

Unit / Theme	Communication Skills	Writing & Discussion	CASAS	LAUSD	LCPs
1 Personal Information and Family	<ul style="list-style-type: none"> Asking for & giving personal information Identifying information on a form Spelling name aloud Identifying family members Introducing others 	<ul style="list-style-type: none"> Telling about yourself Telling about family members Drawing a family tree 	0.1.2, 0.1.4, 0.2.1, 0.2.2	<i>Beg. Literacy:</i> 1, 2, 3, 4, 5 <i>Beg. Low:</i> 1, 2, 4, 6, 7, 9, 58 <i>Beg. High:</i> 1, 4, 5, 6	<i>Literacy LCPs:</i> 01, 02, 07, 08, 15, 16 <i>LCP A:</i> 05, 14, 15 <i>LCP B:</i> 22, 31 <i>LCP C:</i> 39
2 At School	<ul style="list-style-type: none"> Identifying classroom objects Identifying classroom locations Identifying classroom actions Giving & following simple classroom commands Identifying school locations & personnel 	<ul style="list-style-type: none"> Describing a classroom Describing a school Comparing schools in different countries 	0.1.2, 0.1.5	<i>Beg. Literacy:</i> 8, 9, 11 <i>Beg. Low:</i> 12, 13, 15, 16, 17, 18 <i>Beg. High:</i> 12, 14, 15	<i>Literacy LCPs:</i> 01, 07, 15
3 Common Everyday Activities and Language	<ul style="list-style-type: none"> Identifying everyday & leisure activities Inquiring by phone about a person's activities Asking about a person's plan for future activities Social communication: Greeting people, Leave taking, Introducing yourself & others, Getting someone's attention, Expressing gratitude, Saying you don't understand, Calling someone on the telephone Describing the weather Interpreting temperatures on a thermometer (Fahrenheit & Centigrade) Describing the weather forecast for tomorrow 	<ul style="list-style-type: none"> Making a list of daily activities Describing daily routine Making a list of planned activities Describing favorite leisure activities Describing the weather 	0.1.1, 0.1.2, 0.1.4, 0.1.6, 0.2.1, 0.2.4, 1.1.5, 2.1.8, 2.3.3, 7.5.5, 7.5.6, 8.2.3, 8.2.5	<i>Beg. Literacy:</i> 5, 6 <i>Beg. Low:</i> 9, 11, 12, 13, 28, 29 <i>Beg. High:</i> 7a, 7b, 11, 26	<i>Literacy LCPs:</i> 01, 02, 07, 08, 15, 16 <i>LCP A:</i> 05, 06, 13 <i>LCP B:</i> 22, 30 <i>LCP C:</i> 39, 47

CASAS: Comprehensive Adult Student Assessment System

LAUSD: Los Angeles Unified School District content standards (*Beginning Literacy, Beginning Low, Beginning High*)

LCPs: Literacy Completion Points – Florida & Texas workforce development skills & life skills –
(*Literacy levels; LCP A – Literacy/Foundations; LCP B – Low Beginning; LCP C – High Beginning*)

