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Networking in adult education in South Africa.

Roup, Dee

2014-03-26
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Appendix 6.

DATE
Tuesday 27 October 1992

TIME
08h15 — 16h30

VENUE
The Auditorium, Eskom Training College, Midrand (see map)

COST
R70,00 (including Teas, Lunch and VAT)

ENROLMENT
Bookings may be made by telephoning Anne Clark on telephone (011) 642-7263. Then complete the enrolment form and send it with your cheque made payable to IPM, to Anne Clark, IPM (SA), PO Box 31390, Braamfontein 2017.
PLEASE NOTE THAT TELEPHONIC ENROLMENTS WILL BE REGARDED AS CONFIRMED BOOKINGS.

CANCELLATIONS
Cancellations must be made in writing (letter or fax). Telephonic cancellations will not be accepted. Delegates whose cancellations are not received by the IPM at least FIVE clear working days prior to the first day of the workshop will be liable for the full fee. A 10% administration fee will be payable on cancellation.

ENROLMENT FORM
EMPOWERING THE ABE PRACTITIONER

Company _____

Address _____

_____

Postal Code _____ Telephone _____ Fax _____

PLEASE ENROL THE FOLLOWING DELEGATE:

Name _____

Company Name and Address _____

_____

_____

Designation _____

ID Number _____

Value (Rand) _____

Authorised by: _____ Date _____

PLEASE NOTE: CHEQUE/CASH MUST ACCOMPANY THIS FORM. A tax receipt will be issued once payment is received.

"EMPOWERING THE ABE PRACTITIONER"

A co-operative venture between

ESKOM

THE FORUM FOR THE ADVANCEMENT OF ADULT EDUCATION

THE INSTITUTE OF PERSONNEL MANAGEMENT

ZENEX ADULT LITERACY UNIT

and

YOU!

TUESDAY 27 OCTOBER 1992

On the 21st May 1992, the IPM held a seminar around the topic "Towards a National Strategy for Adult Basic Education/Literacy". The feedback from that day clearly indicated that the practitioners who attended longed to be able to share experiences, discuss difficulties and muse about the way forward with other practitioners in the field. So, the proposed workshop for the 27th October 1992 has been designed to give you brief updates in the field, and to let you workshop with other professionals involved in the same line of work.

3186 Bertoli (08/92)

PROGRAMME OVERVIEW

It seems possible that ABE practitioners could come to an enri hed understanding of their own roles by working on questions such as:

- Who are we?
- What are we good at?
- What do we feel about the present situation in ABE?
- Where do we stand in relation to the policy-thinking which is happening in Adult Education?
- How can we empower ourselves, and become more of a force to be reckoned with?
- How can we improve the networks which could bring us closer together?

All in all, the workshop is seen as a day in which professionals in the ABE field can get together to examine their current situation critically and creatively. People will spend a large part of the day networking in groups. Facilitators will be on hand to help the group-discussion along. It is envisaged that a paper will emerge from the day's discussions, which will consolidate practitioners' needs, concerns and visions for the future.

WHO SHOULD ATTEND

The invitation to join in the workshop is extended to all practitioners working in the field of ABE/literacy. It certainly is not necessary to have been at the previous IPM one day seminar in order to participate fully in the proceedings of the workshop. It is hoped that people from as wide a range of organisations and institutions as possible will participate so that we can find common ground among ourselves to strengthen the position of Adult Basic Education in the larger educational, economic and political framework.

PROGRAMME OUTLINE

Joint Chairs: Ed French, Zenex and Leslie Pitse, Eskom.

8:15 — 9:00	**Registration, Tea and Coffee**
9:00 — 9:10	Welcome, Notices and Introduction
9:10 — 9:30	ABE in Brief: current developments in the field Ed French, Zenex Adult Literacy Unit, Wits
9:30 — 10:00	A Report on the National Education Policy Investigation Mastin Prinsloo, Department of Adult Education, University of Cape Town
10:00 — 10:30	Adult Education — Will the circus get its act together? John Aitchison, Centre for Adult Education University of Pietermaritzburg
10:30 — 10:50	**Tea**
10:50 — 11:30	Joint Planning and Plenary What Do We Want on the Agenda? Organisation of Groups
11:30 — 13:00	Group Work (First Session)
13:00 — 14:00	**Lunch**
14:00 — 15:00	Group Work (Second Session, including group summing up)
15:00 — 15:20	**Tea**
15:20 — 16:20	Plenary Session: "The Way Forward – Needs, Issues and Visions"
16:20 — 16:30	Wrap-up and thanks

Appendix 7 (a)

Forum for the Advancement of Adult Education

FAAE

SUGGESTED ORGANOGRAM

- *by David Adler*

DIRECTOR

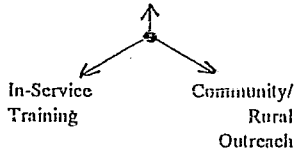
ADMINISTRATION

Office Management
Funding
Bookkeeping
Purchasing
Salaries
Staff / HR
Secretarial
Etc.

