

# Literacy Volunteers of East Bay

An Affiliate of ProLiteracy America



QUESTIONNAIRE (Print out, fill in, and drop off or send to LVEB, 17 Croade St., Warren, RI 02885)

## 1. Tutor Name and Contact Information

- a. Name: \_\_\_\_\_
- b. Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_
- c. Email: \_\_\_\_\_

## 2. Student/s Name and Contact Information

- a. Name: \_\_\_\_\_
- b. Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_
- c. Email: \_\_\_\_\_
- d. Has your student's **employment** place or status (employed/unemployed) changed in the past year? If yes, please specify. \_\_\_\_\_  
\_\_\_\_\_

## 3. How long have you been working with this student? \_\_\_\_\_

## 4. Describe a typical tutor session.

*(i.e. 10-15 minutes catch up and discuss week, sometimes personal sometimes about literacy-related events. 15-20 minutes phonics and sight words flash cards. 15-20 minutes writing phrases/ sentences and correcting. 20-30 minutes reading passages for fluency and comprehension. 15-20 minutes writing original sentences and editing.)*

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\_\_\_\_\_  
\_\_\_\_\_

- b. Does this student attend any other LVEB-related class or tutoring? \_\_\_\_\_ If not, do you think this student could benefit from attending a class? \_\_\_\_\_
- c. How often do you or does your student miss tutoring? \_\_\_\_\_
- d. What have been the reasons for missing meetings generally? \_\_\_\_\_  
\_\_\_\_\_

## 5. Student Motivation

- a. How would you rate your student's motivation on a scale of 1 to 10 (1 being the lowest and 10 being the highest)? \_\_\_\_\_ How do you explain this rating? \_\_\_\_\_  
\_\_\_\_\_
- b. Do you assign homework? \_\_\_\_\_ If so, how successful is your student at completing homework assignments? \_\_\_\_\_

6. **Student Goals:** IT IS VERY IMPORTANT FOR US TO HAVE THIS INFORMATION UP-TO-DATE.

- a. What are your student's personal, professional and educational goals? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- b. Describe the progress your student is making toward each of his/her goals. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- c. How long do you think this student will stay in the LVEB program? \_\_\_\_\_
- d. How will you and your student know when he/she is ready to move beyond LVEB? \_\_\_\_\_  
\_\_\_\_\_

7. **Teaching Resources**

- a. What teaching materials do you use most frequently while tutoring? \_\_\_\_\_  
\_\_\_\_\_
- b. What (if any) material do you generally check out from LVEB's resource library? \_\_\_\_\_  
\_\_\_\_\_
- c. What kinds of material would you like to have access to? \_\_\_\_\_  
\_\_\_\_\_
- d. Share here any technique, book, website etc. that you would recommend to other tutors. \_\_\_\_\_  
\_\_\_\_\_

8. **Suggestions for LVEB** (Please make note of any suggestions you have for LVEB.)

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