



Project Read--Menlo Park Monthly Tutor Report

Tutor's Name:
Tutor Email:
Tutoring Site:

Learner's Name:
Learner Email:

Month/Year	Tutor Hours	Prep Hours	Computer Lab Hours	Non-Tutor Hours

Success stories or tutor tips (for example: Learner attended a parent teacher conference, promotion, new job, citizenship):

Materials Used/Areas of Study:

- | | | |
|--|---|--------------------------------|
| <input type="checkbox"/> Rosetta Stone | <input type="checkbox"/> Side by side | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Basic English Grammar | <input type="checkbox"/> Easy English Times | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Challenger | <input type="checkbox"/> News for you | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Real Life English | <input type="checkbox"/> Picture dictionary | <input type="checkbox"/> _____ |

Additional materials:

Phone number and address changes (both Tutor and Learner):

Please give birth date if learner has a new baby (birth of a new baby makes the learner eligible for our Families for Literacy program):

Please e-mail this report by the 5th of each month to:

aabradshaw@menlopark.org

or drop off at

Project Read-Menlo Park

800 Alma Street

Menlo Park, CA 94025