



# The Key Vocabulary Routine

## Live Virtual Professional Development

This two-day professional development presents research-based instructional practices for teaching vocabulary throughout the school day. Participants learn how to teach academic vocabulary using existing content reading instructional materials. When used across multiple grade levels, students benefit from a consistent approach.

**Virtual-Live Format:** The Keys trainer will use Zoom video conferencing to deliver this training in an interactive format using features such as breakout rooms and chat.

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### Training Topics:

- Activities for previewing vocabulary before reading
- Four activities for teaching words by relating them to background knowledge and related words (categorizing, semantic mapping, semantic feature analysis, scaling)
- Selecting specific words from content to teach in-depth
- Using vocabulary templates to learn everything about a word (Frayer, Concept Definition Map, two-column notes)
- Generating user-friendly definitions
- Teaching use of context to determine the meaning of unfamiliar words
- Using morphology – knowledge of word parts (roots, prefixes, suffixes) to determine the meaning of unfamiliar words
- Promoting word consciousness in the classroom

### Who Should Participate

Grades 3-12 educators who want to learn effective vocabulary instruction practices for all students.

### IMPORTANT INFORMATION

**DATES:** October 28-29, 2025    **COST:** \$325 (includes training manual)

**TIME** 9:00AM - 3:30PM (Eastern Time)

#### TWO WAYS TO REGISTER...

*Online:* Complete the registration form and submit payment on our website: <http://keystoliteracy.com/events/>

*Mail:* Complete the registration form (next page) and submit with purchase order or check payment (payable to Keys to Literacy, LLC).

#### ADDRESS TO SHIP BOOK

Please note that we will be mailing the training books to participants at their home address, so **we need your home mailing address on the registration form.**



# Registration Form

(Each registrant must complete a registration form. Payment or P.O. must accompany form OR register online at <http://keystoliteracy.com/events/>.)

## SECTION 1: PARTICIPANT information

NAME: \_\_\_\_\_ POSITION/TITLE: \_\_\_\_\_

SUBJECT: \_\_\_\_\_ GRADE: \_\_\_\_\_

DISTRICT/ORGANIZATION: \_\_\_\_\_ SCHOOL: \_\_\_\_\_

HOME MAILING ADDRESS to ship book: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_\_) \_\_\_\_\_ MOST USED EMAIL: \_\_\_\_\_

## SECTION 2: SESSION information

### The Key Vocabulary Routine

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#### QUESTIONS?

Contact Melissa Powers at  
(978) 948-8511, ext. 202 or  
[melissa@keystoliteracy.com](mailto:melissa@keystoliteracy.com)

#### REFUND/CANCELLATION POLICY

- If you cancel **3 days or more prior** to training, you will be issued a **50% refund**.
- **No refunds** will be issued for "no shows" or cancellations within 72 hours of training.
- Substitutions accepted.

## SECTION 3: PAYMENT information

*Please include completed registration form with payment.*

☐ **check/money order enclosed**  
(payable to Keys to Literacy)

☐ **purchase order #** \_\_\_\_\_  
(if available)

#### Please mail to:

Keys to Literacy  
319 Newburyport Turnpike, Suite 205  
Rowley, MA 01969

**To pay with a credit card, please register online:**

<https://www.keystoliteracy.com/events/>

#### CONFIRMATION

Your registration will be confirmed by email. **PLEASE NOTE:** You are **not** registered unless you receive a confirmation email!