Teaching Writing to Adults

The books in this catalog provide a rich set of resources covering all aspects of teaching writing. While the books have been grouped to make the list easier to browse, many of them are useful across the writing curriculum.

All books in this list are in paperback format and are in English unless indicated otherwise.

For Absolute Beginners

A is for Adult
An Alphabet Book for Adults
This is the first of three curriculum guides developed from classes and activities at the Second Start Adult Literacy Program in Oakland. They reflect topics that learners asked for and classes and projects in which they participated.

"A is for Adult" evolved from an art and literacy class. The learners in the class created the alphabet and brainstormed the words accompanying each letter. In addition to the alphabet and words, there are a series of activities that allow learners to add their own words to the word list, use the dictionary, create sentences, learn about alphabetizing, and work on word puzzles.

This is a beautiful book that makes an important addition to the resources needed by beginner readers and writers. Illustrated in full color.

Price: $15.00
Publisher: Oakland Public Library
Series: Curriculum Guide # 1
ISBN: 1-928836-07-0
Year of Publication: 1999
Place of Publication: Oakland, CA, USA
Length/Size: 48 pages, 8.5 x 11 inches, portrait
Peppercorn Title #: 580-0001

Start with A
A Beginner’s Guide to the Alphabet
by A.M. Chabot

"Start With A’ is a reproducible activity book that introduces the 26 letters of the alphabet. It introduces each letter individually and provides practice activities in letter formation. This is done firstly by using shadow letters, and later in the lesson by allowing students to write the letters freehand. ‘Start With A’ is amply illustrated, using pictures to move from letter and word recognition toward letter and word production. The alphabet will become familiar to users through matching exercises, cloze exercises, word tic-tac-toe puzzles, connect the dots illustrations, and more.

Price: $29.95
Publisher: Full Blast Productions
Year of Publication: 2000
Place of Publication: Virgil, ON, Canada
Length/Size: 104 pages, 8.5 x 11 inches, portrait
Format: spiral-bound, reproducible
Peppercorn Title #: 760-0030
Mainly for Students

Fearless Freewriting
by Sharon, Barb and Alice
"Fearless Freewriting" is a comforting instruction book written by adult learners for adult learners. It provides a very clear explanation of the technique: "Freewriting is putting words on paper without worrying about grammar or spelling or getting things right." The book addresses common fears about writing and how to overcome them, and talks about the advantages of freewriting.

The authors point out the benefits to learners not only in their writing, but also in their personal lives. "When the words you write come from your own thinking, then writing is a way to express yourself. We find that freewriting helps us to learn about the things that are on our minds." They offer both suggestions for teachers using freewriting in class and encouragement for reluctant writers.

Written by adult learners, this book is clear and simple and will be useful to anyone, whether teacher or learner, native speaker or not. Not only practical, this book has a lot of personality.

Price: $6.00
Publisher: Learning at the Centre Press
ISBN: 0-9687155-0-8
Year of Publication: 2000
Place of Publication: Edmonton, AB, Canada
Length/Size: 24 pages, 5.25 x 8.25 inches, portrait
Peppercorn Title #: 701-0003

I Never Wrote A Letter
Because....
Letter Writing for the Reluctant or Beginning Writer
by Joyce Mende Wong
"I Never Wrote a Letter Because..." grew out of a pen pal project with learners in Kenya (Africa). Participants discovered that even writing the simplest letter posed difficulties. When asked why, they said "Because I don't read, so I don't write. Writing letters is too much right now."

This workbook and exercises will enable learners to write their own letters right away. Tutors can assist their learners step-by-step.

Price: $15.00
Publisher: Oakland Public Library
Series: Curriculum Guide # 3
ISBN: 1-928836-09-7
Year of Publication: 1999
Place of Publication: Oakland, CA, USA
Length/Size: 48 pages, 8.5 x 11 inches, portrait
Peppercorn Title #: 580-0003

To Write?...Too Right!
by P. Bosard, J. Holiway, & J. Mackey
A popular resource book for adult learners who would like to write but do not know how to go about it. Written for students who wish to improve their written communication and creative writing skills, this well-designed teaching resource covers four main areas: writing for yourself; writing to communicate to others, including process and purpose; ideas to write about; and a help section with advice on structure, punctuation, spelling and editing.

