APPENDICES
APPENDIX-A: LEVEL OF LITERACY AND NUMERACY EXPECTED TO BE ACHIEVED DURING ADULT EDUCATION COURSE

Reading
(a) Reading aloud with correct paussion and emphasis, simple literature and topics related to the concerns and interests of learners.
(b) Reading silently the neo-literate reading material at a speed of approximately 50 words per minute.
(c) Reading with understanding road signs, posters, simple instructions, newspapers and neo-literate, etc.
(d) Ability to follow simple written messages relating to one's working and living.

Writing
(a) Copy with understanding at a speed of 10 words per minute.
(b) Taking dictation at the speed of 7 words per minute.
(c) Writing with proper spacing and alignment.
(d) Writing independently short letters and applications and filling up forms of day-to-day use to the learners.

Numeracy
(a) To read and write numerals from 1 to 1,000.
(b) Doing simple calculations involving addition, subtraction, multiplication and division, involving three digits (without fractions).
(c) Maintaining personal accounts.
(d) Working knowledge of metric weights and measures, currency, time and units of distance and area.
(e) Broad idea of proportion, percentage and interest in multiples of 100 and their use in different household jobs and in the occupation.