



Task Title: John's Calendar

OALCF Cover Sheet – Practitioner Copy

Learner Name: _____

Date Started (m/d/yyyy): _____

Date Completed (m/d/yyyy): _____

Successful Completion: Yes ☐ No ☐

Goal Path:

Employment	<input type="checkbox"/>	Apprenticeship	<input type="checkbox"/>
Secondary School	<input type="checkbox"/>	Post Secondary	<input type="checkbox"/>
		Independence	<input type="checkbox"/>

Task Description The learner will record appointments and errands under the appropriate dates in a calendar and record other important information in a “notes” section.

Main Competency/Task Group/Level Indicator:

- Find and Use Information/Read continuous text/A1.2
- Communicate Ideas and Information/Complete and create documents/B3.2a
- Understand and Use Numbers/Manage time/C2.1

Performance Descriptors: See chart on last page

Materials Required:

- Pen or pencil and/or digital device

Learner Information

In order to stay organized and not miss any important events, it is helpful to record appointments, special events and other important information on a calendar.

Scan "John's Important June Dates" .

John's Important June Dates

- On June 11th John has a dentist appointment at 3:00 p.m.
- On June 14th John is going to a ball game with his friend, Bradley. He is meeting him at the west stadium entrance at 6:00 p.m.
- From June 16th to the 22nd John is on vacation. He is going camping in Algonquin Park. He is leaving at 7:00 a.m. on the 16th.
- John needs to buy a new cell phone card on the Friday before he goes away.
- The day before his camping trip, John wants to make a note to remember to pack his tent, sleeping bag, bug repellent, sunscreen, matches, flashlight, towel and camera, as well as his clothes.
- On June 4th, John has a doctor's appointment at 10:00 a.m.
- John goes to school two days a week - Mondays and Wednesdays from 9:00 a.m. to 2:00 p.m.
- John's sister Andrea's birthday is June 8th.
- John's mother wants him to come over on June 9th for dinner.

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Work Sheet

Task 1: Record John's appointments and errands on the calendar provided on the next page. Use the notes section to write down any information he should remember.

	~ June ~					
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	Notes:					

Answers

The layout of the scheduled appointments and errands may vary but the learner should have them shown on the same specific dates on the calendar. The learner should have similar information in the notes section at the bottom of the calendar.

~ June ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 School 9-2	4 Doc's 10:00 am	5 School 9-2	6	7	8 Andrea's B-Day
9 Mom's Dinner	10	11 Dentist 3:00pm	12	13	14 New Cell Phone Card Ball Game 6:00 /Bradley see notes	15 Pack for trip see notes
16 Leave 7:00am	17	18	19	20	21	22
<div>Vacation</div> <div>Camping Algonquin Park</div>						
23	24	25	26	27	28	29
30	Notes: June 14 – meet Bradley at West Stadium entrance June 15 – Pack tent, sleeping bag, bug repellent, sunscreen, matches, flashlight, towel and camera, and clothes.					

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A1.2	Makes low-level inferences			
	Scans texts to locate information			
	Locates multiple pieces of information in simple texts			
B3.2a	Uses layout to determine where to make entries			
	Begins to make some inferences to decide what information is needed, where and how to enter the information			
	Makes entries using a limited range of vocabulary			
C2.1:	Understands chronological order			
	Understands and uses common date formats			

This task: Was successfully completed ☐ Needs to be tried again ☐

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Learner Comments:

Instructor (print):

Learner (print):