The style and layout are clear and user-friendly, and material is completed with a personal dictionary, so learners can compile their own word lists.

Price: $20.00
Publisher: Language Australia
Year of Publication: 1997
Place of Publication: Melbourne, Australia
Length/Size: 108 pages, A4, portrait
Format: spiral bound
Peppercorn Title #: 800-0003
Teaching Writing to Adults

Mainly for Teachers

**An Invitation to Write**  
*by Richard Krawiec*

Used by adult educators in over 30 states, this book contains dozens of activities and samples of student writing guaranteed to engage even the most reluctant learner.

Price: $15.00  
Publisher: Voices Community Press  
ISBN: 0-9640528-3-0  
Year of Publication: 1997  
Place of Publication: Raleigh, NC, USA  
Length/Size: 156 pages, 5.5 x 8.5 inches, portrait  
Peppercorn Title #: 540-0007

Propriety and Possibilities  
**Writing in Adult Basic Education Programs**  
*by Helen Woodrow & Mary Norton*

Harrish Press in Newfoundland has published a pair of books arising from a writing project with people made unemployed by the sudden collapse of the North Sea fishing industry in 1992. The project began with workshops in seven coastal communities. About 140 people from ABE programs participated in sessions at fire halls, motels, community centers and former convents to discuss their feelings about writing and to create communities of writers.

'Propriety and Possibilities’ takes us through the processes used in the writing project and in doing so offers us a wealth of techniques, strategies and insights into the process of learning and teaching writing.

Companion book: ’A Newfoundland Spell’ (710-0000).

Price: $9.50  
Publisher: Harrish Press  
ISBN: 0-9681338-1-9  
Year of Publication: 1996  
Place of Publication: St Johns, NF, Canada  
Length/Size: 64 pages, 7 x 9.25 inches, portrait  
Peppercorn Title #: 710-0001

Writing Curricula

**Friends, Families and Folk Tales**  
*A Collection of Students' Writing with Activities for English Language Development*  
*by Marina Spiegel & Helen Sunderland, eds.*

Thirty texts written by students from all over the world. Each text is accompanied by questions for discussion and ready to use reproducible worksheets with activities for practicing reading, writing and grammar. Very popular with ESOL teachers.

Price: $25.00  
Publisher: London Language & Literacy Unit  
Year of Publication: 1997  
Place of Publication: London, UK  
Length/Size: 132 pages, A4, portrait  
Format: spiral bound, reproducible  
Peppercorn Title #: 930-0004

**Jigsaw Reading and Writing Activities**  
*by John Sivell and Lily Yang*

This reproducible activities kit emphasizes academic reading, writing and discussion skills. The book concentrates on realistic writing, not just exercises. Drills and practice focus on specific language points, in preparation for much freer writing activities. The object is for students to develop their own arguments about subjects that matter. Includes extensive Teachers’ Notes on how to use the materials.

Price: $39.95  
Publisher: Full Blast Productions  
ISBN: 1-895451-10-8  
Year of Publication: 1993  
Place of Publication: Virgil, ON, Canada  
Length/Size: 172 pages, 8.5 x 11 inches, portrait  
Format: spiral-bound, reproducible  
Peppercorn Title #: 760-0023
# Teaching Writing to Adults

## Writing Curricula

### Working Words
**A User's Guide to Written Communication at Work**

*by Jan Hagston*

Aimed at writers of workplace documents—trainers, managers, supervisors, union representatives or writers of training manuals—but also useful for people who want their writing to be clear and easily understood. Covers: the things writers need to think about before they write; how to structure a document; how language can be used to make a document easier to understand; how to produce documents that look better and are easier to read; and, the importance of piloting documents before use. Updated from the 1994 edition by the original author, formerly Jan Kindler.