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<p>4</p> <p>Numbers/ Time/ Money/ Calendar</p>	<ul style="list-style-type: none"> Using cardinal & ordinal numbers Giving information about age, number of family members, residence Telling time Indicating time of events Asking for information about arrival & departure times Identifying coins & currency – names & values Making & asking for change Identifying days of the week Identifying months of the year Asking about the year, month, day, date Asking about the date of a birthday, anniversary, appointment Giving date of birth 	<ul style="list-style-type: none"> Describing numbers of students in a class Identifying a country's population Describing daily schedule with times Telling about the use of time in different cultures or countries Describing the cost of purchases Describing coins & currency of other countries Describing weekday activities Telling about favorite day of the week & month of the year 	0.1.2, 0.2.1, 1.1.6, 2.3.1, 2.3.2	<i>Beg. Literacy:</i> 6, 12, 13 <i>Beg. Low:</i> 3, 4, 25, 26, 30 <i>Beg. High:</i> 2, 5	<i>Literacy LCPs:</i> 01, 03, 07, 09, 15, 17 <i>LCP A:</i> 08 <i>LCP B:</i> 25 <i>LCP C:</i> 42
<p>5</p> <p>Home</p>	<ul style="list-style-type: none"> Identifying types of housing & communities Requesting a taxi Calling 911 for an ambulance Identifying rooms of a home Identifying furniture Complimenting Asking for information in a store Locating items in a store Asking about items on sale Asking the location of items at home Telling about past weekend activities Identifying locations in an apartment building Identifying ways to look for housing: classified ads, listings, vacancy signs Renting an apartment Describing household problems Securing home repair services Making a suggestion Identifying household cleaning items Identifying tools and home supplies Asking to borrow an item 	<ul style="list-style-type: none"> Describing types of housing where people live Describing rooms & furniture in a residence Telling about baby products & early child-rearing practices in different countries Telling about personal experiences with repairing things Describing an apartment building Describing household cleaning chores 	0.1.2, 0.1.4, 1.4.1, 1.4.2, 1.4.7, 2.1.2, 7.5.5, 8.2.5, 8.2.6	<i>Beg. Low:</i> 12, 13, 21, 38, 39 <i>Beg. High:</i> 10c, 20, 37, 38, 39	<i>Literacy LCPs:</i> 01, 07, 11, 15, 19 <i>LCP A:</i> 04, 06, 11 <i>LCP B:</i> 21 <i>LCP C:</i> 38, 40, 45
<p>6</p> <p>Community</p>	<ul style="list-style-type: none"> Identifying places in the community Exchanging greetings Asking & giving the location of places in the community Identifying government buildings, services, & other places in a city/town center Identifying modes of transportation in a city/town center 	<ul style="list-style-type: none"> Describing places in a neighborhood Making a list of places, people, & actions observed at an intersection 	0.1.2, 0.1.4, 2.5.3, 2.5.4	<i>Beg. Literacy:</i> 5, 11 <i>Beg. Low:</i> 22, 23, 24 <i>Beg. High:</i> 23	<i>Literacy LCPs:</i> 01, 04, 07, 11, 15 <i>LCP A:</i> 05, 12 <i>LCP B:</i> 29 <i>LCP C:</i> 46

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7 Describing	<ul style="list-style-type: none"> • Describing people by age • Describing people by physical characteristics • Describing a suspect or missing person to a police officer • Describing people & things using adjectives • Describing physical states & emotions • Expressing concern about another person's physical state or emotion 	<ul style="list-style-type: none"> • Describing physical characteristics of yourself & family members • Describing physical characteristics of a favorite actor or actress or other famous person • Describing things at home & in the community • Telling about personal experiences with different emotions 	0.1.2, 0.2.1	<i>Beg. Literacy:</i> 7 <i>Beg. Low:</i> 6 <i>Beg. High:</i> 3, 7b	<i>Literacy LCPs:</i> 01, 07, 15 <i>LCP A:</i> 05 <i>LCP B:</i> 22 <i>LCP C:</i> 39, 49
8 Food	<ul style="list-style-type: none"> • Identifying food items (fruits, vegetables, meat, poultry, seafood, dairy products, juices, beverages, deli, frozen foods, snack foods, groceries) • Identifying non-food items purchased in a supermarket (e.g., household supplies, baby products, pet food) • Determining food needs to make a shopping list • Asking the location of items in a supermarket • Identifying supermarket sections • Requesting items at a service counter in a supermarket • Identifying supermarket checkout area personnel & items • Identifying food containers & quantities • Identifying units of measure • Asking for & giving recipe instructions • Complimenting someone on a recipe • Offering to help with food preparation • Identifying food preparation actions • Ordering fast food items, coffee shop items, & sandwiches • Indicating a shortage of supplies to a co-worker or supervisor • Taking customers' orders at a food service counter • Identifying restaurant objects, personnel, & actions • Making & following requests at work • Identifying & correctly positioning silverware & plates in a table setting • Inquiring in person about restaurant job openings • Ordering from a restaurant menu • Taking customers' orders as a waiter or waitress in a restaurant 	<ul style="list-style-type: none"> • Describing favorite & least favorite foods • Describing foods in different countries • Making a shopping list • Describing places to shop for food • Telling about differences between supermarkets & food stores in different countries • Making a list of items in kitchen cabinets & the refrigerator • Describing recycling practices • Describing a favorite recipe using units of measure • Telling about experience with different types of restaurants • Describing restaurants and menus in different countries • Describing favorite foods ordered in restaurants 	0.1.2, 0.1.4, 1.1.1, 1.1.7, 1.3.7, 1.3.8, 2.6.4, 4.8.3	<i>Beg. Literacy:</i> 5, 14 <i>Beg. Low:</i> 14, 32, 35, 37 <i>Beg. High:</i> 10c, 30, 31, 34, 36	<i>Literacy LCPs:</i> 01, 05, 07, 12, 15, 20 <i>LCP A:</i> 05, 07, 11 <i>LCP B:</i> 24, 28 <i>LCP C:</i> 45

