

# Guide to Using 36 OALCF Apprenticeship Tasks

Available on the LBS Task-Based Activities Portal:

<http://taskbasedactivitiesforlbs.ca/english>



## Developing Best Practices for Increasing, Supporting and Retaining Apprentices in Northern Ontario

(2013/2014) produced apprenticeship-specific tasks linked to the Ontario Adult Literacy Curriculum Framework (OALCF) apprenticeship goal path. The tasks address the need to build higher-level math and English skills that were identified in prior apprenticeship projects.

Our original focus was on the competencies “find and use information” and “understand and use numbers” at complexity levels 2 and 3; however, during task development it became clear that the competencies “communicate ideas and information” and “use digital technology” were also often involved.

The Project focused on six high-priority trades.

- ▶ **Automotive Service**
- ▶ **Carpenter**
- ▶ **Cook**
- ▶ **Electrician**
- ▶ **Millwright**
- ▶ **Plumber**

A complete summary of the trade tasks is provided in the following charts. The information can be used to:

- ▶ **identify tasks for a particular trade**
- ▶ **identify interesting topics within a trade (i.e., Task Title)**
- ▶ **choose tasks for particular competencies and complexity levels**

The tasks are referenced to one of the six trades, but they can also be used with learners who are on other OALCF goal paths. Our tasks are meant to assess transferable skills, in this case reading, numeracy, writing, and use of digital devices. We encourage you to try them with learners on other goal paths.

All the Project tasks are located on the LBS Task-Based Activities Portal where they can be easily downloaded as Word or PDF documents for use in your program.

<http://taskbasedactivitiesforlbs.ca/english>

We hope you find the tasks useful.

If you have time to provide feedback, please complete the brief survey at <https://www.surveymonkey.com/s/LNWAPPRFeedbackform>.

*Good luck!*

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Automotive Service			OALCF Reference											
			Find and Use Information			Communicate Ideas and Information				Understand and Use Numbers				Use Digital Technology
Task Sets	Sub Tasks	Complexity Level	A1	A2	A3	B1	B2	B3	B4	C1	C2	C3	C4	Task Groups Not Applicable
Road Safety Recall Database	4	1												
		2		A2.2										D2
		3					B2.3							
Technical Service Bulletins	4	1	A1.1											
		2		A2.2			B2.2							D2
		3					B2.3							
Vehicle Maintenance Schedule	5	1	A1.1											
		2		A2.2			B2.2							D2
		3												
Automotive Repair Invoice	8	1		A2.1						C1.1				
		2		A2.2						C1.2				
		3												
Automotive Vehicle Inspection	4	1						B3.1a						
		2		A2.2				B3.2a						
		3												

Carpenter			OALCF Reference											
			Find and Use Information			Communicate Ideas and Information				Understand and Use Numbers				Use Digital Technology
Task Sets	Sub Tasks	Complexity Level	A1	A2	A3	B1	B2	B3	B4	C1	C2	C3	C4	Task Groups Not Applicable
Calculate Volumes of Concrete Required	4	1		A2.1									C4.1	
		2												D2
		3										C3.3		
Interpret Blueprints	4	1												
		2	A1.2	A2.2			B2.2							
		3		A2.3										
Calculate Angles	3	1	A1.2	A2.1										
		2		A2.2						C1.2				D2
		3										C3.3		
Reading Blueprint Notes	6	1	A1.1				B2.1					C3.1		
		2	A1.2	A2.2			B2.2							
		3		A2.3										
Working with Concrete	3	1		A2.1										
		2		A2.2								C3.2		D2
		3										C3.3		
Preparations before Pouring Concrete	3	1	A1.1				B2.1							D1
		2	A1.2	A2.2			B2.2							D2
		3										C3.3		

