

## Meeting with: Addisu DESTA

Addisu has recently enrolled in the Certificate II in Skills for Work and Vocational Pathways. Met with Addisu to discuss his additional learning needs. Addisu has an employment history in Ethiopia however, has not been able to gain employment in Australia because of his low literacy, particularly written English and reading

Have suggested additional strategies for Addisu – so that he can practice his oral communication skills including listening skills away from the classroom – some ideas discussed include listening to Radio National or the News on TV, watching English TV shows and the ABC have an excellent radio program called Life Chat designed for beginner English.

<https://www.abc.net.au/education/learn-english/life-chat/13212218> Addisu's numeracy skills are excellent, he has a strong background in bookkeeping – will need to do further training in Australia – to ensure he is aware of the Australian Financial Services standards, however, he is confident he can quickly adjust. His only barrier is the language barrier. Addisu is highly motivated and willing to put in the effort to complete this course

I will meet with his trainers and suggest Addisu is exposed to procedural, informative, persuasive and narrative text types across a range of themes to increase the range of tasks and document types he is exposed to. Focus should be on conveying information through text, connecting ideas and information, using the process of planning, drafting and proofreading his work to create different types of text and then having the opportunity to present information to others.

A range of sample workplace documents should be used for reading activities, including policies and procedures, budget documents, tax tables, ATO newsletters, sample invoices and receipts.