



Task Title: Planning a Birthday Party

OALCF Cover Sheet – Practitioner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes ☐ No ☐

Goal Path: Employment ☐ Apprenticeship ☐

Secondary School ☐ Post Secondary ☐ Independence ☐

Task Description: Learners complete a list of the birthdays of family members and friends and then plan a birthday party for one person from the list.

Main Competency/Task Group/Level Indicator:

- Communicate Ideas and Information/Interact with others/B1.1
- Communicate Ideas and Information/Write continuous text/B2.1
- Communicate Ideas and Information/Complete and create documents/B3.1b

Materials Required:

- Pen/pencil and paper and/or digital device

Notes for Instructors/Practitioners

Task 1 can be scaled up to B3.2b by having the learner record the names and birthdates in a two-column table.

An optional, related skill building activity (to be done after successfully completing the task set) is included below.

OPTIONAL - Skill Building Activity: Planning a Birthday Party

Cardinal and Ordinal Numbers

A cardinal number tells us “how many”, for example, 6 kittens or 20 friends.

Ordinal numbers tell us the order of things in a set, for example, the sixth fastest or the first in line.

When we write down a date, we can write the number part in cardinal form, like this: April 1, 2014; or in ordinal form, like this: April first, 2014. When we are using this ordinal form, we are saying that the day is the first day of the month of April. The month of April is a set of 30 days.

Task 7: Using your list of birthdays from Task 1, and a calendar, find the day of the week for each birthday on your list. Make a new list, including the day of the week, the date in ordinal form, the person’s name, and that person’s relationship to you. Here are two examples:

- **Monday, March fifteenth, Jason (friend)**
- **Thursday, April twenty-seventh, Diane (mother)**

Answer:

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Learner Information

Hosting a birthday party for a friend or family member requires planning to be successful.

Work Sheet

Task 1: Make a list of three to five of your friends and family members. Next to each name, write their birthday. You may wish to call or text anyone whose birthday you do not know.

Answer:

Task 2: Look at the list you created and choose someone to plan a birthday party for. When would you like to have the party? It might be more convenient to hold the party on a weekend, for example, and not on the person's actual birthday.

Answer:

Task 3: What time would you like to hold the party?

Answer:

Task 4: Where will the party be held? You might think about parks, restaurants, your home, or other places the person enjoys.

Answer:

Task 5: Make a list of at least five people you would like to invite to the party.

Answer:

Task 6: Make a list of at least five items you would need for the party.

Answer:

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Answers

Answers will vary. B1.1 competency is only completed if the learner contacts one or more individuals to find out their birthday.

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
B1.1	shows an awareness of factors such as social, linguistic and cultural differences that affect interactions in brief exchanges with others			
	chooses appropriate language in exchanges with clearly defined purposes			
	participates in short, simple exchanges			
	speaks or signs clearly in a focused and organized way			
B2.1	Writes simple texts to request, remind or inform			
	Conveys simple ideas and factual information			
	Uses highly familiar vocabulary			
B3.1b	follows conventions to display information in lists, labels, simple forms, signs (e.g. images support the message, text is legible)			
	displays one or two categories of information organized according to content to be presented			

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This task: Was successfully completed ☐ Needs to be tried again ☐

Learner Comments:

Instructor (print):

Learner (print):