Zazi iZandi Data Book
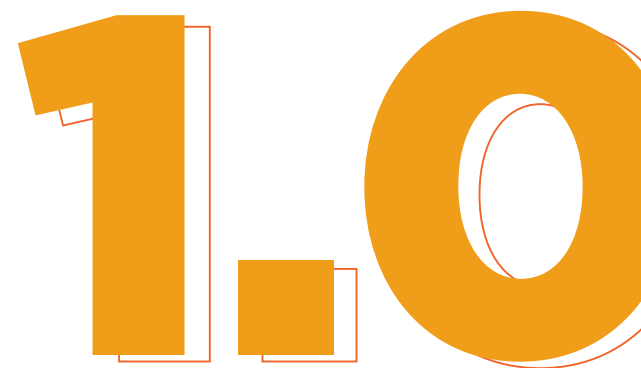
Name of Teaching Assistant

Phone number:

School:

Grade:

Class:

1.0

This data book has three tools that you can use to track your learners' progress as you take them through the programme. The data you collect is therefore **extremely important**, so please fill out these trackers **accurately and consistently**. Take photographs of the pages in this data book and send to your mentor regularly. Please look after this data book very carefully, **it is vital that you don't lose it!**

The trackers in this book are:

1. **Assessment results tracker** (page 2)
   This is for recording the results of learners' letter assessments at the beginning, middle and end of the programme. Use these results to put the learners into groups.
2. **Letter knowledge progress tracker** (page 6)
   This is for recording which letters each learner has mastered.
3. **Activity tracker** (page 16)
   This is for recording what you do in each session.

ZAZI IZANDI

THE LEARNING TRUST

MASI

Assessment results tracker

As explained in detail in the TA guide, learners are assessed and then grouped so that you can work with learners who have similar levels of letter sound knowledge. Once you have conducted the baseline assessment with the EGRA grids in the assessment booklet, you need to enter the learners' results into this assessments results tracker. First, enter the date of the assessment you're conducting in the relevant column (baseline / midline / endline). Then, when entering baseline scores (the number of letters that they got CORRECT), list the learners with the lowest score (meaning they know the fewest letters) at the top, and the learners with the highest score (meaning they know the most letters) at the bottom.

First name	Surname	Group Number	Baseline Date:_____	Midline Date:_____	Endline Date:_____	Graduated Date:_____

First name	Surname	Group Number	Baseline Date:_____	Midline Date:_____	Endline Date:_____	Graduated Date:_____

Assessment results tracker

First name	Surname	Group Number	Baseline Date:_____		Midline Date:_____		Endline Date:_____		Graduated Date:_____	

Assessment results tracker

First name	Surname	Group Number	Baseline Date:_____		Midline Date:_____		Endline Date:_____		Graduated Date:_____	

Assessment results tracker

Letter knowledge progress tracker

When the learner can confidently identify the letter sound for each of these letters (both for capitalised and uncapitalised) quickly and regularly, colour in the corresponding block to track their progress.

Note:

◻ (diagonal line)	**Use this to record letters correct from the Baseline assessment**
◻ (X)	**Use this to record letters correct from the Midline assessment**
◻ (grey)	**Use this to record progress over time**

Group 1

First name	Surname	Level 1		Level 2		Level 3		Level 4		Level 5		Level 6		Level 7		Level 8		Level 9		Level 10		Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Group 2

First name	Surname	Level 1		Level 2		Level 3		Level 4		Level 5		Level 6		Level 7		Level 8		Level 9		Level 10		Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Group 3

First name	Surname	Level 1		Level 2		Level 3		Level 4			Level 5			Level 6			Level 7			Level 8			Level 9		Level 10			Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Group 4

First name	Surname	Level 1		Level 2		Level 3		Level 4			Level 5			Level 6			Level 7			Level 8			Level 9		Level 10			Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Letter knowledge progress tracker

Letter knowledge progress tracker

Group 5

First name	Surname	Level 1	Level 2	Level 3	Level 4			Level 5			Level 6			Level 7			Level 8			Level 9			Level 10		Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Group 6

First name	Surname	Level 1	Level 2	Level 3	Level 4			Level 5			Level 6			Level 7			Level 8			Level 9			Level 10		Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Letter knowledge progress tracker

Group 7

First name	Surname	Level 1			Level 2	Level 3	Level 4		Level 5		Level 6		Level 7		Level 8		Level 9		Level 10		Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Group 8

First name	Surname	Level 1			Level 2	Level 3	Level 4		Level 5		Level 6		Level 7		Level 8		Level 9		Level 10		Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Letter knowledge progress tracker

Letter knowledge progress tracker

Group 9

First name	Surname	Level 1			Level 2	Level 3	Level 4		Level 5		Level 6		Level 7		Level 8		Level 9		Level 10		Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Group 10

First name	Surname	Level 1			Level 2	Level 3	Level 4		Level 5		Level 6		Level 7		Level 8		Level 9		Level 10		Graduated
		a	e	i	o	u	b	l	m	k	p	s	h	z	n	d	y	f	w	v	x	g	t	q	r	c	j	

Letter knowledge progress tracker

Example text

Activity tracker
Every time you run a session, record the date, group number, what you did and how it went.

Date	Group no.	Letters focused on	Activities	Comments
10 Sep	2	i and o	Board game and letter writing	Learners are struggling with l and i

Date	Group no.	Letters focused on	Activities	Comments

Date	Group no.	Letters focused on	Activities	Comments

Activity tracker

Date	Group no.	Letters focused on	Activities	Comments

Activity tracker

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Activity tracker