Price: $24.00  
Publisher: Language Australia  
ISBN: 0-7306-6018-4  
Year of Publication: 2001  
Place of Publication: Melbourne, Australia  
Length/Size: 76 pages, A4, portrait  
Format: paperback  
Peppercorn Title #: 800-0077

### Write to Work
**by Richard Krawiec**

This book contains a 10-unit curriculum that will help your students develop the critical thinking, decision making and teamwork skills they'll need if they are to find and hold jobs. This program has been wildly successful with a variety of learners, including single mothers, homeless people, recovering addicts, and students in ESL, adult high school, and GED programs.

Price: $10.00  
Publisher: Voices Community Press  
ISBN: 0-9640528-4-9  
Year of Publication: 1998  
Place of Publication: Raleigh, NC, USA  
Length/Size: 45 pages, 5.5 x 8.5 inches, portrait  
Format: spiral bound, reproducible  
Peppercorn Title #: 540-0009

### The Cool Books File
**A Guide to Creating Resources with Adult Learners in Prison**

*by Patricia Duffin & Stella Fitzpatrick*

"The Cool Books File" is an curriculum guide to accompany the Cool Books series. It came out of the Writers in Prison Network in the UK and will help educators to use the experiential approach in the teaching of reading and writing. The Cool Books File can be used as a source of ideas or as a complete curriculum.

The Cool Books series are short, original and extremely powerful readers which have been developed by and for prisoners with basic skills needs. The stories were written and selected by prisoners and the subject matter reflects their lives and is wholly relevant for basic learners in correctional facilities. The "Cool Books Collection" (940-0086) includes the Cool Books File and all eight of the Cool Books.

Price: $65.00  
Publisher: Gatehouse  
Series: Cool Books  
ISBN: 0-906253-43-8  
Year of Publication: 2001  
Place of Publication: Manchester, UK  
Length/Size: 92 pages, A4  
Format: spiral bound, reproducible  
Peppercorn Title #: 940-0085
### Getting There
*Producing Photostories with Immigrant Women*

*by Deborah Barndt, Ferne Cristall & Dian Marino*

"Getting There" is the story of immigrant women surviving in a new culture. It provides an introduction to a collective method of learning based on personal and social experience, through creating "photostories". The authors are community workers and activists committed to alternative forms of education. A Peppercorn favorite. This book is an adult education classic that is still as fresh and relevant today as when it was first written.

**Price:** $15.00  
**Publisher:** Between the Lines  
**ISBN:** 0-921284-29-1  
**Year of Publication:** 1982  
**Place of Publication:** Toronto, Canada  
**Length/Size:** 110 pages, 11 x 8.5 inches, landscape  
**Peppercorn Title #:** 730-0002

### Home
*The Home Project Writing Curriculum Guide*

*by Jereann King, ed.*

The concept of home is a universal, though not monolithic, one, and this curriculum guide uses this concept as a springboard to creating some potentially powerful learning opportunities. This guide suggests ways to use oral histories and photographs for lessons in writing, reading and critical thinking. Among the sample lessons there are many involving the arts, including writing poetry, filming a home video, and creating a paper quilt. The common concept of home is a particularly useful theme for finding links across cultures.

**Price:** $20.00  
**Publisher:** Literacy South  
**ISBN:** 1-893547-12-4  
**Year of Publication:** 2000  
**Place of Publication:** Durham, NC, USA  
**Length/Size:** 117 pages, 8.5 x 11 inches, portrait  
**Peppercorn Title #:** 500-0044

### Then and Now
*A Training Pack for Reminiscence Work*

*by Patricia Duffin*

This is a unique training pack for use by anyone interested in working with older people. The author provides useful tips about working with a group, guidelines for planning and setting up a group, ideas for stimulating memory, talk, writing, and much more. The pack includes case studies, an eye-catching poster, and a copy of "Day In, Day Out", a book of reminiscences by women in a Manchester hospital.

