Keys to Literacy
At Osborn High School

For further information
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Black Family Development, Inc.
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Black Family Development Inc. has started a reading program, **Keys to Literacy**. At the heart of the reading program is Aztec Software, a Internet based software program that assists in helping individuals improve their reading comprehension, spelling, grammar, and vocabulary skills. Youth who spend three (3) hours on the computer utilizing the literacy software are able to increase their reading grade level by one grade.

The complete **Aztec Learning System** is designed to create a learning environment that is both challenging and interesting Aztec has created an extremely easy-to-use interactive learning system with testing, learning, practice and accountability. Students on all levels can benefit from specific recommendations for their individual education and the ability to work at their own pace privately. Sound, colorful graphics, and practice in game format make learning exciting.

Aztec users include literacy programs, corporate universities, community college, community-based programs, and college prep programs. With these criteria in mind, Aztec Software offers several strong courses that have enhanced the skills of adults who possess a minimum reading level of third grade. Subjects include:

- **Reading - Basic, Intermediate & Advanced**
- **Spelling - Basic, Intermediate & Advanced**
- **Vocabulary - Basic, Intermediate & Advanced**

Each of the modules contain randomized pre- and post-testing with immediate feedback, a complete learning section, practice to reinforce learning with a minimum of 50 practice exercises for each lesson, and post testing. Every lesson contains audio and reinforcement through interactive exercises. All materials work with or without audio.

The learning series engages students from the start with computer based academic lessons. Students begin with a diagnostic assessment of their reading skills, and are placed at the appropriate reading level: Basic, Intermediate, or Advanced on their assessment score. Students who join the Keys to Literacy class will be assigned a specific reading module and have to complete modules from beginning level to the advanced level to be considered functional in these areas. The software contains relevant content and real life scenarios, presented in a format that is easy to use and proven.

The Links to Literacy class is based on the Learning Essentials Series. This series is based on the following based topics. This plan will focus on the classes for reading and items in bold reflect what will be taught to individuals.
<table>
<thead>
<tr>
<th>Subject</th>
<th>Module</th>
<th>Lesson</th>
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| Reading | Basic Reading | 1. Reading for Work
2. Key Word in Sentences
3. Key Words in Paragraphs
4. Reading Signs and Symbols
5. Using the Words You Know |
|         | Intermediate Reading | 1. Reviewing Key Words and Phrases
2. The Topic, Main, and Supporting Ideas
3. Base Words, Prefixes, and Suffixes
4. Synonyms and Antonyms
5. Using All Your Skills |
|         | Advanced Reading   | 1. Reading for Facts
2. Drawing Conclusions in Reading
3. Understand Actions and Results
4. Similarities and Differences
5. Inferences in Reading
6. Understanding Character Traits |
| Spelling | Basic Spelling | 1. Long Vowel and Consonant Blends
2. Beginning and Endings of Words
3. Making Words Plural
4. Words That Sound Alike
5. How to use Capitals
6. Spelling 'ie' and 'ei' Words |
|         | Intermediate Spelling | 1. Compound Words and Contractions
2. Syllables
3. Homonyms and Homographs
4. Word Endings and Plurals
5. Prefixes and Suffixes |
|         | Advanced Spelling   | 1. Pronouncing Words Correctly
2. The Meanings of Problem Words
3. 'ie' and 'ei' Words
4. Review Prefixes and Suffixes
5. Review All Common Spelling Rules
6. Using Your Spelling Skills |
| Vocabulary | Basic Vocabulary | 1. Compound Words and Contractions
2. What are Homonyms?
3. Looking at Prefixes
4. Clues by Other Words in a Sentence
5. Word Meanings by Opposites |
|         | Intermediate Vocabulary | 1. Base Words with Prefixes and Suffixes
2. Find Key Words
3. Synonyms and Antonyms
4. Word Meaning by Punctuation
5. Mean by Context |
|         | Advanced Vocabulary | 1. Learning Problem Words
2. Contextual Clues
3. Review Synonyms and Antonyms
4. Analogies |
Students will have to complete each section, and if they do not complete a section due to class time constraints, they are then able to start at the same point they left off, next time they use the software.

**How the software works** – Students begin with a diagnostic reading test. This test will determine where you need to be placed in your reading section. You have three options where to begin the reading section and they are in the Basic, Intermediate, or the Advanced class.

Questions are asked via the computer and the student is given a choice of 3-4 answers and must choose the correct answer in order to receive credit. If after choosing the answer, the answer is incorrect, an explanation regarding the correct answer is presented at the bottom of the page. This helps the student understand why the answer chosen was either right or wrong. Correct and incorrect answers are tracked and test scores can be viewed after the test is taken.

If a student gets placed in the basic reading topic, you start with a pre-test to test your skills on that level. You must complete the pre-test before moving to the next level. After the pre-test, individuals will proceed to the learning **basic reading** section, which is learning basic reading skills. This is a tutorial and covers topics in the test section. After this you would take the **practicing basic reading** section, which are practice questions which act as a review of the learning basic section. After completing the practice questions, you would take the **post-test**. After the post test you can check your score on the view scored tab.

If you pass the post test, you can move to the **intermediate reading section**. The process would be pre-test, learning and practice intermediate section and then the post-test. After you complete the intermediate section, you would then move to the advanced section. If you fail any of the post test scenario for any topic, you will have to take the section topics all over again and the post test.

If you do not score high enough (75%) then you will have to take the test over until you get the proper percentage. This software also allows you to compare scores of your pre-test with your post-test score to see if your reading skills increased when using the software.

**If you can read, you can succeed!**

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