



Learner Name: _____

Tutor Name: _____



- The Roles & Goals form is not a checklist. Instead, use it to begin a conversation with the adult learner concerning what they would like to accomplish through their efforts in the program.
- Use this sheet to set learner goals initially, to update the status of previously set goals, or to set new goals to be worked on over the next few months.
- When updating previously set goals, use this form to indicate whether the learner is making progress, has met, or is no longer interested in a particular goal.
- You may also report additional information about unanticipated achievements by the learner.
- Use dates (month/year) to indicate date goals were set or updated. Previous goals may be reset by updating the “Date Making Progress” column.
- Also on a separate worksheet, please share what you and the learner have seen as real-life indicators (evidence) of goal achievement.
- For additional information, please see *Roles & Goals Instructions* and *FAQ* sheets.

 My Goals as a Lifelong Learner	Date Goal Set	Date Making Progress	Date Goal Met	 My Goals as a Worker	Date Goal Set	Date Making Progress	Date Goal Met
Learn the alphabet, letters, and sounds				Search for a job			
Learn math skills				Apply for a job			
Read a book				Interview for a job			
Read a more difficult book				Get a job or a better job			
Read news or a magazine				Perform current job tasks better			
Write a note, message, or text				Use work related technology			
Write a letter, poem, story, or essay				Read work-related material			
Fill out a form or application				Write work-related material			
Use new technology skills				Obtain a license or certificate			
Use the library							
Get a diploma							
Other Goals in the Lifelong Learner Role				Other Goals in the Worker Role			

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ROLES & GOALS

Continued

Learner Name: _____

Tutor Name: _____



 My Goals at Home and as a Family Member	Date Goal Set	Date Making Progress	Date Goal Met	 My Goals as a Community Member and Citizen	Date Goal Set	Date Making Progress	Date Goal Met
Share a book with a family member				Access community resources			
Take a family member to a library program				Get involved in the community			
Help a family member with homework and studying				Speak to others about the library literacy program			
Read a medicine label				Get a driver license			
Pay my bills				Become a citizen			
Access help with family legal documents				Prepare to vote			
Communicate effectively with educators				Vote			
Communicate effectively with medical professionals							
Communicate effectively with family members							
Navigate systems and services							
Other Goals in the Home and Family Member Role				Other Goals in the Community Member and Citizen Role			

Unanticipated Achievements (other things I have accomplished since the last Roles & Goals review).