**Price:** $60.00  
**Publisher:** Gatehouse  
**ISBN:** 0-906253-33-0  
**Year of Publication:** 1992  
**Place of Publication:** Manchester, UK  
**Length/Size:** A4, portrait  
**Format:** shrink-wrapped  
**Peppercorn Title #:** 940-0020

### Opening Time
*A Writing Resource Pack Written by Students in Basic Education*

*by Gillian Frost & Chris Hoy, eds.*

Written by basic education students, this writing resource pack consists of fourteen loose-leaf sections focusing on various aspects of the writing process. Topics include expressing feelings, influencing others, overcoming obstacles, and group work. Each section has guidelines on how to use the material and a cross-referencing system to topics in other sections. Includes illustrations and photographs.

**Price:** $75.00  
**Publisher:** Gatehouse  
**ISBN:** 0-906253-18-7  
**Year of Publication:** 1992  
**Place of Publication:** Manchester, UK  
**Length/Size:** 341 pages, A4, portrait  
**Format:** loose-leaf  
**Peppercorn Title #:** 940-0027
Teaching Writing to Adults

Writing Curricula

Writing Works
Using a Genre Approach for Teaching Writing to Adults and Young People in ESOL and Basic Education Classes
by Marina Spiegel & Helen Sunderland

This is a practical workbook which adapts and uses some of the approaches of genre theory for the teaching of writing to adult ESOL and Basic Skills students. It has nine units exploring different types of text or genres: descriptions of people, descriptions of places, narratives, folk tales, formal letters, applying for jobs and school, reports, discussion essays, and comparative essays. Each unit has texts and exercises at both foundation and intermediate levels.

Price: $28.50
Publisher: London Language & Literacy Unit
Year of Publication: 1999
Place of Publication: London, UK
Length/Size: 136 pages, A4, portrait
Format: spiral bound, reproducible
Peppercorn Title #: 930-0011

Writing with Children and in Family Literacy Programs

Writing Funshop
by Richard Krawiec

The author writes, "Every caring parent, every teacher, believes it's important for children to learn how to write, and to enjoy it. Yet, beyond reading a book, or teaching children how to form the letters of the alphabet, adults are often at a loss as to how to teach writing to young children. Even in many family literacy programs, writing activities for children often consist of little more than showing them how to use scissors, paper and crayons."

In "Writing Funshop", Richard Krawiec shares his experience of teaching writing workshops to children. Whether you're a parent at home with one child or a teacher with 30 children in your classroom, this book is designed to help you teach children to discover the connection between writing and fun.

Spanish version also available: "Escribir es Divertido" (540-0013).

Price:
English: $18.00
Spanish: $18.00
Set of two: $30.00
Year of Publication:
English: 1998
Spanish: 1999
Publisher: Voices Community Press
Place of Publication: Raleigh, NC, USA
Length/Size: 69 pages, 8.5 x 11 inches, portrait
Peppercorn Title #: English: 540-0012
Spanish: 540-0013
Set of two: 540-0014
ISBN:
English: 0-9640528-6-5
Spanish: 0-9640528-7-3
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<td><strong>Helping My Child with Reading and Writing</strong></td>
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<td>Family Learning Course Materials</td>
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<tr>
<td>by Shan Rees &amp; Foufou Savitsky</td>
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<td>The materials in this pack are based on courses run by the London Language and Literacy Unit for parents and carers. The course aims to raise awareness among parents of the methods and approaches involved in teaching children to read and write in school so that they can better support their children's literacy development. The book contains 20 session outlines with activities presented in a readable, accessible way with illustrations, tables, exercises, and quizzes. Multi-cultural, multi-lingual dimensions are fully addressed. If used as a course, it is intended to run over 20 weeks.</td>
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| **Helping Children with Spelling** |
| by Cynthia Klein & Helen Sunderland |
| This booklet shows parents some practical ways to help their children memorize spellings and gives information on how to set up a spelling program to use with children. An excellent resource for family literacy programs. |
| Price: $5.50 |
| Publisher: London Language & Literacy Unit |
| Year of Publication: 1994 |
| Place of Publication: London, UK |
| Length/Size: 16 pages, A5, portrait |
| Peppercorn Title #: 930-0008 |

