**Student Declaration**

I understand that by completing this form I am bound by the following declaration.

To the best of my knowledge and belief, no part of this checklist has been copied from any other student’s work or from any other source - except where due acknowledgment is made in the text, or has been written for me by another person.

Name:  
Date:

<table>
<thead>
<tr>
<th>INTERNAL USE ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>I have assessed the above student’s LLN checklist and am/am not (please circle) satisfied with the outcome</td>
</tr>
<tr>
<td>Assessor Name:</td>
</tr>
<tr>
<td>Assessor Signature:</td>
</tr>
<tr>
<td>Date:</td>
</tr>
</tbody>
</table>
This multiple choice assessment tool is a process used to assess and identify any skills gaps or skills lacking strength in Language, Literacy and Numeracy.

1. Please choose the correct words to complete the sentence. “If … hungry, then you should probably eat something.”
   - You
   - Your
   - You’re

2. Please choose the correct word to complete the sentence. “What are we going … do?”
   - Too
   - To
   - Two

3. Please choose the correct word to complete the sentence. “Let’s find your … of shoes.”
   - Pear
   - Pare
   - Pair

4. Please choose the correct word to complete the sentence. “Let’s get this … of passage done.”
   - Wright
   - Right
   - Write
   - Rite

5. Which word or phrase correctly completes the following sentence? “The adviser … upset when the patient was admitted”
   - Will become
   - Went
   - Became
   - Were

6. Which word or phrase best starts the following sentence? “… going to the bank”
   - Were
   - Tracey and I are
   - Tracey and I is
   - Tracey and Me are
7. Which sentence does not belong in the following paragraph?
(1) In keeping with tradition, the Olympic flame burned throughout the 2010 Vancouver Games. (2) The flame was flown to Canada from Greece and relayed across the country by 12,000 runners. (3) Imagine running over rough terrain with a torch in hand. (4) The flame even travelled by boat, snowmobile and dogsled. (5) It was extinguished at the closing ceremonies to signal the end of the games.
   □ Sentence 2
   □ Sentence 3
   □ Sentence 4
   □ Sentence 5

8. Choose the sentence that best combines the following sentences.
   Computers are useful tools.
   Computers allow students to keep their homework neat.
   Computers are too expensive for some students.
   □ Computers are useful tools, but they are too expensive for some students.
   □ Students can keep their homework neat because computers are useful tools.
   □ Although they are too expensive for some students, computers are useful tools that allow students to keep their homework neat.
   □ Computers are useful tools for students, and they allow students to keep their homework neat, and they are too expensive for some students.

9. One (1) metre (m) is equal to:
   □ 10,000cm
   □ 1,000cm
   □ 100cm
   □ 10cm

10. Written as a mixed number 4/3 is:
    □ 12
    □ 3 1/2
    □ 3 1/4
    □ 1 1/3

11. Use the following formula to calculate a, if c = 20, d = 10 and e = 2.
    \[ a = c - \frac{d}{2e} \]
    □ 15
    □ 12
    □ 8
    □ 2 1/2
    □ 2
12. \( - 5 \times (3+7) \)
- 50
- 22
- 15
- 8
- 22

This self-assessment tool is a process used to identify any skills gaps or skills lacking strength.

**I CAN:**

<table>
<thead>
<tr>
<th>Task</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use a calculator</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Add up the prices of items in my head</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Look up a phone number in a telephone book or on the internet</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Take a phone message and write it down accurately</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Fill in a form</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Speak at meetings or in a group</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Download and save a document to a computer</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Compose and send an email</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>I can understand information presented in graphs/charts</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Use the internet to retrieve information</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Read an analogue clock</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Make a guess how much things weigh in kilograms</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Read and understand bills</td>
<td>☐</td>
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<tr>
<td>I can learn new terminology and vocabulary easily</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>I can write assignments of 1000 words</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>I can organise my time for work and study</td>
<td>☐</td>
<td>☐</td>
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</tbody>
</table>

If you have answered “No” to any of the questions in the LLN Self-Assessment Checklist, it doesn't mean that you are ineligible to complete a course through IIT. You may want to source additional assistance out of work hours to develop your skills.

There are a variety of organisations that provide language, literacy and numeracy support:

- The Reading Writing Hotline
- The Australian Government Language Literacy and Numeracy Program
Adult Migrant English Program (AMEP)

The following website has a variety of free online learning tools:
http://www.gcflearnfree.org/