

National Adult Literacy  
Database Inc.  
*Canada's Literacy and Essential  
Skills Network*



Base de données en alphabétisation  
des adultes inc.  
*Réseau canadien en alphabétisation et en  
compétences essentielles*

**NALD Library**  
**by Lorette Melanson**  
**Acquisitions Manager**



## **NALD Mission**

- the lead network that Canadians rely on to connect them with information, tools, resources, knowledge and expertise to enhance life-long and life-wide learning.

## **NALD's Value proposition**

- Experienced, connected and respected national bilingual network focused on learning,
- Over 20 years' experience in a technology-based environment with a business model providing services across the country,
- Stewards of Canada's largest digital library dedicated to learning and literacy,
- Knowledge of the complex dynamics of learning in the workplace and the needs of employers and workers,
- Experienced managers of large national projects.

## **NALD at your service**

- The National Adult Literacy Database provides information and resources, leveling the playing field for learners and practitioners. Since its beginnings in 1989, NALD has changed the way resources are accessed and broadened the numbers of people who access them.



## **How do documents make it to the Library? - The posting process**

- First of all, research is required to locate different types of resources whether they are English or French, Research or Learning, or Multimedia materials. In addition, members of the literacy and essential skills field often recommend resources for the NALD library.
- The NALD acquisitions manager locates a resource or series of resources online or follows up on a resource referral from a literacy organization or an individual stakeholder.
- I look for sequential and/or bilingual versions of resources, and so on...



## The NALD digital Library

- The NALD Library is made up of two main collections, **Research Materials** and **Learning Materials**.
- Research materials include whole documents such as research reports, directories, articles and reviews. Learning materials contain resources such as online books which may be used at home or in the classroom.



## **Main categories of documents**

The priority documents for posting in the NALD Library:

- Learning materials
- Aboriginal materials
- Videos and podcasts
- Workplace/workforce documents
- Essential skills curricula and other ES material
- Financial literacy
- Others as issues come up



## Numbers of documents on NALD-BDAA

- As of April 16, 2013, there were **6,345** documents in both libraries: 4,287 in English and 2,058 in French.
- In terms of collections, there were 2,233 documents in the **Learning materials** (1,103 in French) and 2,154 in **Research materials** (955 in French).

# Copyright information

Also included on the main Library page:

- All external links within documents in this library were valid at the time of publication.
- NALD does not own the copyright for documents posted in its digital Library. Copyright remains with the authors and/or publishers of the resources. We rely on the integrity and professionalism of authors and partners who write the documents.

# Search capabilities

- You can use the **Search** box to search all of the collections at once or you can view [Recent Items](#), do an [Advanced search](#) or [Browse](#) to select by title, author, date or subject. You can also do a free search by typing in a word or two in the box, such as: 'adult literacy.'
- **Different options** to choose from – see the NALD Library's front page - <http://library.nald.ca/>.





Library

Home	Headlines	Events	Library	Contacts	Websites		
Glossary	Calls for...	External resources	Newsletters	Tools			

Library Home Browse Search Advanced search

## NALD library

The NALD Library is made up of two main collections, Research Materials and Learning Materials.

You can use this search box to search all of the collections at once or you can view [Recent Additions](#), do an [Advanced search](#) or [Browse](#) to select by title, author, date or subject.

- [Recent Items](#)
- [Advanced search](#)
- [Browse](#)

### NALD adds interactive comments feature to its digital library

NALD library users will now have the opportunity to post their comments when accessing and making use of online resources. [Read More...](#)

#### Search

- 
- 
- 
- Research Materials
- 
- 
- Learning Materials
- 
- 
- Search Contents of Documents

[Search Tips / Icon Legend](#)

Search NALD 



# Search tips

- In general, you can use the search box much like you would Google's search box. You can type in a set of words and each must be found in some field in the database for the result to be a match.
- However, there are some advanced features you can use to enhance the precision of your query.
- There is a list of features with an example or two on how they can be used to search our collections.; e.g. using quotation marks or + sign.

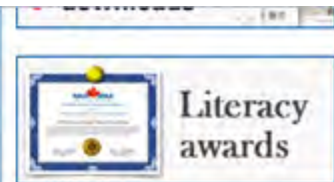
## Search Tips

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Below is a list of features with an example or two on how they can be used to search our collections.

Type	Example	Notes
<b>Fields</b>	title:change author:sticht keyword:fiction subject:"classroom materials"	Any words not prefixed with a field name will be searched across all fields. See the <a href="#">table below</a> for a complete list of fields available.
<b>Booleans</b>	(literacy OR report) AND sticht	'AND' and 'OR' must be in all caps; use parenthesis for precedence
<b>Wildcards</b>	l?teracy literac*	Use '?' for single character wildcards, and '*' for multi-character wildcards. Wildcards cannot be first character, e.g. "libraries" will not work
<b>Required values</b>	+author:sticht +title:change +title:literacy -subject:aboriginal	'+' before term is like 'AND', '-' before term is like 'NOT'
<b>Phrases</b>	"workplace literacy"	Use quotes to search for phrases
<b>Relevance boost</b>	title:workplace^2 author:sticht	
<b>Edit distance</b>	literacy~ libraries~0.8	Single words only; if unspecified, defaults to 0.5
<b>Proximity</b>	"workplace literacy"~10 [both 'workplace' and 'literacy' within 10 words]	Only works with quoted phrases; '~' also used for edit distance (see 'Edit distance' above)
<b>Ranges</b>	title:{literacy TO workplace} title:[literacy TO workplace]	use '[' for inclusive, '{' exclusive
<b>Combinations</b>	sticht AND title:{literacy TO workplace}	