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<p>9</p> <p>Colors, Clothing, & Shopping</p>	<ul style="list-style-type: none"> • Identifying colors • Complimenting someone on clothing • Identifying clothing items, including outerwear, sleepwear, underwear, exercise clothing, footwear, jewelry, & accessories • Talking about appropriate clothing for different weather conditions • Expressing clothing needs to a store salesperson • Locating clothing items • Inquiring about ownership of found clothing items • Indicating loss of a clothing item • Asking about sale prices in a clothing store • Reporting theft of a clothing item to the police • Stating preferences during clothing shopping • Expressing problems with clothing & the need for alterations • Identifying departments & services in a department store • Asking the location of items in a department store • Asking to buy, return, exchange, try on, & pay for department store items • Asking about regular & sales prices, discounts, & sales tax • Interpreting a sales receipt • Offering assistance to customers as a salesperson • Expressing needs to a salesperson in a store • Identifying electronics products, including video & audio equipment, telephones, cameras, & computers • Identifying components of a computer & common computer software • Complimenting someone about an item & inquiring where it was purchased 	<ul style="list-style-type: none"> • Describing the flags of different countries • Telling about emotions associated with different colors • Telling about clothing & colors you like to wear • Describing clothing worn at different occasions (e.g., going to schools, parties, weddings) • Telling about clothing worn in different weather conditions • Telling about clothing worn during exercise activities • Telling about footwear worn during different activities • Describing the color, size, & pattern of favorite clothing items • Comparing clothing fashions now & a long time ago • Describing a department store • Telling about stores that have sales • Telling about an item purchased on sale • Comparing different types & brands of video & audio equipment, telephones, & cameras • Describing personal use of a computer • Sharing opinions about why computers are important 	<p>0.1.2, 0.1.3, 0.1.4, 1.1.9, 1.2.1, 1.2.2, 1.2.3, 1.3.3, 1.3.7, 1.3.9, 1.6.3, 1.6.4, 4.8.3, 8.2.4</p>	<p><i>Beg. Literacy:</i> 5, 8, 13, 14</p> <p><i>Beg. Low:</i> 14, 31, 32, 33, 34</p> <p><i>Beg. High:</i> 10c, 30, 33, 60</p>	<p><i>Literacy LCPs:</i> 01, 04, 07, 11, 15, 19</p> <p><i>LCP A:</i> 05, 11, 15</p> <p><i>LCP B:</i> 28</p> <p><i>LCP C:</i> 45</p>