TRAINING

In-Service Training
Community Outreach
Workshops
Seminar Series
Conferences

* **Publications for training**



DATABANK/INFO

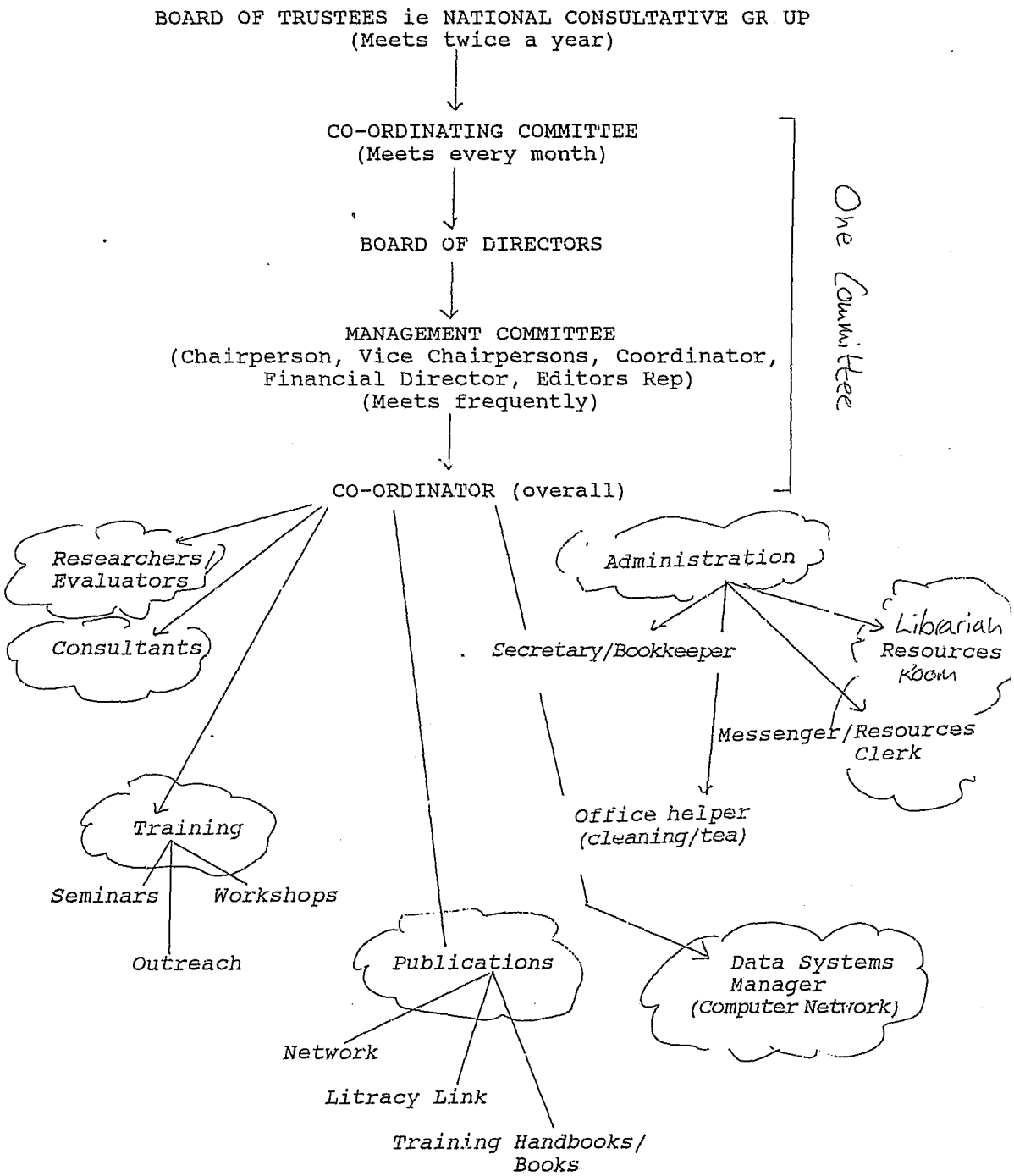
Broad Research
* **Skills Directory**
Data management
Employment - needed
- available
Mailing List Maintenance
Calendar of events - national

OUTREACH

Lobbying
Educative Role
Referral/Advice/Support
Publications for Outreach
'Network'
Literacy Link
FAAE monthly newsletter

Appendix 7(b)

PROPOSED STRUCTURE OF THE FAAE



Appendix 8.

TEL (011) 339-6322/3
FAX (011) 339-6886

3rd FLR SABLE CENTRE
41 de KORTE STREET
BRAAMFONTEIN, 2001

FORUM FOR THE ADVANCEMENT OF ADULT EDUCATION

1992 ANNUAL REPORT OF THE FORUM FOR THE ADVANCEMENT OF ADULT EDUCATION

1 INTRODUCTION

This report covers the period November 1991 to end March 1993 - a fifteen month period. The year end has changed from October to March.

1992 has been a period of growth for the FORUM. Our mailing list is now approaching 1 000, in July of 1992 we inaugurated our new training venue on the 4th floor of Sable Centre, our staff complement has increased and the demand for our services, both referral, advice and training, has grown greatly.

2 ACTIVITIES

2.1 SEMINARS

Seminars were held monthly with the exception of the months near the Christmas period. The following seminars were held during the period under review :

DATE	TOPIC	PRESENTERS
1992:		
March 10	COSATU proposal for National Adult Basic Education in S.A.	Judy Favish
	"Adult Education in the Workplace."	Adrienne Bird
March 31	OLSET use of interactive radio for educational purposes	Manie Eagar Al Karaki
May 05	Marginalised Youth - research on what communities can do.	Steve Mokoena Sheila Sisulu

June	02	Resource Centres as an alternative measure to bring about a change	Motsumi Makhene in panel with Rams Ramashia and Kennedy Skosana
July	29	Literacy & Change in the work-place	Brian Wood (BESA)
Sept	16	Distance Education - Implications for South Africa	Don Swift (SAIDE)
Oct	14	"ELP - Case Study "	Carola Steinberg
Nov	11	"Generating techniques for a future perspective in Adult Education."	Julie Reddy
		"The role of the Universities in the Community."	Joyce Siwani

1993:

Feb	17	International Literacy Programmes, particularly in Latin America	Prof Robert Arnove
		US domestic programmes in in literacy	Elizabeth Peterson
		The role of the NGOs in the literacy field, focusing on Columbia & San Salvador.	Dr Bernal-Alarcon

(This seminar was presented jointly with TELL and NLC and featured speakers from the United States in South Africa to consult on ABE for ABEL)

Mar	10	The Importance of Mother Tongue in Education in South Africa	Elizabeth Burroughs

All the seminars were reasonably well attended although some topics / speakers proved more popular than others. On the whole positive feedback has been received. The FORUM feels that attendance could be better and is investigating the suitability of the venue and time and whether the donation requested at the door to cover costs is a negative factor.

All presentations at seminars are written up and reported in the NETWORK. More recent seminars have been recorded on tape cassettes and copies of these presentations are available to members and interested others who were not able to attend the seminar.

2.2 WORKSHOPS

Since July 1992, when the Training room became available for use, the following workshops were held in 1992:

1992:

Aug/Sept	Communication Skills: written & verbal	Hugh Knight, Pat Sullivan, Leslie Bradford, Maile Boshego
Sept 25	Full Day Workshop in Phalaborwa on Community Resource Centre	Motsumi Makhene Miriam Sekati Dee Roup Khanya Mazibuko Ione Burke
Oct 26	Full Day Funders Workshop "ABE Funding Policy"	Dee Roup/Ed French
Oct 27	Full Day ABE Workshop "Empowering the ABE Practitioners"	FAAE/ZENEX/IPM/ ESKOM
Oct/Nov	Advanced Evaluation Workshop	Richard Fehnel and Julie Reddy
Nov 25	Full Day Distance Education Workshop	Solomon Inquai
Nov 25	Full Day Phalaborwa Foundation Workshop on Community Needs	Khanya Mazibuko and Monica Dladla

1993:

Feb	East Rand Teachers Adult Education Methodology Workshop (3 days)	Jubie Dangor Jane Castle and Edcent Williams
Feb	JCC ABE Facilitators (2 days)	FAAE presenters: Dee Roup, Tracy Blues (amongst other speakers)
Mar 04, 05 10 & 11	Basic Evaluation Course	Jane Hofmeyr, Dee Roup and Khanya Mazibuko

Participants at FAAE training workshops are awarded a certificate of attendance if they attend all the modules.