# Advanced search

- Choose the collection – Research or Learning (or both).
- You can search by Title, Author, Keywords or Subjects (last 2 have a drop-down menu), as well as Year of publication.
- You can then sort the results by ascending/descending order, relevance, title, publication date or date added.

# Sorting documents after a search

- You can sort results by **ascending** or **descending** order, according to relevance, title, publication date or date added. That way, your search results will look different, depending on which document comes up first and so on.
- Try doing a free search by typing the words "essential skills," for example. If you want the results according to **relevance**, the term "essential skills" will be part of the title and when the results are assorted according to **title**, they will be in alphabetical order.

Library Home Browse Search Advanced search

**Search**

 Research Materials

 Learning Materials

 Search Contents of Documents

[Search Tips / Icon Legend](#)

Displaying Results 1 to 10 of 782

[ 1 2 3 4 5 6 7 8 9 10 ... ] [Next Page](#)

Sort by descending ▼ relevance ▼

### 1. How Essential Skills Training Benefits Business (2009)



Series: [READ Society Fact Sheet](#)


Authors: [READ Society](#)

Collection: [Research Materials](#)

This one-page fact sheet would be useful to anyone unfamiliar with Essential Skills training. The READ Society provides information and statistics about Essential Skills training under the following headings:

- Essential Skills training helps retain and promote employees
- Essential Skills training encourages employee loyalty
- Essential Skills training improves safety
- Essential Skills training increases productivity

[Downloads \(Help\)](#)

 PDF (173 KB)


[Comments](#)

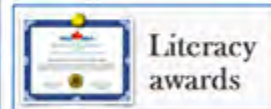
0 Comments and 0 Reactions

If you found this particular resource to be useful, please include a comment.

[Citation](#)

MLA Format

Search NALD 





## Document details

- For each document, the bibliographical details in the NALD Library usually include the following: Title, Date, Author(s), Publishers. Sometimes, there is also a series associated with it. As well, the ISBN is added if this is indicated on the document.
- You can also obtain the citation format for a specific document, by clicking on **MLA Format** or **APA Format** in the screen to the right.

# The **Browse** feature

- Browsing recently added items gives you an idea of the contents in the NALD Library:

<http://library.nald.ca/browse/recent>

- As usual, you can also browse by author, title, publication date, keywords, subjects and main subjects. This last one includes groups of documents that NALD has on different subjects, such as: *Aboriginal Materials, Adult Basic Education, Classroom Materials.*





Library



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## Browse Recent Additions

View recently added items

Browse by author

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Browse by title

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z #

Publication Date

2013 2012 2011 2010 2009 2008 2007 2006 2005 2004 2003 2002 2001 2000 1999 1998 1997 1996 1995  
1994 1993 1992 1991 1990 1989 1988 1987 1986 1985 1984 1983 1982 1981 1980 1979 1978 1977 1976  
1975 1974 No Date

Keywords

Browse by keyword, Search by Keyword

Subjects

Browse by subject, Search by Subject

Main Subjects

Aboriginal Materials, Adult Basic Education, Classroom Materials, Disabilities, ESL-English as a Second Language, Family Literacy, Justice and Legal Education, Learner Writings, Learning Disabilities, Lesson Plans, Libraries and Literacy, Literacy and Health, Multicultural Issues, Numeracy, Oral History, Plain/Clear Communication, Practitioner Resources, Research, Software, Software Reviews, Statistics Canada Documents, Technology, Volunteer, Website Reviews, Women's Issues, Workplace Literacy, Youth

Search NALD



# Browse by keyword

- When choosing the feature: [Browse by keyword](#), this will give you a long list of keywords with a number in brackets; e.g. *Assessment methods (21)* and *Assessment strategies (15)*. These numbers represent the number of documents assorted to that particular keyword.
- Only the keywords associated with at least one document will appear.