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10 Community Services	<ul style="list-style-type: none"> • Requesting bank services & transactions (e.g., deposit, withdrawal, cashing a check, obtaining traveler's checks, opening an account, applying for a loan, exchanging currency) • Identifying bank personnel • Identifying bank forms • Asking about acceptable forms of payment (cash, check, credit card, money order, traveler's check) • Identifying household bills (rent, utilities, etc.) • Identifying family finance documents & actions • Following instructions to use an ATM machine • Requesting post office services & transactions • Identifying types of mail & mail services • Identifying different ways to buy stamps • Requesting non-mail services available at the post office (money order, selective service registration, passport application) • Identifying & locating library sections, services, & personnel • Asking how to find a book in the library • Identifying community institutions, services, and personnel (police, fire, city government, public works, recreation, sanitation, religious institutions) • Identifying types of emergency vehicles 	<ul style="list-style-type: none"> • Describing use of bank services • Telling about household bills & amounts paid • Telling about the person responsible for household finances • Describing use of ATM machines • Describing use of postal services • Comparing postal systems in different countries • Telling about experience using a library • Telling about the location of community institutions • Describing experiences using community institutions 	0.1.2, 1.3.1, 1.3.3, 1.4.4, 1.5.1, 1.5.3, 1.8.1, 1.8.2, 1.8.4, 2.4.1, 2.4.2, 2.4.4, 2.5.1, 2.5.4, 2.5.6, 8.2.1	<i>Beg. Low:</i> 8 <i>Beg. High:</i> 24, 28, 29	<i>Literacy LCPs:</i> 01, 07, 15, 19 <i>LCP A:</i> 08, 11, 12 <i>LCP B:</i> 25, 28, 29 <i>LCP C:</i> 42, 44, 46

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<p>11 Health</p>	<ul style="list-style-type: none"> • Identifying parts of the body & key internal organs • Describing ailments, symptoms, & injuries • Asking about the health of another person • Identifying items in a first-aid kit • Describing medical emergencies • Identifying emergency medical procedures (CPR, rescue breathing, Heimlich maneuver) • Calling 911 to report a medical emergency • Identifying major illnesses • Talking with a friend or co-worker about illness in one's family • Following instructions during a medical examination • Identifying medical personnel, equipment, & supplies in medical & dental offices • Understanding medical & dental personnel's description of procedures during treatment • Understanding a doctor's medical advice and instructions • Identifying over-the-counter medications • Understanding dosage instructions on medicine labels • Identifying hospital departments & personnel • Identifying equipment in a hospital room • Identifying actions & items related to personal hygiene • Locating personal care products in a store • Identifying actions & items related to baby care 	<ul style="list-style-type: none"> • Describing self • Telling about a personal experience with an illness or injury • Describing remedies or treatments for common problems (cold, stomachache, insect bite, hiccups) • Describing experience with a medical emergency • Describing a medical examination • Describing experience with a medical or dental procedure • Telling about medical advice received • Telling about over-the-counter medications used • Comparing use of medications in different countries • Describing a hospital stay • Making a list of personal care items needed for a trip • Comparing baby products in different countries 	<p>0.1.2, 0.1.4, 1.3.7, 2.1.2, 2.5.3, 2.5.9, 3.1.1, 3.1.2, 3.1.3, 3.3.1, 3.3.2, 3.3.3, 3.4.2, 3.4.3, 3.5.4, 3.5.5, 3.5.9, 8.1.1</p>	<p><i>Beg. Literacy:</i> 9 <i>Beg. Low:</i> 12, 21, 32, 43, 44, 45, 46 <i>Beg. High:</i> 10b, 20, 30, 43, 45, 46, 47, 50</p>	<p><i>Literacy LCPs:</i> 01, 05, 06, 07, 12, 14, 15, 20, 22 <i>LCP A:</i> 06, 07, 10, 14 <i>LCP B:</i> 24, 27 <i>LCP C:</i> 40, 41, 44, 48</p>

