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Success! Passing the Professional Skills Tests for Teachers



Jenny Lawson, Annabel Charles
& Trish Kreft

**CRITICAL
LEARNING**

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SAMPLE

Meet the authors



Hi, I'm Jenny Lawson.

As a long-standing member of the AlphaPlus Consultancy, I have devised many online tests for trainee teachers. Alongside my teaching and examining career, I have authored, and been the series editor for, numerous texts for ICT and mathematics, from Key Stage 1 through to A level and GNVQ. Now retired from full-time teaching, I focus on my own writing and also offer mentoring for writers wanting to be published.



I'm Annabel Charles.

I have a background in secondary English teaching and test development. I currently work freelance on a range of projects linked to literacy and assessment, including teacher training and item writing.



I'm Trish Kreft.

I have has over 35 years' experience of teaching and managing mathematics and teacher education in a variety of settings, including schools, further education, adult and community learning and university. Since 2006, I have been running my own training company as well as working as an independent consultant in mathematics teacher education, guidance and quality assurance.

Introduction

Welcome to Success!

HOW THE BOOK IS STRUCTURED

After the initial section on 'Preparation and planning: your career path into teaching' and an overview of 'The Professional Skills Tests', this book is then split into two main sections: 'Literacy skills' and 'Numeracy skills'.

The literacy skills section is subdivided according to the skills test structure: spelling, grammar and comprehension. After each of these subsections, there are practice questions – 173 in all.

The numeracy section is presented as a series of topics: number, measure, statistics, presentation of data and algebra. For each topic, the essential knowledge is given, with examples followed by practice questions – 212 in all.

At the end of both the literacy and numeracy sections there are four practice papers.

At the back of the book, there are answers to all questions, and for the numeracy questions, a 'Show me' section with the working for every question explained.

Finally, there are two glossaries – one each for literacy and numeracy – lists of acronyms and useful websites plus a comprehensive index.

HOW TO USE THE INFORMATION IN THIS BOOK

Do the online practice tests to identify your strengths and weaknesses.

For your weakest topics, study the notes and examples, and try the practice questions. If you answer a question incorrectly in the numeracy section, read the 'Show me' explanation.

Only when you feel you have grasped the techniques involved for one topic should you move on to the next topic; and so on, until you have revised all necessary topics.

Now try a practice paper or two. For any incorrect answers, work out where you are going wrong. Read back over any relevant theory.

Go back and try another online test.

Repeat until you are confident you will pass the skills tests!

WHY YOU NEED IT

You need to pass first time. If you don't you may not be offered a place on an initial teacher training (ITT) course.

If you don't pass first time, you need to pass the second time. Otherwise, you have to wait two years before you can have another go and then start your course.

OVERVIEW OF THE BOOK FEATURES

You'll see a number of icons in the margins of the book and some recurring headings. These might occur anywhere and highlight particular activities or important information.

KEY POINT: draws your attention to a really important point within the text.

GO ONLINE – directs you to search for online sources of information.

LOOK IT UP: directs you to a hard-copy source of information.

COMMON ERROR: highlights commonly made mistakes that you should be aware of and seek to avoid.

FREQUENTLY ASKED QUESTION: highlights common questions

GLOSSARY ITEM: any words that are defined in the glossary are highlighted in bold on their first appearance in the text, which might sometimes be in a heading, and further signalled by the glossary icon in the margin. The glossaries can be found at the back of the book.

CALCULATOR ALLOWED: this shows that you can use a calculator for the following batch of numeracy questions.

CALCULATOR NOT ALLOWED: this indicates that you are not allowed to use a calculator for the next batch of numeracy questions.

TRY THIS FEATURE HEADING: this heading signals an exercise for you to try that relates specifically to the text you have just read or the section you are working through. The end of the example is also clearly indicated. AQ1

PRACTICE QUESTIONS HEADING: this heading is used before a batch of practice questions, in the same format as test questions, that relate to the section of text you have just read.

EXAMPLE HEADING: used for worked examples in the numeracy section of the book.

Full **practice papers** appear at the end of parts three and four of this book and have a tint behind them so you can easily spot them.

You'll find **answers** to all the practice questions and the practice papers at the back of the book.

The **Show me** section of the answers gives you the **detailed working** for all the answers to the numeracy practice questions and practice papers. AQ2



AQ1

AQ2

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