

The Step Forward Professional Development Program: For Multilevel Instruction in Adult ESL Programs, , 2007, 32 pages, Jayme Adelson-Goldstein, 0194398773, 9780194398770, Oxford University Press, 2007

Step Forward is the best-selling standards-based, four-skills course that improves student outcomes by integrating language instruction into real-life contexts. Designed to build workplace skills, the vocabulary in Step Forward is based on the vocabulary of the Oxford Picture Dictionary providing easy supplementing and a rich, integrated instructional experience. A consistent unit sequence includes vocabulary, life stories, grammar, everyday conversation and real-life reading, carefully developing learners' skills, while a transparent lesson structure makes the text accessible to learners, minimizing preparation time. Strong vocabulary and grammar strands provide learners with the tools they need to achieve civics, workplace, life-skills and academic competencies. All Step Forward program components support multilevel instruction. Varied instructional strategies and clear identification of objectives contribute to learner persistence and a variety of assessment tools allow teachers and learners to monitor progress.

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Professional Development Manual A Practical Guide to Planning and Evaluating Successful Staff Development, Sonia Blandford, 2004, Career development, 276 pages. Whether you are a practitioner or manager, the Professional Development Manual, 3rd edition, will provide you with guidance and advice on how to plan and evaluate successful.

Train and Develop Your Staff A Do-it-yourself Guide for Managers, Alan George, 1997, Business & Economics, 224 pages. Looks at the range of opportunities for staff development, from formal courses to learning from day-to-day experiences. Shows managers how to ensure that development is aligned.

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, , Sep 24, 2009, , 830 pages  
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