In 1993 a full programme of workshops had been introduced (programme attached).

We have tried to schedule some workshops on Saturdays and some during the week to accommodate different requirements. Feedback from participants at workshops has shown that the topics have been useful, educative, with relevant theoretical and practical aspects. It seems that weekday workshops are more sought after.

2.3 OUTREACH

2.3.1 PHALABORWA WORKSHOP

The Phalaborwa Foundation has built two educational resource centres which the co-ordinators felt could be more widely used by the community. At their request the FAAE initiated contact with the co-ordinators. Two staff members together with three members of the FAAE were invited to assist in a workshop to investigate "Considerations in establishing a Community Resource Centre" held at Phalaborwa on 24, 25 September 1992. The workshop was well attended by community workers, co-ordinators, educators, members of local sports clubs, librarians, local ANC representatives and Foundation staff. Participation was enthusiastic and a very positive response followed.

In November another workshop followed where a SWOT analysis was done and this led to identifying an "Action Plan". Attendance increased from 23 to 35 with more women participants. The participants were left with a sense of purpose and were very enthusiastic. They were left with a plan of action and were very satisfied.

The community now needs to take the process further on its own with relevant support and advice where needed as the role of the FAAE is facilitative. Contact will be maintained with the Foundation.

2.3.2 EAST RAND TEACHERS ADULT EDUCATION METHODOLOGY WORKSHOP

In a needs analysis conducted during the latter part of 1992, teachers from adult education centres in the East Rand area expressed a need to continue with training in adult education methodology. A workshop was arranged for 22 teachers in February 1993 and held in the FAAE training venue. The teachers were very enthusiastic about the stimulation that the workshop would have on their work.

2.4 DETAILS OF JOINT SEMINARS / WORKSHOPS

On 27 October 1992 the FAAE, jointly with IPM, Eskom and Zenex Adult Literacy Unit, hosted a seminar entitled **"EMPOWERING THE ABE PRACTITIONER"**. The workshop was planned as a day in which professionals could get together to examine their current situation critically and creatively. This workshop was very well attended by a wide spectrum of ABE practitioners, not only from NGO's and industry, but including participants from the Government Education Departments and the SADF with attendees from the OFS as well as the Transvaal.

Ed French (Zenex) outlined current developments in the field, Mastin Pinsloo (UCT Department of Adult Education) reported on the National Education Policy Investigation and John Aitchison (Centre for Adult Education , University of Natal, Pietermaritzburg) addressed the issue - "Adult Education - Will the circus get its act together?" The afternoon was devoted to group work.

The ABE initiative was taken further with an **ADULT BASIC EDUCATION WORKSHOP**, jointly arranged by the Johannesburg City Council, FAAE, IPM and IMP, held at Mark's Park on 24 & 25 February 1993. The aim of this workshop was to review existing strategies in ABE, to examine new developments and to provide some skills and strategies for practitioners.

Dee Roup and Tracy Blues, FAAE co-ordinator and NETWORK co-editor respectively, addressed the topic of Creative Learning Methodologies. Other topics included Union perspectives, numeracy, evaluation of materials, cognitive skills, libraries, assessment of trainablility, line management involvement and new developments in ABE. Response to this workshop was most encouraging, in fact extra accommodation had to be provided at the last minute very positive comments were made to the organisers.

Reports from these two joint seminars are available from the FAAE.

2.5 REFERRALS / NETWORKING

2.5.2 FAAE SUPPORT FOR THE COMMUNITY COLLEGES INITIATIVE: **Jan - Mar 1993**

The FAAE has been actively engaged in supporting the National Community Colleges Initiative via Silas Zuma, National Coordinator. The aim is to enable a grass-roots, community-based perspective to be built into the consultation process.

A Committee for Community Based Adult Education was established (at a meeting at St Anthonys on the 14th January 1993) to facilitate this process, under the chairmanship of Motsumi Makhene of Funda Centre. Sister Magdeline Green of St Anthonys and Pule Makae of the University of the Orange Free State Need Programme, are this Committee's representatives on the National Steering Committee, together with Motsumi Makhene.

Regional Consultations and Representative Committees are being catalysed with the support of Dee Roup. One regional meeting was held at the Peninsula Technikon in the Western Cape on the 1st March 1993. A Transvaal Regional Meeting is planned for 3rd April at the FAAE and a Natal Meeting for end April.

2.5.3 FAAE SUPPORT FOR THE IEB: **Jan 1993**

Dee Roup has had discussions with Melisa King of the IEB and attended the IEB planning workshop on January 28th 1993. The focus at this meeting was "Setting up an Adult Basic Examination System". Being aware of the importance of the accreditation and assessment factors, the FAAE has arranged an afternoon seminar on Tuesday 25th May to look at these issues.

2.5.1 CONSULTATIVE WORKSHOP ON DISTANCE LEARNING FOR SAIDE: **Nov 1992**

Arranged by and held at the FAAE on 25 November 1992, the purpose of the gathering was for those present to share their knowledge and experience of ABE in the context of distance education in South Africa for Dr Solomon Inquai. Dr Inquai was in South Africa as a consultant to the South African Institute for Distance Education (SAIDE) to report on the suitability of distance education for ABE. It was agreed that all participants had benefitted from the exchange of views and contacts made.

2.5.4 THE RAINBOW PROJECT: **Jan 1992**

The FAAE initiated a consultation process in October 1992 between Intervision (Mr Mike Daffy) and FASTER (Mr Fanyana Mazibuko) to look at the use of video for improving science teaching. Mr Daffy was exploring an idea for a project to use two or three shipping containers welded together to produce instant Community Centres, to be used for meetings, educational purposes (perhaps using video or computers) and for other Community purposes. Out of this preliminary discussion, the Rainbow Project was born. There now seems to be a dilemma as to who owns that Community Centre. We can only hope this hiccough does not bring the project to a halt.