| **Grammar and Spelling** |
| **Starspell (software)** |
| A Spelling Odyssey |
| by Richard Marriott |
| This popular program based on the "look, cover, write, check" method is an extended version of the well-established Starspell program. It includes over 300 word lists, covering more than 2,500 words, all spoken and many illustrated. The fonts and print size are designed for the beginner learner; however, both can be changed, and the material can be adapted by the teacher to provide new word lists, sounds and pictures. The spellings can also be adapted. Worksheets can be printed to provide further practice. Starspell keeps records for each user, and all can have their customized settings. |
| The package includes a "User Guide" which explains how to operate "Starspell" and a "Spelling Guide" which gives more details about using "Starspell" in the classroom. |
| Price: $100.00 |
| Publisher: Fisher-Marriott Educational |
| ISBN: None |
| Year of Publication: 2001 |
| Place of Publication: UK |
| Length/Size: , A5 |
| Format: spiral bound |
| Peppercorn Title #: 917-0001 |

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Teaching Writing to Adults

**Grammar and Spelling**

**The Power Drill Grammar Book**  
*70 Reproducible Lessons*  
*by John Kooistra & Alison Kooistra*  
This fully reproducible book offers 70 lessons on basic grammatical structures, common usage problems, fundamentals of punctuation and elementary paragraph writing skills.

The sample sentences are in step with modern times (computers, video games, etc.) and the grammar is simple, clear, up-to-date, and focused on students' primary needs.

"The Power Drill Grammar Book" aims to combine enjoyment with learning. A great supplement to any writing or ESOL class. Includes an answer key.

A sequel addressing more advanced grammar is available: "The Power Slam Grammar Book" (760-0034).

Price: $29.95  
Publisher: Full Blast Productions  
Year of Publication: 2000  
Place of Publication: Virgil, ON, Canada  
Length/Size: 74 pages, 8.5 x 11 inches, portrait  
Format: spiral-bound, reproducible  
Peppercorn Title #: 760-0024

**The Power Slam Grammar Book**  
*60 Reproducible Lessons*  
*by John Kooistra & Alison Kooistra*  
Sequel to "The Power Drill Grammar Book" (760-0024). The units "focus on students' primary needs: error correction of their writing and speech, and expansion of their range of expression without requiring the memorizing of grammar terminology." Six units focus on parts of speech, sentence construction (statements, negations, questions, answers, and commands), usage problems, and a range of verb tenses.

Lessons include individual and group work, written and oral work, serious input and fun activities. Includes an answer key.

Price: $32.95  
Publisher: Full Blast Productions  
ISBN: 1-895451-41-8  
Year of Publication: 2001  
Place of Publication: Virgil, ON, Canada  
Length/Size: 112 pages, 8.5 x 11 inches, portrait  
Format: spiral-bound, reproducible  
Peppercorn Title #: 760-0034
Grammar and Spelling

The Verb Well: Book 1
A Thematic Introduction to Verbs, Verb Forms and Verb Use
by Chirawibha Sivell and John Sivell
"Regular verbs, irregular verbs, two-word verbs... 'The Verb Well' covers them all! 'The Verb Well' is a reproducible illustrated compendium of verbs, verb forms and verb use (150 verbs). Thematic ally arranged so as to promote meaningful use and effective recall, 'The Verb Well' introduces learners to the formal variations and the grammatical patterns required for accurate utilization of a carefully selected range of essential verbs and also displays representative contexts in which these verbs are likely to be encountered in real life.

A valuable reference for students when difficulties arise, and a practical core text for the systematic study or review of English verbs, 'The Verb Well' will be one of those indispensable books you keep coming back to again and again."

The Verb Well: Book 2
A Thematic Introduction to Verbs, Verb Forms and Verb Use
by Chirawibha Sivell & John Sivell
"'The Verb Well: Book 2' covers 150 more verbs, chosen for utility and frequency of use. Reproducible with an answer key.

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And Also...

Literacy, Language & Community Publishing
Essays in Adult Education
by Jane Mace, ed.

Written by practitioners and researchers, the book contains eleven accounts of work in the adult education classroom and community settings. It focuses on the use of community publishing as an approach to adult learning and development in literacy and language education. An essential book for anyone interested in using student writing as a key element of the adult education curriculum.

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