

## How to Use Dollar Works 2

The Dollar Works 2 curriculum is based on the idea that there is no “right” or “wrong” way to handle money. However, some ways are more likely to increase financial control and independence than others.

Dollar Works 2 provides an assessment (Measuring Money Skills) that identifies learner(s) current money management strengths and the money management skills they would like to improve. Using this tool the instructor and learner(s) will be able to focus on specific learner needs.

The curriculum consists of twelve units which can be used in any order. All or parts of the curriculum may be taught depending on learner(s) needs. Each unit contains:

- **Teaching Goal(s):** The goal is what will be accomplished in the unit.
- **Learning Targets:** These are concepts the learner will know or be able to do after completing the unit.
- **Additional Information:** The *Guide to Teaching Topics and Action Pages* is for the instructor only. In the guide, Action Pages are paired with the specific Teaching Topic(s) they are designed to be used with in each unit. The *Additional Resources and Information* listings are optional. They provide additional subject matter content to enhance what is provided in the Teaching Topics section of the curriculum. The *List of Terms* are designed specifically for the learner and are included on the Dollar Works 2 Handouts CD. They provide further explanation of financial terms used in the unit.
- **Teaching Topics:** These pages are for the instructor only. This part of the curriculum provides subject matter content. Teaching instructions are included within the topics and explain how to use the Action Pages in each unit.
- **Action Pages:** The Action Pages are designed specifically for the learner and are included on the Dollar Works 2 Handouts CD. Each Action Page provides subject matter content or lets the learner practice the skills being taught. Instructions are included for each Action Page.
- **Learner Feedback and Evaluation:** The Learner Feedback and Evaluation pages are designed specifically for the learner and are included on the Dollar Works 2 Handouts CD. Each unit contains an evaluation reflecting learner(s) knowledge change, additional help needed and ways to improve the teaching.

Each unit is self-contained. This means that the instructor can teach any unit in the curriculum following the outline on the first page, beginning with the teaching goal and ending with the evaluation.

For instructors needing more help in teaching, Dollar Works 2 contains additional tools. These include hints for success, how people learn, and using a teaching outline. The additional information found in the Appendix may also be helpful in locating additional resources for teaching on this area.

The supplemental Dollar Works 2 Handouts CD includes print-friendly versions of all of the learner materials. The Spanish-version of the handouts may not be exact translations as they have been culturally adapted where possible.