2.5.5 FAAE SUPPORT FOR LAWYERS FOR HUMAN RIGHTS: **Oct 1992**

In October 1922, the FAAE facilitated a meeting between four individuals, all of whom were pursuing the development of training for Lawyers for Human Rights. This led to a budding Network in this important specialty area.

2.5.6 FAAE HOSTING OF A DONORS MEETING ON "ABE FUNDING POLICIES" **Oct 1992**

Ed French (ZENEX) and Dee Roup (FAAE) co-hosted a meeting for Donors and Networking agencies on the 26th October 1992. The aim was to share ideas and inform one another as to priorities and problems in the funding of ABE initiatives. The outcome was a clearer understanding of the different perspectives.

Amongst the very interesting points made, perhaps the most significant were as follows:

* A need for exchange of ideas and networking amongst funders and recipients

* A need for effective evaluation procedures

* Guidelines for funding proposals (lists of priorities)

* A more careful distribution of funding to large NGOs and small NGOs

* More effective accountability procedures for NGOs

* A more careful composition of Funding Boards

* Job insecurity/lack of competitive salary packages in NGOs

* NGOs need to network effectively with less fragmentation, to counterbalance pressure from donors or future pressure from the State

Some participants have made suggestions for a follow-up procedure:

* Co-ordination of funding agencies about statements of criteria/priorities, etc

* A follow-up meeting

2.5.7 FAAE SUPPORT FOR A RESEARCH INITIATIVE BY DR JEFF WOLFSON: **Sept 1992**

In September 1992, the FAAE was approached by Dr Jeff Wolfson for assistance in making contact with Community Based Initiatives that might be suitable to house a prototype pilot project that looks at using Technology for the teaching of Maths, Science, English, Biology and Accounting. Two consultative meetings were set up with a variety of well known individuals in Community Projects and as a result the Duduza Resource Centre was chosen to set up this prototype under the guidance of Mr Kennedy Skosana. It is hoped that more of these Projects will be established.

2.6 **EVALUATION**

The IDT Finance Corporation requested the services of the FAAE for an evaluation of their training course for loan officers in February 1993. Khanya Mazibuko and Ione Burke have undertaken the evaluation. PACT has also sought the FAAE's support in an upcoming evaluation. This seems to be a developing need.

2.7 **RESEARCH**

2.7.1 NEPI RESEARCH

In January 1992 the FAAE was asked by NEPI to be part of its research process into adult education and training. The FAAE was to research the state of adult education and training in industry, government and the community in the PWV area. This was not an in depth study as the time allowed was 2 months. The data collected was incorporated into the national report.

2.7.2 SKILLS DIRECTORY OF ADULT EDUCATION

In response to a request and funding from USAID, the FAAE is compiling a directory of skills in adult education in South Africa. To be published in May, the directory will have data concerning both individuals and organisations over the widest possible constituency of adult education. The data includes details of current and past involvement in adult education in the case of individuals, and the aims, main activities and resources of organisations.

Collection of the data has proved difficult but continual updating will be a priority. The data will be stored on computer in an accessible form to aid referrals and queries.
The directory will be available at a nominal charge and will be published periodically.

2.8 **THE NETWORK MAGAZINE**

Through the dedicated hard work of co-editors, Ione Burke and Tracy Blues, in 1992 the NETWORK changed its format from a computer generated newsletter to a professionally published magazine on quality paper with colour on the outside cover and centre spread.

An indication of the favourable impression that the NETWORK has created was the request to send copies to 17 provincial libraries in the PWV and to overseas organisations. The magazine has proved a very effective public relations tool for the FORUM. When we have distributed it at seminars, conferences etc, we have had increases in the membership of the FAAE and requests to publish items or to use FAAE facilities.

The magazine is now a quarterly, (finance permitting), and features reports on all seminars held by the FAAE as well as adult education events, profiles, book reviews etc.

There have been four issues to date. Funding has proved a problem as sponsors do not seem to see funding of NETWORK as fitting in with their priorities. Yet as a networking tool the magazine has been invaluable. Networking was the FORUM'S original objective.

3 FUNDING

Initially the FAAE was self funded by a small donation per member at each seminar and an annual fee. This practice is still continued but a major fundraising effort is needed to make it possible for the FORUM to offer all the services which fulfil its role as a networking organisation promoting effective and professional adult education for change in South Africa.

In the recessionary conditions pertaining in South Africa in 1992\93 funding has become a problem for all NGO's in whatever field they operate. We are very grateful to those funders that continue to support us.
Funders for the period under review:

Major Funders -

* USAID
* Human Resources Trust
* Energos Foundation
* SA Breweries
* Anglovaal
* Mobil Foundation
* Caltex
* JCI
* Standard Bank Education Foundation
* 3 M

4 STAFF

At the close of 1991 the FAAE staff was a part- time team of two. We are now an enthusiastic and dedicated group of five permanent employees with consultants doing work for the FORUM on a regular basis.

5 FUTURE PLANS

5.1 NATIONAL ADULT EDUCATION COMPUTER INFORMATION NETWORK

A key function of the FAAE is to provide information about adult education activities, programmes, publications, resources etc. To enable us to access and provide this data more effectively the FAAE, together with other interested organisations, is exploring the feasibility of setting up a NATIONAL ADULT EDUCATION COMPUTERISED INFORMATION NETWORK.

In 1992 and in February of this year, Dee Roup, the FAAE co-ordinator, held discussions with organisations interested in computer networking and received support to continue the process.

It is suggested that instead of each adult education facility, whether NGO or University based, maintaining its own data base, and in many cases duplicating the work of others there would be a national co-operative initiative to manage and maintain,

computer-housed data bases. The proposal envisages providing central adult education organisations with software packages to enable them to manage and access the information they require. These ceninformation required by other diverse adult education initiatives. In this way anyone could have access to the data whether by computer modem, fax, telephone or mail, including individuals who do not have a computer. The aim is to be inclusive and provide ready access to information to empower the adult education process nationally and also to provide a cost effective solution to providing common information services, supporting a broad section of adult education and making it widely accessible.

The project will take account of the developments within the NGO network arena, will liaise with SANGONET and WORKNET (network service providers to the NGO community), EDUSOURCE, PRODDER and OLSET and will consult widely to discover what adult education organisations' information needs are. Flexibility will allow the project to adapt to changing needs.