Library



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Search RALD

Browse by keyword

A

- ◊ Aboriginal (94)
- ◊ Aboriginal authors (17)
- ◊ Aboriginal culture (101)
- ◊ Aboriginal language literacy (17)
- ◊ Aboriginal languages (19)
- ◊ Aboriginal literacy (150)
- ◊ Aboriginal materials (47)
- ◊ Aboriginal peoples (29)
- ◊ Aboriginal rights (2)
- ◊ Aboriginal writings (13)
- ◊ Academic research (11)
- ◊ Academic success (19)
- ◊ Access to education (77)
- ◊ Access to information (13)
- ◊ Accessibility (22)
- ◊ Accountability (37)
- ◊ Accounting (7)
- ◊ Accreditation (5)
- ◊ Achievement (14)
- ◊ Action research (4)
- ◊ Active listening (3)
- ◊ Activity reports (3)
- ◊ Adaptability (6)
- ◊ Alphabetizing skills (4)
- ◊ Alphabets (2)
- ◊ American Sign Language (5)
- ◊ Analysis (98)
- ◊ Andragogy (2)
- ◊ Anecdotes (46)
- ◊ Anglophones (7)
- ◊ Annotated bibliographies (25)
- ◊ Annual reports (9)
- ◊ Answer sheets (2)
- ◊ Anthologies (33)
- ◊ Antiracist education (2)
- ◊ Antonyms (1)
- ◊ Apprenticeships (111)
- ◊ Aptitude (4)
- ◊ Aptitude tests (2)
- ◊ Arithmetic (20)
- ◊ Arithmetic operations (15)
- ◊ Arts (34)
- ◊ Aspirations (3)
- ◊ Assertiveness (2)
- ◊ Assessment (83)
- ◊ Assessment criteria (5)





## Interactive comments

- You can also add comments to any of the entries. This interactive feature is designed to help promote the high calibre of the NALD library offerings and also to assist users in their search for resources that are best suited to their purposes.
- You can see the **Comments** entry point to the right of the library page, between the Download button and the Citation format options.

**Comments**

If you found this particular resource to be useful, please include a comment.

Let us know who you are - A practitioner, learner, researcher, workplace educator, policy-maker, or a representative of another stakeholder group (other)? In which province or territory of Canada are you located? Or, are you from another country?

**0 comments** **0**

Best = Community Share

No one has commented yet.

Comment feed Subscribe via email **DISQUS**

The comments expressed in this format are the views of NALD users, not NALD staff or Board members.

The intended audience for the CLB is the professional field of adult ESL instructors, assessors, curriculum and resource



## Top 20 Downloads

- Each month NALD releases Library user statistics in a feature known as the **Top 20 downloads/20 Plus téléchargés**. The report examines the number of NALD Library documents, in both English and French, which are viewed and downloaded by visitors to the websites NALD and BDAA.
- The growth in the number of document downloads is a result of both increased usage and continued expansion of NALD's document holdings. This growth reflects a high and growing demand for relevant, full-text documents by the Canadian literacy and essential skills community.



## Top 20 PDF Downloads for March 2013

Each month NALD releases Library user statistics in a feature known as the Top 20 downloads/20 Plus téléchargés. The report examines the number of NALD Library documents, in both English and French, which are viewed and downloaded by visitors to the websites NALD and BDAA.

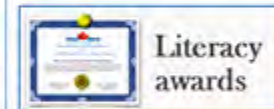
The growth in the number of document downloads is a result of both increased usage and continued expansion of NALD's full-text document holdings. This growth also indicates a high and growing demand for relevant, full-text documents by the Canadian literacy and essential skills community.

Documents from this list originated from different regions of Canada. They are representative of the NALD Library and its learning and research materials.

#	Title of Document	# of downloads
1	<b>Money Math - Everyday Math Skills</b> by NWT Literacy Council <a href="http://www.nald.ca/library/learning/nwt/mathskills/moneymath/moneymath.pdf">http://www.nald.ca/library/learning/nwt/mathskills/moneymath/moneymath.pdf</a>	248,600
2	<b>Kitchen Math - Everyday Math Skills</b> by NWT Literacy Council <a href="http://www.nald.ca/library/learning/nwt/mathskills/kitchenmath/kitchenmath.pdf">http://www.nald.ca/library/learning/nwt/mathskills/kitchenmath/kitchenmath.pdf</a>	207,873
3	<b>Hands On! - A collection of ESL Literacy Activities</b> by Halifax Immigrant Learning Centre <a href="http://www.nald.ca/library/learning/handson/handson.pdf">http://www.nald.ca/library/learning/handson/handson.pdf</a>	89,797
4	<b>Home Math</b> by NWT Literacy Council <a href="http://www.nald.ca/library/learning/nwt/mathskills/homemath/homemath.pdf">http://www.nald.ca/library/learning/nwt/mathskills/homemath/homemath.pdf</a>	82,009
5	<b>Academic Studies English: Support Materials and Exercises for Grammar - Part I: Parts of Speech</b> by Leslie Childs, New Brunswick Community College <a href="http://www.nald.ca/library/learning/academic/english/grammar/speech/module5.pdf">http://www.nald.ca/library/learning/academic/english/grammar/speech/module5.pdf</a>	58,462
6	<b>Customer Care for Housekeepers</b> by Calgary Immigrant Women's Association (CIWA)	53,174

Search NALD

Google





Please let us know if you have questions or concerns about the NALD Library. Also, let us know about resources that could be of interest and that we could share with others.

Email: [lorette.melanson@nald.ca](mailto:lorette.melanson@nald.ca)

Tel. 506-457-6844

Toll-free 1-800-720-6253, ext. 102

A general feedback form will be sent to participants by email.