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<p>12 School Subjects and Activities</p>	<ul style="list-style-type: none"> • Identifying school subjects • Identifying extracurricular activities • Sharing after-school plans • MATH: <ul style="list-style-type: none"> • Asking & answering basic questions during a math class • Using fractions to indicate sale prices • Using percents to indicate test scores & probability in weather forecasts • Identifying high school math subjects • Using measurement terms to indicate height, width, depth, length, distance • Interpreting metric measurements • Identifying types of lines, geometric shapes, & solid figures • ENGLISH LANGUAGE ARTS: <ul style="list-style-type: none"> • Identifying types of sentences • Identifying parts of speech • Identifying punctuation marks • Providing feedback during peer-editing • Identifying steps of the writing process • Identifying types of literature • Identifying forms of writing • GEOGRAPHY: <ul style="list-style-type: none"> • Identifying geographical features & bodies of water • Identifying natural environments (desert, jungle, rainforest, etc.) • SCIENCE: <ul style="list-style-type: none"> • Identifying science classroom/laboratory equipment • Asking about equipment needed to do a science procedure • Identifying steps of the scientific method 	<ul style="list-style-type: none"> • Telling about favorite school subject • Telling about extracurricular activities • Comparing extracurricular activities in different countries • Describing math education • Telling about something bought on sale • Researching & sharing information about population statistics using percents • Describing favorite books & authors • Describing newspapers & magazines read • Telling about use of different types of written communication • Describing the geography of your country • Describing geographical features experienced • Describing experience with scientific equipment • Describing science education • Brainstorming a science experiment & describing each step of the scientific method 	<p>0.1.2, 0.1.3, 0.1.5, 0.2.3, 1.1.2, 1.1.4, 2.5.5, 2.5.9, 2.7.5, 5.2.5, 6.0.1, 6.0.2, 6.0.4, 6.1.1, 6.1.2, 6.1.3, 6.1.4, 6.4.1, 6.4.2, 6.6.1, 6.6.2, 6.8.1</p>	<p><i>Beg. Literacy:</i> 15 <i>Beg. Low:</i> 12, 16, 17 <i>Beg. High:</i> 7a, 14, 31</p>	<p><i>Literacy LCPs:</i> 01, 07, 15 <i>LCP A:</i> 14 <i>LCP B:</i> 31 <i>LCP C:</i> 39, 48</p>

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<p>13 Work</p>	<ul style="list-style-type: none"> Identifying occupations Talking about occupation during social conversation Identifying job skills & work activities Indicating job skills during an interview Identifying types of job advertisements (help wanted signs, job notices, classified ads) Interpreting abbreviations in job advertisements Identifying each step in a job-search process Making requests at work Identifying factory locations, equipment, & personnel Asking the location of workplace departments & personnel to orient oneself as a new employee Asking about the location & activities of a co-worker Identifying construction site machinery, equipment, and building materials Asking a co-worker for a workplace item Warning a co-worker of a safety hazard Asking whether there is a sufficient supply of workplace materials Identifying job safety equipment Interpreting warning signs at work Reminding someone to use safety equipment Asking the location of emergency equipment at work 	<ul style="list-style-type: none"> Career exploration: sharing ideas about occupations that are interesting, difficult, important Describing occupation & occupations of family members Describing job skills Describing a familiar job (skill requirements, qualifications, hours, salary) Telling about how people found their jobs Telling about experience with a job search or job interview Describing a nearby factory & working conditions there Comparing products produced by factories in different countries Describing building materials used in ones dwelling Describing a nearby construction site Telling about experience with safety equipment Describing the use of safety equipment in the community 	<p>0.1.2, 0.1.6, 4.1.2, 4.1.3, 4.1.5, 4.1.6, 4.1.7, 4.1.8, 4.3.1, 4.3.3, 4.3.4, 4.5.1, 4.6.1, 7.1.1, 7.5.5</p>	<p><i>Beg. Literacy:</i> 5, 10 <i>Beg. Low:</i> 11, 12, 14, 48, 49, 50, 51, 52, 53, 54, 56 <i>Beg. High:</i> 7a, 8a, 11, 51, 54</p>	<p><i>Literacy LCPs:</i> 01, 07, 10, 14, 15, 18, 22 <i>LCP A:</i> 01, 02, 03, 04, 10 <i>LCP B:</i> 18, 19, 20, 21, 27 <i>LCP C:</i> 35, 36, 38, 44</p>
<p>14 Transportation and Travel</p>	<ul style="list-style-type: none"> Identifying modes of local & inter-city public transportation Expressing intended mode of travel Asking about a location to obtain transportation (bus stop, bus station, train station, subway station) Locating ticket counters, information booths, fare card machines, & information signage in transportation stations Giving & following driving directions (using prepositions of motion) Interpreting traffic signs Warning a driver about an upcoming sign Interpreting compass directions Asking for driving directions Following instructions during a driver's test Repeating to confirm instructions Identifying airport locations & personnel (check-in, security, gate, baggage claim, Customs & Immigration) Asking for location of places & personnel at an airport Indicating loss of travel documents or other items 	<ul style="list-style-type: none"> Describing mode of travel to different places in the community Describing local public transportation Comparing transportation in different countries Describing your route from home to school Describing how to get to different places from home and school Describing local traffic signs Comparing traffic signs in different countries Describing a familiar airport Telling about an experience with Customs & Immigration 	<p>0.1.2, 0.1.3, 0.1.6, 1.9.1, 1.9.2, 1.9.4, 2.2.1, 2.2.2, 2.2.3, 2.2.4, 2.5.4</p>	<p><i>Beg. Literacy:</i> 5, 10 <i>Beg. Low:</i> 11, 13, 23, 24, 42, 48, 49 <i>Beg. High:</i> 11, 23, 41</p>	<p><i>Literacy LCPs:</i> 01, 04, 06, 07, 13, 15, 21 <i>LCP A:</i> 09 <i>LCP B:</i> 26 <i>LCP C:</i> 43</p>