5.2 LITERACY LINK

As a response to a plea from ABE and literacy practitioners to share ideas, expertise and resources, the FAAE has planned a literacy publication, **The Literacy Link,** to compliment our NETWORK magazine. The aim is to reach out to grassroots teachers and learners, providing accessible advice and information.

Proposed content will include literacy news both local and international, comments, articles, stories from learners, teachers, unions, writers etc., book reviews, in fact anything that could inform the practitioners.

Support for the project has been indicated from many credible literacy organisations. Funding proposals have been submitted to funders supportive of ABE projects.

5.3 WORKSHOP BOOKS

There are many FAAE members and others who are unable to attend our workshops for reasons of distance, time and finance. We plan to develop a workbook on the topic of each series of workshops for self-study and training purposes. The workbook from the Basic Evaluation Course, held in Feb/March 1993 is already in process.

5.4 RESOURCE BOX

The FAAE plans to develop a Resource Box of relevant information pertaining to adult education which can be made available to local organisations and those far away. This resource box will service a variety of training needs for adult education projects in various Communities.

5.5 OUTREACH

The FAAE would like to do more in the way of Outreach support and to extend the field trips undertaken to date. We plan to offer workshops that were held in JOHANNESBURG to other regions, both rural and urban. We also aim for our magazines and publications to enhance access to information to all regions. The training workbooks planned will also play a part here. Seminars held in Johannesburg are taped and recordings are available from the FAAE. Write-ups appear in the NETWORK.

6 CONCLUSION

The growth in the FAAE has been very satisfying and encourages a vision for the future of a national body of adult educators in South Africa who are professionally trained and will be prepared to contribute meaningfully towards the development process. The field of adult education should be more recognised and be firmly placed on the agenda in future discussions towards a national education policy.

March 1993

H Diemont
D Roup

for Notice Board

Forum for the Advancement of Adult Education
FAAE

Tel : Promise Rapudi
339 6322/3
Fax : 339 6886

Workshop Programme for 1993
February to June

1. BASIC EVALUATION SKILLS FOR EDUCATION & TRAINING PROJECTS		
March 03 + 04 10 + 11	PRESENTED BY : Khanya Mazibuko and Dee Roup (FAAE) Jane Hofmeyer (EDUPOL)	• What is evaluation? • How is this done? • For what purpose?
2. NEGOTIATION SKILLS & CONFLICT MANAGEMENT WORKSHOP		
Delayed to later in year	PRESENTED BY : Mr Maile Boshego (Liberty Life)	• How to negotiate with strength • Conflict management
3. ADVANCED LITERACY TEACHER's COURSE		
April 03 + 17 + 24 May 08	PRESENTED BY : Gabi Witthaus	• Interactive learning • Using learner-based materials • Creative use of authentic materials • Developing learner autonomy
4. MANAGEMENT SKILLS WORKSHOP		
May 05 + 06 + 07 12 + 13 + 14	PRESENTED BY : Benita Pavlicevic (Independent Cons.) Jessie Kgoroeadira (SACC) Dee Roup (FAAE)	• Goal setting • Strategic planning • Management • Budgeting
5. INNOVATIVE METHODOLOGIES in EXPERIENTIAL LEARNING for ADULTS		
May 15 + 22 June 05 + 12	PRESENTED BY : Tracy Blues (Independent Consultant) Jubie Dangor (Eldorado Park Violence Prevention Project)	• Use of drama in adult education • Case Studies • Role plays • Simulation studies • Teach back and buzz groups
6. ADVANCED LITERACY TEACHER's COURSE (Repeat)		
June 03 + 04 10 + 11	PRESENTED BY : Gabi Witthaus	• Interactive learning • Using learner-based materials
7. ADVANCED EVALUATION WORKSHOP		
June 01 + 02 08 + 09	PRESENTED BY : Dr Dick Fehnel Dr Jonathan Jansen Dr Julie Reddy (ABEL/TEPS)	Fourth Generation Evaluation Techniques
8. EFFECTIVE COMMUNICATION SKILLS WORKSHOP		
June 14 June 19 June 26 July 03	PRESENTED BY : Hugh McLean (Liberty Life) Pat Sullivan (Indep. Consultant) Leslie Bradford (CBDP) Carola Steinberg (ELP)	• Writing of fund-raising materials • Presentation skills • Report Writing skills • Writing instructional materials

FAAE

for Notice Board

FAAE SEMINARS FOR 1993

FIRST FAAE SEMINAR — *Wednesday, 17 February 1993*

Professor Robert Arnove
Professor, Dept of Educational Leadership & Policy Studies - School of Education, Indiana University
PAPER ON : *International Literacy Programmes, particularly those in Latin America.*

Professor Elizabeth Peterson
Literacy specialist, Asst. Professor University of South Carolina
PAPER ON : *U.S. domestic programmes in literacy - innovations & insights*

Dr Bernal-Alarcon
Sociologist, Executive Director of "Socioestudios", Bogota, Columbia
PAPER ON : *The role of the NGOs in the Literacy Field, particularly focusing on Colombia and El Salvador*

SECOND FAAE SEMINAR — Wednesday, 10 March 1993

Guest Speaker : Elizabeth Burroughs
Topic : "The Importance of Mother Tongue Education in South Africa"
Venue : FAAE Training Room

THIRD AGM — Tuesday, 30 March 1993

Guest Speaker : Silas Zuma
Topic : "Community College Initiatives for South Africa"
Venue : The Wits Club, upper Level
Note : Voting for the new 1993 Co-ordinating Committee will take place

FOURTH SEMINAR — Tuesday, 11 May 1993

Guest Speaker : Professor Ian Bellis, RAU
Topic : "From Content to Capability - Enhancing the learning of individuals and groups through focusing on outcomes, objectives and a wide range of skills for these times"
Venue : FAAE Training Room

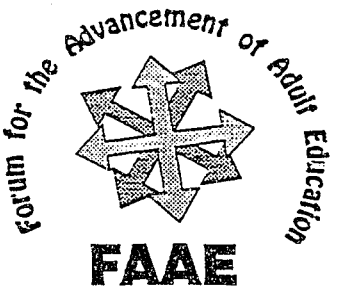
FIFTH SEMINAR — Tuesday, 25 May 1993

Guest Speaker : Melissa King (IEB)
Topic : "Developing an adult education examination framework - the work of the IEB"
Guest Speaker : Dr Fred Calitz (Safcert)
Topic : "Standardised certification of school leavers to matric level"
Guest Speaker : Cosatu Representative
Topic : (to be confirmed)
Venue : FAAE Training Room

