Dear Sir/Madam,

With a view to analyse the learning materials for literacy programme in the state in a Ph.D. level study some components of learning materials have been identified. Each component has again been classified into units/items. What we need to know is whether these components/units/items are important from the point of view of analysing learning materials prepared for the adult learners. If so how far they are important? Is any of them redundant? Is there anything else to be included in the list of components/units/items.

As an expert in the field of Adult Education, you are kindly requested to record your opinion in a five point scale against each item by putting a tick (✓) in the space provided for it. If you feel that some other important component(s)/unit(s)/item(s) has/have been left out, which you would like to include, please do mention in the space (Any other, ) meant for it and given the weightage due to it. If any unit/item appears to be redundant please strike it off. If you have any other suggestion please do record at the end.

Your cooperation is kindly solicited.

Yours Sincerely

Guide - Dr. M.K. Pathy

(Chintamani Sahu)
Researcher

**COMPONENTS OF THE LEARNING MATERIALS FOR LITERACY PROGRAMME**
(To be judged from the point of view of analysing adult learning materials)
Components/Units/items

<table>
<thead>
<tr>
<th>Components/Units/Items</th>
<th>Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. CONTENT</td>
<td></td>
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<tr>
<td>1.1 Literacy</td>
<td></td>
</tr>
<tr>
<td>a. Teaching of individual alphabets.</td>
<td>( ) ( ) ( ) ( ) ( )</td>
</tr>
<tr>
<td>b. Teaching of words</td>
<td></td>
</tr>
<tr>
<td>c. Teaching group of words (not making a complete sentence)</td>
<td></td>
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<tr>
<td>d. Teaching group of words (making a complete sentence)</td>
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<tr>
<td>e. Words with conjunct</td>
<td></td>
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<tr>
<td>f. Sentences with conjunct consonants.</td>
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<tr>
<td>g. Any other</td>
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</tbody>
</table>
1.2 Numeracy

a. Teaching single digit numbers
b. Teaching double digit numbers
c. Teaching three digit numbers
d. Teaching Oriya numerals
e. Teaching numerals both in Oriya and Arabic
f. Simple addition
g. Simple substraction
h. Simple multiplication
i. Simple division
j. Simple arithmetical calculations
k. Calculation with metric system
l. Any other

1.3 Functionality

a. Ability to read a letter
b. Ability to write a letter
c. Ability to write one’s own name and address
d. Ability to do calculations in daily life situations
e. Ability to fill in an MO form
f. Ability to write a letter of complaint to a Govt/Non Govt. authority
g. Ability to read pamphlets, bills, posters etc.
h. Ability to read notices from Bank/Court/Block etc.
i. Any other

1.4 Awareness

a. Awareness on Education
b. Awareness on Health
c. Awareness on Agriculture
d. Awareness on Insustry
e. Awareness on Fundamental rights and duties
f. Awareness on Political Consciousness.
g. Awareness on Safety and Security
h. Awareness on Communications
i. Awareness on elimination of Superstitions
j. Awareness on equality of sexes
k. Any other

2. STRUCTURE
   a. Size of the book
   b. Size/type of letter
   c. Quality of printing
   d. Number of illustration
   e. Quality of illustration
   f. General get up/layout
   g. Quality of paper and stitching

3. FORMAT
   a. Essay type
   b. Short Story
   c. Simple and popular verse
   d. Drama
   e. Feature
   f. Problem and issues
   g. Postal and Banking forms
   h. News Feature
   i. Any other

4. PRESENTATION TECHNIQUE
   a. Random Presentation
   b. Purposeful presentation
   c. Gradual presentation
   d. Sequential presentation
   e. Illustrative presentation
f. Repetitive presentation

g. Situational presentation
   (Examples taken from the day to day experience of people)

h. Any other

5. TEST AND EVALUATION
   a. Look and read type
   b. Look and write type
   c. Look and describe type
   d. Recall type
   e. Recognition type
   f. Comprehension type
   g. Writing names and addresses
   h. Writing simple composition
   i. Writing letters
   j. Filling M.O. Form
   k. Doing simple arithmetical calculations
      (i) Area (metric system)
      (ii) Volume (metric system)
      (iii) Monetary transaction
   l. Any Other

7. ANY OTHER COMPONENT

8. SUGGESTION IF ANY