Cook			OALCF Reference											
			Find and Use Information			Communicate Ideas and Information				Understand and Use Numbers				Use Digital Technology
Task Sets	Sub Tasks	Complexity Level	A1	A2	A3	B1	B2	B3	B4	C1	C2	C3	C4	Task Groups Not Applicable
Understanding and Using Baked Ziti Recipe	5	1	A1.1								C2.1			
		2		A2.2								C3.2		
		3						B3.2b						
Banquet Event Order	4	1		A2.1						C1.2				
		2		A2.2										D2
		3												
Calculate Chicken Dip Recipe Ingredients	7	1		A2.1							C2.1			
		2										C3.2		
		3										C3.3		
Baguette Costing Card	8	1						B3.1a		C1.1				
		2		A2.2						C1.2				
		3												
Inventory Price Sheet	7	1										C3.1	C4.1	
		2		A2.2						C1.2		C3.2		
		3												
Cook Purchase Order	6	1								C1.1				
		2		A2.2						C1.2				
		3												
Cook Yield Test Form	7	1		A2.1						C1.1				
		2										C3.2	C4.2	D2
		3												
Lasagna Costing Card	3	1												
		2		A2.2						C1.2		C3.2		D2
		3												

Electrician			OALCF Reference											
			Find and Use Information			Communicate Ideas and Information				Understand and Use Numbers				Use Digital Technology
Task Sets	Sub Tasks	Complexity Level	A1	A2	A3	B1	B2	B3	B4	C1	C2	C3	C4	Task Groups Not Applicable
Interpret and Create Drawings	3	1					B2.1							
		2		A2.2					B3.2a					
		3		A2.3					B3.3a					
Finding Information Tasks	4	1		A2.1										
		2		A2.2										
		3		A2.3										
Series and Parallel Circuits	3	1												D1
		2	A1.2	A2.2				B2.2				C3.2		D2
		3										C3.3		
Calculating Service Size	3	1	A1.1					B2.1				C3.1		D1
		2	A1.2	A2.2				B2.2				C3.2		
		3												
Interpret Electrical Measuring Equipment Readings	3	1										C3.1		
		2		A2.2					B2.2					D2
		3	A1.3		A3			B2.3						

Millwright			OALCF Reference											
			Find and Use Information			Communicate Ideas and Information				Understand and Use Numbers				Use Digital Technology
Task Sets	Sub Tasks	Complexity Level	A1	A2	A3	B1	B2	B3	B4	C1	C2	C3	C4	Task Groups Not Applicable
Understanding the Terminology of Hoisting and Rigging	5	1		A2.1										
		2		A2.2										
		3												
Calculating Working Load Limit for Hoisting and Rigging	3	1												
		2	A1.2	A2.2										
		3										C3.3		
Finding and Calculating Working Load Limits for Millwrights	4	1					B2.1							
		2		A2.2										D2
		3										C3.3		
Understanding Gears and Calculating Gear Ratios	8	1												
		2	A1.2	A2.2			B2.2							
		3											C4.3	
Understanding and Identifying Hydraulic Power Systems	10	1												
		2	A1.2				B2.2							D2
		3	A1.3											
Understand V-Belts and Calculate Sizes	9	1												
		2	A1.2	A2.2			B2.2					C3.2		D2
		3	A1.3											

Plumber			OALCF Reference											
			Find and Use Information			Communicate Ideas and Information				Understand and Use Numbers				Use Digital Technology
Task Sets	Sub Tasks	Complexity Level	A1	A2	A3	B1	B2	B3	B4	C1	C2	C3	C4	Task Groups Not Applicable
Understand and Locate Plumbing Information	5	1												
		2	A1.2				B2.2							D2
		3												
Formulas in Plumbing	5	1					B2.1							
		2	A1.2									C3.2		
		3										C3.3		
Understand Hydronic Information for Plumbing	7	1				B1.1								
		2	A1.2				B2.2							D2
		3	A1.3											
Calculating Offsets in Plumbing	3	1												
		2	A1.2	A2.2										
		3										C3.3		
Calculating Linear Pipe Expansion	5	1					B2.1							
		2	A1.2	A2.2				B3.2a						
		3										C3.3		
Calculating the Size for a Septic System of a Residential Home	4	1					B2.1							
		2	A1.2	A2.2				B3.2a						
		3										C3.3		