SIXTH SEMINAR — Wednesday, 30 June 1993

Guest Speaker : Dr Dick Fehnel
Topic : "An Exit Interview"
(Dr Fehnel has been working as a Consultant in South Africa for almost two years in NGO and Adult Education Work. He is shortly due to return to the United States)
Venue : FAAE Training Room

TEL (011) 339-6322/3
FAX (011) 339-6886



3rd FLR SABLE CENTRE
41 de KORTE STREET
BRAAMFONTEIN, 2001

FORUM FOR THE ADVANCEMENT OF ADULT EDUCATION

THE FAAE WORKSHOPS FOR 1992

DATE	TOPIC	PRESENTER	NO. PRESENTS
Aug 15	Writing Instructional Materials	**Hugh Knight**	12
Aug 22	Fund Raising	**Pat Sullivan**	15
Sept 05	Report Writing	**Leslie Bradford**	18
Sept 12	Verbal Communication	**Maile Boshego**	18
Oct 26	Full Day Funders Workshop		25
Oct 27	Full Day ABE Workshop	FAAE/ZENEX/IPM/ ESKOM	125
Oct 28-29	Evaluation Workshops	**Dr Dick Fehnel** and **Dr Julie Reddy**	28
Nov 19-20	Evaluation Workshops	**Dr Dick Fehnel** and **Dr Julie Reddy**	28
Nov 25	Full Day Distance Education Workshop	**Solomon Inquai**	20
Nov 25	Full Day Phalaborwa Foundation workshops on Community Needs.	**Khanya Mazibuko** and **Monica Dladla**	50

FAAE SEMINARS HELD IN 1992

DATES	TOPICS	PRESENTERS	NO. PRESENT
March 10	COSATU proposal for a 1992 Natal Basic Educ in S.A.	**Judy Favish** **Adrienne Bird**	87
March 31	OLSET use of interactive radio for educ. purposes	**Manie Eagar** **Al Karaki**	16
May 05	Marginalised Youth research on what communities can do	**MR S Mokoena** **Mrs S Sisulu**	39
June 02	Resource Centres as an alter-native Measure to bring about change	**Motsumi Makhene in panel with Rams Ramashiya** **Mr Skosana**	48
July 29	Literacy & Change in the work-place	**Brian Woods**	29
Sept 16	Distance Education Implication for South Africa	**Don Swift**	37
Oct 14	"ELP - Case Study"	**Carola Steinberg**	
Oct 27	Full day seminar jointly organised by Zenex, IPM, FAAE and Eskom Literacy Forum.		
Nov 11	* "FAAE Activities : Now and Then"	**Dee Roup**	45
	* "Funding Priorities for Adult Education"	**Joyce Siwani**	
	* "Generating Techniques for a future perspective in Adult Education"	**Julie Reddy**	

These seminars were very well attended and positive feedback has been received.

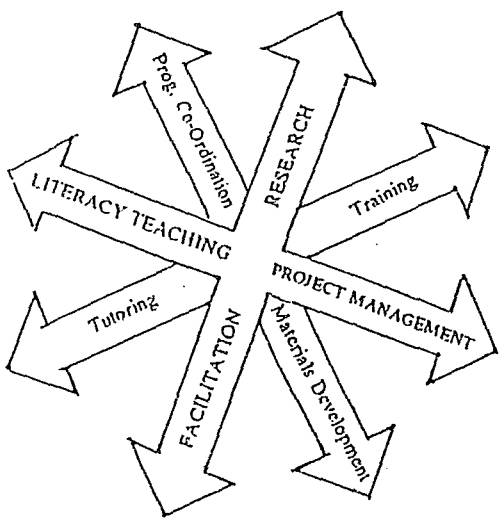
faae.sem

Appendix 9(a)

WOULD YOU LIKE TO BE

IN CONTACT

WITH OTHERS IN YOUR FIELD?



DO YOU KNOW WHERE TO FIND THEM?

WHAT DOES IT COST?

R15

WHERE CAN YOU GET IT?

from : FAAE
3rd floor
SABLE CENTRE
41 de KORTE ST
BRAAMFONTEIN
2001

phone 011 339 6322
fax 011 339 6886

Forum for the Advancement of Adult Education

FAAE

A

SKILLS DIRECTORY

OF

ADULT EDUCATION

1993



An example of an entry for an adult educator :

NAME : Themba Belle
ADDRESS : 9746 Zone 6 Ext, Pimville,
PO Pimville 1808
PHONE : 011 339 6752
FAX : 011 339 1127

CURRENT INVOLVEMENT IN ADULT EDUCATION:
Running education programmes for tenants involved in inner city housing. A Project where tenants want to purchase the buildings that they are staying in.

QUALIFICATIONS &/OR EXPERIENCE:
Training of literacy tutors. Communication programmes for organisations and individuals on inter-cultural communication, interpersonal communication and media analysis.
B Soc Sci; Diploma Ad.Ed.; Certificate in Group Media Development.

OTHER EXPERTISE &/OR INTERESTS:
Development of a curriculum for Adult Education in literacy; formation of a newspaper to focus on mother tongue literacy generated by the learners.

The

SKILLS DIRECTORY

OF

ADULT EDUCATION

1993

can help you.

This is the first edition of an annual publication listing -

* adult educators - their skills and expertise

* adult education initiatives - their aims, activities and resources.

Adult Education is a priority but the field is diverse and widespread.
Many are working in relative isolation.
We need to network for information and contact.
This Directory is an essential resource for all involved in Adult Education.

An example of an entry for an adult education initiative :

NAME : ST ANTHONY'S ADULT EDUCATION CENTRE
ADDRESS: PO Box 131 Boksburg 1460
PHONE : 011 917 4233
FAX : 011 52 7471
CONTACT PERSON : Sr Magdalen Greene

AIMS :
To provide disadvantaged adult students with relevant education and training for their personal growth, spiritual and social development - towards employment or further study.

MAIN ACTIVITIES:
Adult education - classes pm & am - literacy and basic education;
Project for students who are re-writing matric;
Finishing school for matriculants wishing to complete their matric;
Full time commercial course;
Computer courses, skills training in Wordperfect, Lotus;
Skills - sewing, welding, domestic science training;
Teacher development for primary and secondary teachers.

