

# TEXAS STANDARDIZED CURRICULUM FRAMEWORK

## Adult ESL - Literacy Completion Point F

Student Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Entry Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

The student is able to ...

### WORKFORCE DEVELOPMENT SKILLS

#### Standard 86.00 - Obtaining Employment

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>86.01</b>	Plan a career path & develop a portfolio
<b>86.02</b>	Interpret want ads, job announcements & networking
<b>86.03</b>	Present a positive image, job interviewing, follow up
<b>86.04</b>	Understand job specifications, policies, benefits

#### Standard 87.00 - Maintaining Employment

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>87.01</b>	Understand U.S. work ethics
<b>87.02</b>	Communicate with supervisor & co-workers
<b>87.03</b>	Understand work performance evaluations
<b>87.04</b>	Understand worker's rights
<b>87.05</b>	Understand safety procedures

#### Standard 88.00 - Career Advancement

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>88.01</b>	Understand job advancement, job postings & vacant listings
<b>88.02</b>	Update résumé & locate career advancement services
<b>88.03</b>	Write an action plan for achieving goals
<b>88.04</b>	Use test taking strategies

#### Standard 89.00 - Accessing Applied Technology

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>89.01</b>	Operate equipment necessary for home & work
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### LIFE SKILLS

#### Standard 90.00 - Effective Interpersonal Communication

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>90.01</b>	Comprehend & respond in face-to-face conversations
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<b>90.02</b>	Use appropriate language for social, academic & life situations
<b>90.03</b>	Identify bias, prejudice or propaganda

#### Standard 91.00 - Telephone Communication

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>91.01</b>	Take notes from recorded messages, reporting
<b>91.02</b>	Give & request information clearly by telephone

#### Standard 92.00 - Health & Nutrition

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>92.01</b>	Recognize substance/drug abuse & find treatment
<b>92.02</b>	Ask for & give advice on health & nutrition
<b>92.03</b>	Apply personal hygiene & grooming practices

#### Standard 93.00 - Time & Money

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>93.01</b>	Reconcile a bank statement
<b>93.02</b>	Use banking terms & services
<b>93.03</b>	Develop a monthly budget

#### Standard 94.00 - Transportation & Travel

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>94.01</b>	Plan a trip determining cost, schedules & time factors
<b>94.02</b>	Respond properly if stopped by law enforcement officers
<b>94.03</b>	Describe best responses to transportation problems

#### Standard 95.00 - Safety & Security

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>95.01</b>	Understand responsibilities of owning a gun
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#### Standard 96.00 - Consumer Education

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>96.01</b>	Identify ways to economize
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## Adult ESL - Literacy Completion Point   F

Student Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

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The student is able to ...

### Standard 97.00 - Government & Community Resources

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>97.01</b>	Describe U.S. main holidays & social customs
<b>97.02</b>	Understand U.S. system of government (3 branches)
<b>97.03</b>	Understand trial by jury & other elements of court
<b>97.04</b>	Request & respond to business/government information

### Standard 98.00 - Environment & the World

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>98.01</b>	Describe evacuation procedures & emergency services
<b>98.02</b>	Compare & contrast environmental issues

### Standard 99.00 - Family & Parenting

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>99.01</b>	Communicating with school staff
<b>99.02</b>	Access educational opportunities for children
<b>99.03</b>	Describe acceptable & unacceptable parenting & disciplinary practices

### ACADEMIC SKILLS

#### Standard 100.00 - Reading, Speaking, Listening & Writing

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>100.01</b>	Use responsive listening, paraphrasing & summarizing
<b>100.02</b>	Comprehend lectures & tests
<b>100.03</b>	Clarify meaning by asking relevant questions
<b>100.04</b>	Recognize & use idioms appropriately
<b>100.05</b>	Use dictionary & thesaurus effectively
<b>100.06</b>	Use textbook effectively

<b>100.07</b>	Preview & make predictions prior to reading
<b>100.08</b>	Recognize & restate sequence of events
<b>100.09</b>	Distinguish fact from opinion, make inferences
<b>100.10</b>	Identify the main idea, topic sentences & details
<b>100.11</b>	Interpret diagrams, tables, graphs & schedules
<b>100.12</b>	Summarize a reading passage
<b>100.13</b>	Preview, skim & scan text
<b>100.14</b>	Use prewriting strategies (brainstorming, outlining, etc...)
<b>100.15</b>	Write two or more paragraphs that are focused & organized
<b>100.16</b>	Draft & revise a composition (introduction, body, conclusion)
<b>100.17</b>	Edit documents for spelling, punctuation & grammar
<b>100.18</b>	Write for a purpose (business, memos, letters, reports)
<b>100.19</b>	Demonstrate note-taking strategies

#### Standard 101.00 - Standard Grammar Structures

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>101.01</b>	Use verbs
<b>101.02</b>	Identify & use parts of speech in sentences
<b>101.03</b>	Use different sentence structures

#### Standard 102.00 - Pronunciation

Date: \_\_\_\_\_ Instructor: \_\_\_\_\_

<b>102.01</b>	Produce stress & intonation in phrases & sentences
<b>102.02</b>	Reproduce consonant blends
<b>102.03</b>	Produce blends, diphthongs & digraphs
<b>102.04</b>	Produce voiced & voiceless sounds