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<p>15 Recreation and Entertainment</p>	<ul style="list-style-type: none"> Identifying places to go for outdoor recreation, entertainment, culture, etc. Asking for & offering a suggestion for a leisure activity Describing past weekend activities Describing activities planned for a future day off or weekend Identifying individual sports & recreation activities Asking and telling about favorite sports and recreation activities Describing exercise habits & routines Identifying team sports & terms for players & playing fields Commenting on a player's performance during a game Engaging in small talk about favorite sports, teams, and players Identifying types of entertainment & cultural events Identifying different genres of music, movies, & TV programs Expressing likes about types of entertainment 	<ul style="list-style-type: none"> Describing favorite places to go & activities there Describing favorite individual sports & recreation activities Comparing individual sports & recreation activities popular in different countries Describing favorite team sports & famous players Telling about favorite types of entertainment Comparing types of entertainment popular in different countries Telling about favorite performers Telling about favorite types of music, movies, & TV programs 	<p>0.1.2, 0.1.3, 0.1.4, 0.2.4, 2.6.1, 2.6.2, 2.6.3, 2.7.6, 3.5.8, 3.5.9</p>	<p><i>Beg. Low:</i> 12, 13, 14 <i>Beg. High:</i> 7a</p>	<p><i>Literacy LCPs:</i> 01, 07, 15 <i>LCP A:</i> 05, 06 <i>LCP C:</i> 39</p>
<p>16 U.S. Civics</p>	<ul style="list-style-type: none"> Producing correct form of identification when requested (driver's license, social security card, student I.D. card, employee I.D. badge, permanent resident card, passport, visa, work permit, birth certificate, proof of residence) Identifying the three branches of U.S. government (legislative, executive, judicial) & their functions Identifying senators, representatives, the president, vice-president, cabinet, Supreme Court justices, & the chief justice, & the branches of government in which they work Identifying the key buildings in each branch of government (Capitol Building, White House, Supreme Court Building) Identifying the Constitution as "the supreme law of the land" Identifying the Bill of Rights Naming freedoms guaranteed by the 1st Amendment Identifying key amendments to the Constitution Identifying key holidays & dates they occur 	<ul style="list-style-type: none"> Telling about forms of identification & when needed Comparing the governments of different countries Describing how people in a community "exercise their 1st Amendment rights" Brainstorming ideas for a new amendment to the Constitution Describing U.S. holidays you celebrate Describing holidays celebrated in different countries 	<p>0.1.2, 0.1.3, 2.7.1, 5.1.6, 5.2.1, 5.2.2, 5.5.2, 5.5.3, 5.5.4</p>	<p><i>Beg. Low:</i> 40 <i>Beg. High:</i> 40, 42</p>	<p><i>Literacy LCPs:</i> 01, 07, 15 <i>LCP A:</i> 12 <i>LCP B:</i> 26, 29 <i>LCP C:</i> 43, 46</p>