

Staff Development

All the books and materials in this list are in English and in paperback format unless otherwise stated.

RESOURCES

Action Learning for Development Use Your Experience to Improve Your Effectiveness

by James Taylor, Dirk Marais & Allan Kaplan

This book shows how you can learn from your experience to enhance your creativity, insight and effectiveness as a person, an employee or a manager. It is a practical introduction to a new way of learning. Each chapter includes a do-it-yourself section with suggestions for putting the method into practice. It is especially useful for people working in non-profits and other organizations that often work in isolation and without access to effective training.

Price: \$12.50

Publisher: Juta & Company

ISBN: 0-7021-4196-8

Year of Publication: 1997

Place of Publication: Cape Town, South Africa

Length/Size: 74 pages, 6.75 x 9.5 inches, portrait

Format: paperback

Peppercorn Title #: 620-0001

Induction Program for Adult Literacy & Basic Education Personnel

by TAFE National Staff Development Committee

"This is an 18-hour professional development package designed for those working in adult literacy and basic education. Within the Framework for Professional Development of Adult Literacy and Basic Education Personnel, this package is designed as the first step in professional development, with the In-Service Course and Adult Literacy Teaching Course providing increasing depth in looking at various pedagogical aspects. The package covers an overview of literacy, changes since 1960 and resulting issues, professional responsibilities of ALBE personnel, teachers, learners and values, theory and practice in adult literacy and basic education programs, varied contexts and professional development.

"The package provides readings, presenter's notes and resources for use in the professional development activity."

Price: \$35.00

Publisher: Language Australia

ISBN: 0-642-19342-8

Year of Publication: 1995

Place of Publication: Melbourne, Australia

Length/Size: 96 pages, A4, portrait

Format: three-ring binder

Peppercorn Title #: 800-0043

Staff Development

In-Service Programs

Publisher: Language Australia
Year of Publication: 1995
Place of Publication: Melbourne, Australia
Format: 3-ring binder

In-Service Program for Ad. Lit. & Basic Ed. Personnel

Modules 1-4

by TAFE Ntnl. Staff Development Comm.

"In response to the Draft National Framework for Professional Development of Adult Literacy and Basic Education Personnel, staff in several states worked on this staff development package.

Module 1- Assessment, Placement & Referral focuses on: principles of good practice in client assessment; creating positive client assessment environments; selecting appropriate assessment tasks; and, preparing assessment profiles and reports.

Module 2- Developing ALBE Learning Programs focuses on: selecting appropriate information for planning from initial assessment; incorporating learner goals and objectives into program planning developing appropriate learning programs, and maintaining sound monitoring, assessment and evaluation procedures and keeping records.

Module 3- Managing an ALBE Learning Environment focuses on: selecting methods of learner interaction; adjusting teaching strategies to accommodate cultural factors which influence learning styles; the influence of gender differences on prior learning; selecting and using a variety of resources and applying principles of adult learning.

Module 4- Linking Theory & Practice focuses on: developing an understanding of theories of psycholinguistics and systemic functional linguistics, and applying pedagogics associated with theories."

Price: \$44.00
ISBN: 0-642-19317-7
Length/Size: 192 pages, A4, portrait
Peppercorn Title #: 800-0040

In-Service Program for Ad. Lit. & Basic Ed. Personnel

Module 5: Language in ALBE Teaching & Learning

by TAFE Ntnl. Staff Development Comm.

"The fifth module in the series... covers: Language as Social Process/Practice; Language and Gender; Language in the Workplace; Language and Maths; and, Language in Aboriginal Contexts."

Price: \$35.00
ISBN: 0-642-22598-2
Length/Size: 177 pages, A4, portrait
Peppercorn Title #: 800-0041

To see sample pages of each book please visit our website at www.peppercornbooks.com



Staff Development

In-Service Program for Ad. Lit. & Basic Ed. Personnel

Module 6: Using Technology

by TAFE Ntnl. Staff Development Comm.

"The sixth module in the series... A competency based program designed to raise awareness and increase competence in using technology in delivering ALBE courses. It gives an overview of technologies and covers evaluation of technologies and planning of practical workplace tasks. Case studies of effective applications are also included. The package includes an 8-minute video titled 'Switch on Learning: Using Technology in Adult Literacy and Basic Education'."

