


TALLY SHEET -- Worksheet for Roles & Goals Reporting

The total number of adult learners who set at least one goal during this reporting period:

 My goals as a life-long learner:	Goals Set	Goals Met
• Learn the alphabet, letters and sounds		
• Read a book, newspaper, or magazine		
• Write a letter to _____		
• Learn to type/use computer keyboard		
• Write, send and receive e-mail		
• Search the Internet		
• Get a library card		
• Check out library items regularly		
• Pass part or all of the GED test		

Totals:

How many learners **set** at least one goal in this role? [This could be a fixed goal and/or an "other" (write-in) goal.]

How many learners **met** at least one goal in this role [fixed and/or "other" goal]?

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✘ My goals as a worker:	Goals Set	Goals Met
• Find a job: search want-ads/on-line		
• Fill out a job application		
• Write a resume		
• Interview for a job		
• Get a job or get a better job or promotion		
• Perform current job tasks better		
• Read a work-related manual		
• Obtain a license or certificate		

Totals:

How many learners **set** at least one goal in this role? [This could be a fixed goal and/or an "other" (write-in) goal.]

How many learners **met** at least one goal in this role [fixed and/or "other" goal]?

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 My goals as a family member:	Goal Set	Goal Met
• Write checks/pay bills		
• Read health education information		
• Read medicine labels		
• Plan nutritious meals		
• Share a book with children/family		
• Help children with homework		
• Take children to library storytime		
• Interact with the school/with teachers		

Totals:

How many learners **set** at least one goal in this role? [This could be a fixed goal and/or an "other" (write-in) goal.]

How many learners **met** at least one goal in this role [fixed and/or "other" goal]?

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 My goals as a community member/citizen	Goal Set	Goal Met
Access community services/resources		
Speak to others about the literacy program		
Get involved with a community issue		
Get a drivers' license		
Prepare to vote (read Easy Voter Guide, register)		
Vote		
Become a volunteer		
Pass the Citizenship Test		

Totals:

How many learners **set** at least one goal in this role? [This could be a fixed goal and/or an "other" (write-in) goal.]

How many learners **met** at least one goal in this role [fixed and/or "other" goal]?

Total the Number of "OTHER" Goals Met:

Total the Number of "Unanticipated Achievements":