

## Tutor details

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Name .....

Phone .....

## Coordinator Details

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Name .....

Phone .....

**Staff at Central Office are also available to assist you if:**

- you have trouble contacting your tutor or coordinator
- there is anything else we can help with

 **1800 018 802**

## Student Hotline

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 1800 018 802

@ readwritenow@nmtafe.wa.edu.au

 [www.read-write-now.org](http://www.read-write-now.org)

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Government of **Western Australia**  
Department of **Training**  
and **Workforce Development**



**North  
Metropolitan**

# Welcome to New Students

## Getting started with

**Read Write Now**



## Read Write Now

### Welcome to Read Write Now

Congratulations for taking the first step towards improving your reading and writing.

Read Write Now has been helping people in WA for more than 40 years.

Thousands of people have worked with volunteer tutors to reach their goals.

### You will get the most out of the program if you:

- talk with your tutor about your goals and what you need help with
- agree to meet with your tutor for at least one hour a week
- be on time at the arranged time and place
- let your tutor know—with as much notice as possible—if you cannot make the lesson or you are going to be late
- show your tutor what you need help with—workplace forms, course materials, etc.
- practise what you have been learning between your lessons
- contact your Coordinator or Central Office if you are unhappy with the program

### Take control of your learning

- you decide what you want to work on
- You set your own goals—your tutor can help you with this
- Make time at home, between lessons, to revise what you've covered with your tutor
- Giving honest feedback to your tutor is OK
- Don't give up

### Practice makes permanent