Price: \$35.00

ISBN: 0-642-21316-X

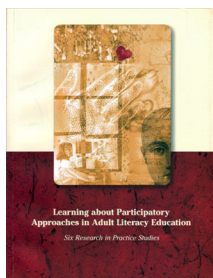
Length/Size: 65 pages, A4, portrait

Peppercorn Title #: 800-0042

Learning About Participatory Approaches in Adult Literacy Education

Six Research in Practice Studies

by Mary Norton & Grace Malicky, eds.



This book is the outcome of a *Participatory Approaches in Adult Literacy Education/ Research in Practice* project in Alberta, Canada, in 1998-1999, involving seven women adult educators. It outlines the roots, approach and methods of the project and contains six *Research in Practice* studies including:

- * Learning about Group Process in a Participatory Action Research Project on Computer Training.
- * Listening to Drum Beats Around a Northern Campus; Practitioner Based Research in a First Nations Community.
- * Changing Places: A Study About Factors That can Affect Sharing the Facilitator's Roles in a Women's Writing Group.
- * First Steps in Participatory Practice.
- * Challenges to Sharing Power in an Adult Literacy Education Program.
- * Why Don't People Come? Some Reasons for Non-Participation in Literacy Programs.

There are also two introductory chapters, *Participatory Approaches in Adult Literacy Education: Theory and Practice* and *Research in Practice*.

Price: \$25.00

Publisher: Learning at the Centre Press

ISBN: 0-9687155-3-2

Year of Publication: 2000

Place of Publication: Edmonton, AB, Canada

Length/Size: 210 pages, 8.5 x 11 inches portrait

Format: perfect bound

Peppercorn Title #: 701-0005

Phenomenal Changes Stories of Participants in the Portfolio Project

by Melody Schneider, et al.

The story of Literacy South's three year portfolio assessment project. *Phenomenal Changes* tells the story of the project in the words of the participants and explores outcomes, including some unexpected ones. This publication gives valuable insights into the richness of learning that can arise when teachers have an opportunity to reflect deeply about their work.

Price: \$20.00

Publisher: Literacy South

ISBN: 1-893547-00-0

Year of Publication: 1997

Place of Publication: Durham, NC, USA

Length/Size: 163 pages, 8.5 x 11 inches, portrait

Format: spiral-bound

Peppercorn Title #: 500-0028

Staff Development

Learning How to Mentor

by *Chris Winberg*

This book introduces the skills required to mentor beginner and more experienced teachers, to induct them into good teaching practices and act as resource people for other teachers. It explains the role of mentors and trainers, and what the difference is between reflecting on one's own learning and that of someone else. It discusses how to: build trusting relationships between mentors and teachers and how to encourage independent teaching practice in others.

Price: \$10.00

Publisher: Juta & Company

Series: The Teaching and Learning Series

ISBN: 0-7021-3891-6

Year of Publication: 1999

Place of Publication: Cape Town, South Africa

Length/Size: 100 pages, 6.75 x 9.5 inches, portrait

Peppercorn Title #: 620-0015

National Forum Report The Relationship Between Professional Development & Teacher Education in Adult Literacy & Basic Education

by *Nat'l Staff Development Committee for
VocEd & Trng*

"This is a report of a forum of State and Territory providers of ALBE professional development programs and teacher education. The aim of the forum was to move towards establishing the relationship between the two areas and for developing mechanisms for continuing the relationship."

Price: \$ 13.00

Publisher: Language Australia

ISBN: 0-642-21288-0

Year of Publication: 1994

Place of Publication: Melbourne, Australia

Length/Size: 31 pages, A4, portrait

Peppercorn Book Number: 800-0055

Teachers Learning An Evaluation of ABE Staff Development in Virginia

by *H.A. Fingeret & S. Cockley*

An evaluation focused on staff development as experienced by practitioners, *Teachers Learning* laid the groundwork for practitioner inquiry projects in Virginia.

Report

Price: \$15.00

Publisher: Literacy South

Year of Publication: 1992

Place of Publication: Durham, NC, USA

Length/Size: 96 pages, 8.5 x 11 inches, portrait

Format: spiral bound

Peppercorn Title #: 500-0006

Executive Summary

Price: \$7.50

Publisher: Literacy South

Year of Publication: 1992

Place of Publication: Durham, NC, USA

Length/Size: 30 pages, 8.5 x 11 inches, portrait

Format: spiral bound

Peppercorn Title #: 500-0007

All books are shipped by mail. In the USA, we normally ship by USPS priority mail. Large orders may be shipped by media post. In Canada we ship by airmail, letter or parcel post according to cost.

We can ship by other methods: shipping charges will reflect actual cost.

Outside North America, visit www.peppercornbooks.com for shipping options and costs.