RESOURCES :
Well qualified staff, well equipped library; video training material and science laboratory.

Appendix 9(b)

LITERACY LINK

A MAGAZINE FOR LITERACY TEACHERS OCTOBER 1993

The ERA Initiative
CENTRE FOR CONTINUING EDUCATION

LEARNERS' WRITINGS

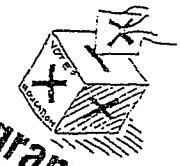
This mistake I have done it because I can't read and write.

FEATURE

Planning a Voter Education Programme

Getting literacy issues onto the airwaves





Did you receive your free copy of the first issue?
It was mailed to all paid up members.

The Literacy Link is a newsletter for literacy workers.

It features reports on conferences, seminars and workshops concerning literacy, information about upcoming events, learners writings, articles about interesting initiatives in literacy and much more. It is a collaborative process supported by the NLC and SAALAE.

All this for only R15 for 4 quarterly issues. Fill in the subscription form and send it off with your cheque to ensure you receive your copy of the February 1994 issue.

SUBSCRIBE TO LITERACY LINK

Forum for the Advancement of Adult Education
FAAE

TO FAAE
3RD FLOOR, SABLE CENTRE
41 DE KORTE ST
BRAAMFONTEIN
2001

I WOULD LIKE TO SUBSCRIBE FOR _____ COPIES OF LITERACY LINK

NAME_____

ADDRESS_____

_____

POSTAL CODE_____

I ENCLOSE R_____

Appendix 10.

Forum for the Advancement of Adult Education
FAAE

Tel (011) 339 6322/3
Fax (011) 339 6886

3rd Floor, Sable Centre, 41 de Korte Street, Braamfontein, 2001

The FAAE will be offering a comprehensive training programme in 1994 to further advance the skills and knowledge of practising facilitators/instructors at our training venue in Braamfontein. We will also be working in co-operation with other regions.

The training programme has been developed to build skills in a progressive way with the final level focusing on Management Skills. The same workshops will be held twice a month thus providing an opportunity for participants to meet their learning needs.

FURTHER DETAILS AND DATES WILL BE CIRCULATED EARLY NEXT YEAR.

LEVEL 1	LEVEL 2
1 Understanding the adult learner *2 Effective presentation skills* *3 Group facilitator/feedback skills* *4 Report writing*	1 New skills for practising Literacy ABE Teachers 2 New skills for practising Literacy ABE Teachers (continued) 3 Drama in adult education 4 Case studies/role plays in adult education
LEVEL 3	**LEVEL 4**
1 Designing/planning a training workshop 2 Managing/running a training workshop 3 Writing instructional materials 4 Teaching aids for adult education	1 Strategic planning 2 Management skills for NGO's 3 Budgeting and finance for NGO's 4 Understanding balance sheet/ financial management

For further information about the training programme contact **Promise or Nimi at the FAAE - Tel: (011) 339-6322/3**

for Notice Board

Forum for the Advancement of Adult Education
FAAE

Tel : Promise Rapudi
339 6322/3
Fax : 339 6886

Appendix II.

Workshop Programme for 1993
February to June

1. BASIC EVALUATION SKILLS FOR EDUCATION & TRAINING PROJECTS

March 03 + 04 10 + 11	PRESENTED BY : Khanya Mazibuko and Dee Roup (FAAE) Jane Hofmeyer (EDUPOL)	• What is evaluation? • How is this done? • For what purpose?

2. NEGOTIATION SKILLS & CONFLICT MANAGEMENT WORKSHOP

Delayed to later in year	PRESENTED BY : Mr Maile Boshego (Liberty Life)	• How to negotiate with strength • Conflict management

3. ADVANCED LITERACY TEACHER's COURSE

April 03 + 17 + 24 May 08	PRESENTED BY : Gabi Witthaus	• Interactive learning • Using learner-based materials • Creative use of authentic materials • Developing learner autonomy

4. MANAGEMENT SKILLS WORKSHOP

May 05 + 06 + 07 12 + 13 + 14	PRESENTED BY : Benita Pavlicevic (Independent Cons.) Jessie Kgoroeadira (SACC) Dee Roup (FAAE)	• Goal setting • Strategic planning • Management • Budgeting

5. INNOVATIVE METHODOLOGIES in EXPERIENTIAL LEARNING for ADULTS

May 15 + 22 June 05 + 12	PRESENTED BY : Tracy Blues (Independent Consultant) Jubie Dangor (Eldorado Park Violence Prevention Project)	• Use of drama in adult education • Case Studies • Role plays • Simulation studies • Teach back and buzz groups

6. ADVANCED LITERACY TEACHER's COURSE (Repeat)

June 03 + 04 10 + 11	PRESENTED BY : Gabi Witthaus	• Interactive learning • Using learner-based materials

7. ADVANCED EVALUATION WORKSHOP

June 01 + 02 08 + 09	PRESENTED BY : Dr Dick Fehnel Dr Jonathan Jansen Dr Julie Reddy (ABEL/TEPS)	Fourth Generation Evaluation Techniques

8. EFFECTIVE COMMUNICATION SKILLS WORKSHOP

	PRESENTED BY :	• Writing of fund-raising materials
June 14	Hugh McLean (Liberty Life)	• Presentation skills
June 19	Pat Sullivan (Indep. Consultant)	• Report Writing skills
June 26	Leslie Bradford (CBDP)	• Writing instructional materials
July 03	Carola Steinberg (ELP)	

Forum for the Advancement of Adult Education
FAAE

Tel : Promise Rapudi
(011) 339 6322/3
Fax : (011) 339 6886

for Notice Board

Workshop Programme for 1993 July to November

9. EXPERIENCED LITERACY TEACHERS WORKSHOP

August 05 + 06 12 + 13	PRESENTED BY : Gabi Witthaus	• Interactive learning • Using learner-based materials • Creative use of authentic materials • Developing learner autonomy

10. IMPROVING YOUR PRESENTATION SKILLS

August 20 + 21	PRESENTED BY : Pat Sullivan	• Better presentation skills • Pitfalls to avoid • Preparation and delivery

11. TOWARDS SKILLS DEVELOPMENT FOR TEACHERS

August 28 + 29	PRESENTED BY : Gabi Witthaus	• Pilot course for teachers/lecturers • Skills development for improved teaching practise and new ideas to apply for more active learner engagement

12. EXPERIENCED LITERACY TEACHERS WORKSHOP

September 02 + 03 09 + 10	PRESENTED BY : Gabi Witthaus	• Interactive learning • Using learner-based materials • Creative use of authentic materials • Developing learner autonomy

13. BASIC EVALUATION SKILLS FOR NGO's

September 11 + 18 24 + 25	PRESENTED BY : Khanya Mazibuko, Dee Roup, Jane Hofmeyr, RAy Basson	• What is evaluation? • How is this done? • For what purpose and for whom?

