



TV 411

User's Guide

Northern Berkshire Adult Basic Education Program
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Project Sponsors
Massachusetts Department of Education
Massachusetts College of Liberal Arts
Northern Berkshire Adult Basic Education Program
Materials and teacher support are free to enrolled students.

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through support from SABES West at Holyoke Community College.
March 2004

Overview

TV411 is a self-paced multimedia education program that is designed to help adults gain the basic reading, writing, and math skills they need to achieve their learning goals. The series uses real-life topics to teach pre-GED level basic skills in reading, writing, math, learning strategies, and life skills. Each of the program's workbooks has a related half-hour video. Videos and workbooks may be used together or alone. TV411 online materials supplement the workbooks and videos with informative articles and self-checking learning activities.

Program Components

Videos: TV411 videos are in a magazine format. Each video has a variety of segment types, including real life and fictional characters who appear throughout the 20-video series. Video segments illustrate the everyday use of reading, writing, and math skills. Videos also include stories of real adult learners and interviews with authors, songwriters, and poets.

Workbooks: There are 20 magazine style workbooks in the TV411 series. Each workbook includes instructional segments and activities that build upon the material presented in the corresponding video. As in the videos, the workbooks have recurring segments. Some of these segments are How To, Good Reading/Good Writing, Words to Know, and People. The back cover of each workbook gives students a skills checklist to keep track of the work they have completed in that issue.

Online Materials: At the TV411 Web site (<http://www.tv411.org/>), students will find lessons and practice activities in reading, writing, vocabulary, math, and learning. The Web site also has articles of interest to adult learners. These articles about people, money, health, and parenting serve as springboards for discussion, writing, and further learning.

Using Materials

Videos

Before using a workbook, watch the video that corresponds to the assigned workbook issue. You may pause the video to take notes or think about a segment. You may also rewind and replay a segment to get a better understanding of any new material. After completing the companion workbook issue, you may want to replay the entire video to review what you have learned.

Video Instructions:

1. Watch the video that matches the workbook issue that you are ready to work on.
2. Make notes about new material and write down questions that you may have about what you are watching.
3. Pause, rewind, and repeat video segments as needed.

Workbooks

Each TV411 workbook includes a variety of topics related to reading, writing, math, or life skills. Students will receive instruction and opportunities to practice newly learned or reviewed material.

An answer key immediately follows each activity. Students are encouraged to use these answer keys to check their answers and to deepen their understanding of the lessons.

A “Keeping Track” section appears on the last page of each workbook. This allows students to check off completed sections of the workbook.

Workbook Instructions:

1. Complete the lessons and activities.
2. Check your answers using the answer key that follows each activity.
3. Make a list of questions or circle any items that you had trouble with and bring them to the attention of your teacher.







Online Lessons

The TV411 interactive Web site allows students to practice using skills covered in the videos and workbooks. Students will also develop new skills as they move through the activities and receive immediate feedback to the answers they give to the problems or questions presented.

Online activities are organized by subject area. Students will complete lessons of their choosing or ones that have been assigned by their teacher.

Students will check off completed online activities from an activities checklist.

Online Student Tools:

TV411 Online Student Tools		  
<p>At the upper right of Web pages, students will see these three icons. Each is an online tool that students may use while completing lessons and activities. Clicking on the icon for the desired tool will open a new window where the tool may be used.</p>		
	Calculator	
	Dictionary, Thesaurus, or Web Search	
	Tools: Editing Checklist for Writers	

Online Instructions:

1. Complete online lessons and activities that are related to the video and workbook material being studied.
2. Use the instant feedback provided to monitor learning progress.
3. Use the online tools as needed to complete lessons and activities.
4. Make a list of questions for items that you had trouble with and bring them to the attention of your teacher.

TV411 – Using Materials Checklist Videos, Workbooks, and Online Content (Skip references to components you are not using.)		Done
1.	Watch the video that matches the workbook issue you are using.	
2.	Make a list of questions you may have about what you have seen. Discuss these with your teacher.	
3.	Complete the lessons and activities in the workbook.	
4.	Use the workbook answer keys to check your work.	
5.	Make a list of questions you may have about what you have read. Discuss these with your teacher.	
6.	Check off completed workbook lessons and activities in the “Keeping Track” box on the last page of the workbook.	
7.	Place any written work in your portfolio.	
8.	Complete online activities that are related to the video and workbook lessons you have completed.	
9.	Use the online tools (calculator, dictionary, thesaurus, Web search, and editing checklist) as needed while completing the online lessons and activities.	
10.	Make a list of questions you may have about the lessons you have worked on. Discuss these with your teacher.	
11.	Mark your time log and list activities you completed.	

How to Begin – Step by Step

Complete the following checklist:

Begin TV411 Step by Step Checklist		Done
1.	Look over program materials with your teacher	
2.	Complete the practice packet which includes <ul style="list-style-type: none">• Excerpts from one workbook issue• Video program matched to this chapter• Online activity for the selected issue	
3.	Meet with your teacher to discuss and review your completed practice packet	
4.	With your teacher, complete your Individual Learning Plan	
5.	Try your first assignment, “Read This First: A user’s guide to help you get the most from TV411”	
6.	Meet with your teacher <ul style="list-style-type: none">• Discuss and review your completed assignment• Complete your Individual Learning Plan with your teacher	