



Greater Pittsburgh Literacy Council Monthly Progress Report (Rev 8/06)

PLEASE COMPLETE THIS REPORT WITH YOUR STUDENT(S)
AND RETURN IT TO YOUR AREA COORDINATOR
BY THE 5TH OF EACH MONTH. THANK YOU!

Month/Year _____ Tutor's Name: _____

Student(s): _____ Area Coordinator: _____

_____ Meeting place: _____

_____ Days/Times: _____

Days actually met in the Current Month

(Use legend to indicate attendance/cancellations, etc)

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.

SC – Student Cancelled SNS – Student no show W-weather
TC – Tutor Cancelled TNS – Tutor no show O -Other

Hours per student this month:
Student(s) current goal(s):

- Overall, what did you cover this month in the sessions? What progress has the student made towards the accomplishment of any goals? (i.e., listening, speaking, reading, writing, math, GED, life skills, computer, civics)
- What materials/methods are you using now? (Include real world and goal related materials; LEA, dialogues, flashcards, multi-sensory methods, etc.)
- Tell us about any problems you encountered. What help can GPLC provide? Texts/referrals/guidance?
- What do you plan to work on next month? (STUDENT: goals/skills. TUTOR: teaching methods, materials, etc)

