



Keys to Literacy Professional Development – Onsite, Online Learning that Lasts

With offerings tailored for grades K-3, elementary, middle and high school, our instructional routines and practical training methods ensure that schools tangibly improve literacy levels while their students develop a lifelong capacity to learn.

Key Comprehension Routine	Key Vocabulary Routine	Keys to Close Reading	Keys to Content Writing	Keys to Argument Writing	Keys to Early Writing Grades K-3	ANSWER Key Routine for Extended Writing Tasks
A routine for embedding comprehension instruction in all content areas using existing content reading and instruction material. The routine includes: main idea skills, text structure, top-down topic webs, two-column notes, student generated questions, and summary.	A routine for embedding vocabulary instruction in all content areas. The routine includes these components: previewing, activities for teaching related words, selecting content words to teach in-depth, using the context and word parts, promoting word consciousness.	Best practices for planning and conducting a close reading lesson. Includes: characteristics and stages of a close reading lesson, preparing a complex text passage, generating text-dependent questions, planning explicit instruction, modeling, and think aloud.	Best instructional practices for meeting literacy writing standards including: 3 types of writing, text structures, writing from sources, planning and writing scaffolds, and use of mentor models. Participants learn how to use quick writes and a <i>Writing Assignment Guide</i> to plan writing tasks that support content learning.	Best practices for teaching formal opinion/argument writing. Topics include: differences between argument and persuasion, argument text structure and key components (claim, counterclaim, reasons, evidence, rebuttal), and the critical thinking skills required to write an argument from sources.	Best instructional practices for teaching beginning writing, focusing on composing skills. Topics include: engaging a community of writers, text structures, writing process, writing from sources, daily opportunities to write. Participants learn how to use a <i>Writing Activity Guide</i> to plan writing tasks.	A student routine for extended writing tasks such as those found on high stakes assessments. Participants learn how to teach students these steps: A – Analyze the prompt; NS – Notes, Select; W – Write; ER – Edit & Revise. Includes practice generating extended writing prompts based on content classroom sources.

For questions about our work and services, please contact Keys to Literacy at info@keystoliteracy.com • 978-948-8511 • www.keystoliteracy.com



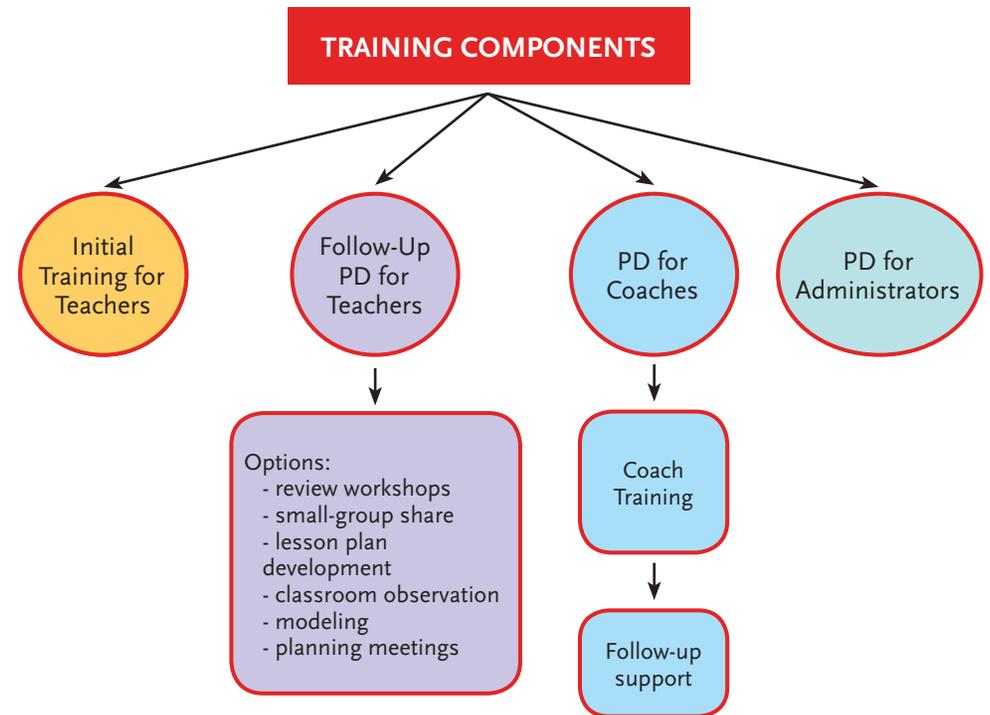
Our Approach to Professional Development

Our approach combines initial training, follow-up training, peer coaching, and administrator training to ensure that professional development is sustained. Keys to Literacy trainers are experts in literacy and have significant experience as teachers and/or administrators. As a result they can relate to what teachers are doing in their classrooms. Based on the latest research, our training produces tangible and long lasting results.

Keys to Literacy Implementation Options

When it comes to professional development, one size does not fit all, and that's why we offer implementation models designed to fit your needs, including:

- Full onsite training provided by KTL trainers
- Train-the-trainer using onsite trainers
- Blended onsite and online training provided by KTL trainers
- Self-guided training



Please visit our website to access **free literacy resources**: archived webinars, training videos, published articles, teaching templates, and teaching materials.

Contact us at:

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Blog **Literacy Lines**: <http://blog.keystoliteracy.com/>