?

How could you apply these elements to your program?

- IEP?
- IRC?
- Employee training?
- Others?



©2019 ABCDSS Consulting

28

@ABCD2SCo

QUESTIONS?

abcd2sco.com

Thank you!

Shawn

CONTACT INFO

www.ABCD2SCo.com
@ABCD2SCo

Shawn@abcd2sco.com



29