**Literacy Basics**

**Orientation to New LBS Managers module**

**Glossary of Acronyms**

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| **A+** | Centre AlphaPlus Centre |
| **ABC** | ABC Life Literacy Canada |
| **ACE** | Academic and Career Entrance (high school credit-equivalent certificate) |
| **ALLS** | Adult Literacy and Life Skills Survey (2003) |
| **CaMS** | Case Management System – Employment Ontario’s data management system |
| **CESBA** | Ontario Association of Adult and Continuing Education School Board Administrators (school board LBS sectoral network) |
| **CIPMS** | Continuous Improvement Management System (now performance management framework) |
| **CLO** | Community Literacy of Ontario (provincial sectoral support organisation for community-based upgrading agencies) |
| **COFA** | Coalition ontarienne de formation des adultes (provincial Francophone umbrella organisation) |
| **COJG** | Canada Ontario Job Grant – federal – provincial program administered by Employment Ontario Employment Services providers – to encourage employers to provide training for current and new employees; employers share in costs |
| **CSC** | College Sector Committee for Academic Upgrading (sectoral network of community college LBS and Adult Upgrading providers) |
| **DC** | Developmentally Challenged (terminology changes from time to time – other terms used are or have been “developmentally delayed”, “intellectually challenged”, intellectually delayed”) |
| **DLI** | Deaf Literacy Initiative (provincial umbrella organization for Deaf Literacy agencies) |
| **DSQR** | Detailed Service Quality Report (Report 64) – quarterly from CaMS – the report used by the Ministry to gauge agency success |
| **EER** | Estimate of Expenditures Report (5 per year) – Ministry requirement |
| **EO** | Employment Ontario |
| **EOIS-CaMS** | Employment Ontario Information System – Case Management System |
| **EOPG** | Employment Ontario Partners’ Gateway – MLTSD’s EO website – all memos, documents and forms etc. are posted here |
| **ES** | Employment Services OR Essential Skills |
| **ESDC** | Employment & Social Development Canada (formerly HR(S)DC – Human Resources & (Social) Development Canada) – federal department that includes literacy & essential skills |
| **ESL** | English as a Second Language |
| **ESO** | Essential Skills Ontario, formerly called Ontario Literacy Coalition (OLC) – former Anglophone stream umbrella group, now disbanded |
| **ESOL** | English for Speakers of Other Languages |
| **ETC** | Employment Training Consultant (Ministry staff assigned to funded organisations) |
| **FLD** | Family Literacy Day |
| **FSL** | French as a Second Language |
| **ILC** | Independent Learning Centre (organization that offers correspondence courses for upgrading and high school credits) |
| **ILD** | International Literacy Day (September 8th) |
| **LBS** | Literacy and Basic Skills |
| **LD** | Learning Disabilities (terminology changes from time to time – currently referred to as Learning Differences) |
| **LIP** | Local Immigration Partnership project |
| **LLMP** | Local Labour Market Plan (new name for the TOP report produced by the Workforce Development Boards) |
| **LMP** | Labour Market Partnership project |
| **LLO** | Laubach Literacy Ontario (provincial support organisation for community-based upgrading agencies) |
| **LNO** | Learning Networks of Ontario (the Regional Literacy Networks) |
| **LSP** | Literacy Services Plan |
| **LSPC** | Literacy Service Planning & Co-ordination |
| **MAESD** | Ministry of Advanced Education and Skills Development (briefly the name of MLTSD – may show in some documents) |
| **MCI** | Ministry of Citizenship and Immigration (Ontario ministry deleted in 2018) |
| **MLTSD** | Ministry of Labour, Training and Skills Development – as of 2020, Ministry that includes LBS and other Employment Ontario Programs, formerly MTCU and MAESD |
| **MTCU** | Ministry of Training, Colleges and Universities – previous name of the ministry that included LBS, now called MLTSD |
| **NALD** | National Adult Literacy Database  former site for housing a collection of information, research, and published resources for literacy and Essential Skills; no longer operating but the library collection is still available at <http://library.copian.ca/home> (EN) and <http://catalogue.cdeacf.ca/> (FR) |
| **OALCF** | Ontario Adult Literacy Curriculum Framework |
| **OEDC** | Organisation for Economic Co-operation and Development |
| **ONLC** | Ontario Native Literacy Coalition (provincial Indigenous stream umbrella group) |
| **OSSD** | Ontario Secondary School Diploma |
| **OW** | Ontario Works |
| **PMF** | Performance Management Framework (replaces CIPMS) |
| **SDM** | Service Delivery Manager at local Ministry office (supervises ETCs) |
| **SRER** | Statement of Revenue and Expenditures Report – year-end report of final Financials to MLTSD |
| **YJC** | Youth Job Connection – program administered by some ES providers, designed to prepare youth job seekers with multiple barriers for employment; includes incentives for employers to hire youth |