14. MANAGEMENT SKILLS WORKSHOP FOR NGO's

September 27, 28 29, 30	PRESENTED BY : Benita Pavlicevic Dee Roup	• Goal setting • Strategic planning • Management principles • People management

15. THE USE OF DRAMA AND ROLEPLAY IN ADULT EDUCATION

October 01 + 02 09 + 16	PRESENTED BY : Tracy Blues Zubeda Dangor	• Why use drama in adult education? • Case studies, roleplays • Games, poetry, song • Simulation studies, buzz groups & more

16. BUDGETING AND MANAGEMENT FOR NGO's

October 22 + 23 29 + 30	PRESENTED BY : Jessie Khoroeadira Leslie Bradford	• Budgeting • Understanding balance sheets • Managing this information • Decision-making

17. MANAGING GROUPS EFFECTIVELY AND GROUP MEDIATION SKILLS

November 05 + 06 12 + 13	PRESENTED BY : Zubeda Dangor Maile Boshego	• How to handle groups • Understanding group dynamics • Mediation of groups • Negotiating effectively

FAAE

for Notice Board

FAAE SEMINARS FOR 1993

FIRST FAAE SEMINAR — *Wednesday, 17 February 1993*

Professor Robert Arnove
Professor, Dept of Educational Leadership & Policy Studies - School of Education, Indiana University
PAPER ON : *International Literacy Programmes, particularly those in Latin America.*

Professor Elizabeth Peterson
Literacy specialist, Asst. Professor University of South Carolina
PAPER ON : *U.S. domestic programmes in literacy - innovations & insights*

Dr Bernal-Alarcon
Sociologist, Executive Director of "Socioestudios", Bogota, Columbia
PAPER ON : *The role of the NGOs in the Literacy Field, particularly focusing on Colombia and El Salvador*

SECOND FAAE SEMINAR — **Wednesday, 10 March 1993**

Guest Speaker : Elizabeth Burroughs
Topic : "The Importance of Mother Tongue Education in South Africa"
Venue : FAAE Training Room

THIRD AGM — **Tuesday, 30 March 1993**

Guest Speaker : Silas Zuma
Topic : "Community College Initiatives for South Africa"
Venue : The Wits Club, upper Level
Note : Voting for the new 1993 Co-ordinating Committee will take place

FOURTH SEMINAR — **Tuesday, 11 May 1993**

Guest Speaker : Professor Ian Bellis, RAU
Topic : "From Content to Capability - Enhancing the learning of individuals and groups through focusing on outcomes, objectives and a wide range of skills for these times"
Venue : FAAE Training Room

FIFTH SEMINAR — **Tuesday, 25 May 1993**

Guest Speaker : Melissa King (IEB)
Topic : "Developing an adult education examination framework - the work of the IEB"
Guest Speaker : Dr Fred Calitz (Safcert)
Topic : "Standardised certification of school leavers to matric level"
Guest Speaker : Cosatu Representative
Topic : (to be confirmed)
Venue : FAAE Training Room

SIXTH SEMINAR — **Wednesday, 30 June 1993**

Guest Speaker : Dr Dick Fehnel
Topic : "An Exit Interview"
(Dr Fehnel has been working as a Consultant in South Africa for almost two years in NGO and Adult Education Work. He is shortly due to return to the United States)
Venue : FAAE Training Room

Forum for the Advancement of Adult Education

FAAE

for Notice Board.

SEMINAR PROGRAMME 1993 : JULY - NOVEMBER

SEVENTH SEMINAR — Wednesday, 4 August 1993

Guest Speaker :	Sibongele Nene - confirmed
Topic :	"ABE extended to meet relevant needs of the learner"
Venue :	FAAE TRAINING ROOM - 3rd Floor, Sable Centre, 41 de Korte Street, Braamfontein
Time :	4.30 - 6.30
Note :	A R10 donation will be requested to cover costs.

★ FURTHER SEMINARS IN PLANNING - DETAILS TO FOLLOW ★

(Please diarise the following dates)

EIGHTH SEMINAR (Full day at FAAE) — Tuesday, 7 September 1993

Speakers :	Louise Vale : Sached - Adult Secondary Education Curriculum Cosatu Representative : Curriculae for Training at the workplace Jenny Rabinowitz : Prolit - ABE Curriculum Development
Topic :	"Current trends in Curriculum Development in Adult Education" - 1
Venue :	FAAE TRAINING ROOM - 3rd Floor, Sable Centre, 41 de Korte Street, Braamfontein
Time :	09h30 - 04h00
Cost :	R40 per person including lunch and two teas.

NINTH SEMINAR (Full day at FAAE) — Tuesday, 5 October 1993

Speakers :	Carola Steinberg - ELP Curriculum (to be confirmed) Heather Gardiner - USWE Curriculum Herman Kotze - Zenex : Curriculum being developed for training adult educators
Topic :	"Current trends in Curriculum Development in Adult Education" - 2
Venue :	FAAE TRAINING ROOM - 3rd Floor, Sable Centre, 41 de Korte Street, Braamfontein
Time :	09h30 - 4h00
Cost :	R40 per person : includes lunch and two teas.

TENTH SEMINAR (full day Conference) Wednesday, 27 October 1993

Venue :	ESKOM TRAINING CENTRE, MIDRAND
Speakers :	To be invited from the National Education Forum. (Details to follow)
Topic :	"Putting Adult Education on the Negotiation Agenda"
Attendees :	Delegations from NGO's and adult education institutions from all regions are welcome. Group activities will follow, addressing key questions of the importance to the Adult Education field.
Time :	08H30 - 04H30

ELEVENTH FUNCTION Christmas event Tuesday, 16 November 1993

First Keynote Speaker :	Kumi Naidoo - Chairman, FAAE 1993
Topic :	To be confirmed
Second Keynote Speaker :	To be confirmed
Venue :	FAAE TRAINING ROOM

Author Roup D
Name of thesis Networking In Adult Education In South Africa Roup D 1998

PUBLISHER:
University of the Witwatersrand, Johannesburg
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