

Introduction to Information Technology		8207310
Outcome # 01.0 DEMONSTRATE KNOWLEDGE, SKILL, AND APPLICATION OF INFORMATION SYSTEMS TO ACCOMPLISH JOB OBJECTIVES AND ENHANCE WORKPLACE PERFORMANCE—THE STUDENT WILL BE ABLE TO:		
Performance Task# 01.01 Develop keyboarding skills to enter and manipulate text and data.		
SSS Strand:		Essential Work Skills
No SSS Link to this Student Performance Standard.		No Essential Work Skill
Performance Task# 01.02 Describe and use current and emerging computer technology and software to perform personal and business related tasks.		
SSS Strand: Reading		Essential Work Skills
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important. e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories. e30 Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e49 Read for main idea first and then read for detail. e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6 L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7 H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills
LA.B 2.4.4 L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills
SC.H 3.4.2 H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.

SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design an technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 01.03 Identify and describe communications and networking systems used in workplace environments.

SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according t the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design an technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 01.04 Use reference materials such as on-line help, vendor bulletin boards, tutorials, and manuals available for application software.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 01.06 Troubleshoot problems with computer hardware peripherals and other office equipment.

SSS Strand: Reading		Essential Work Skills	

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitations into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 01.07 Describe ethical issues and problems associated with computers and information systems.				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115 (Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Outcome # 02.0 DEMONSTRATE COMPREHENSION AND COMMUNICATION SKILLS—THE STUDENT WILL BE ABLE TO:

Performance Task# 02.03 Use listening, speaking, telecommunication and nonverbal skills and strategies to communicate effectively with supervisors, co-workers, and customers.

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32 Make informed judgments about the content, organization, and delivery of spoken communication.
			e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
L.A.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously. e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

SSS Strand: Language	Essential Work Skills
-----------------------------	------------------------------

L.A.D 1.4.2	L	Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias.	e27 Define a position on a controversial topic and write a persuasive essay or make an oral presentation likely to persuade a specific audience to change an opinion or take a particular action.
--------------------	----------	---	--

Performance Task# 02.62	Organize ideas and communicate oral and written messages appropriate for information technology environments.
--------------------------------	--

SSS Strand: Listening, Viewing and Speaking	Essential Work Skills
--	------------------------------

L.A.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
--------------------	----------	---	--

L.A.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32 Make informed judgments about the content, organization, and delivery of spoken communication.
--------------------	----------	---	---

		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
--	--	------------	---

		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
--	--	------------	---

		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
--	--	------------	---

L.A.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
--------------------	----------	--	--

		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
--	--	------------	---

SSS Strand: Language	Essential Work Skills
-----------------------------	------------------------------

L.A.D 1.4.2	L	Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias.	e27 Define a position on a controversial topic and write a persuasive essay or make an oral presentation likely to persuade a specific audience to change an opinion or take a particular action.
--------------------	----------	---	--

Performance Task# 02.63	Collaborate with individuals and teams to complete tasks and solve information technology problems.
--------------------------------	--

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32 Make informed judgments about the content, organization, and delivery of spoken communication.
			e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70 Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

SSS Strand: Language		Essential Work Skills	
LA.D 1.4.2	L	Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias.	e27 Define a position on a controversial topic and write a persuasive essay or make an oral presentation likely to persuade a specific audience to change an opinion or take a particular action.

Performance Task# 02.64 Identify, define, and discuss professional information technology terminology appropriate for internal and external communications in an information technology environment.

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32 Make informed judgments about the content, organization, and delivery of spoken communication.
			e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70 Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.

		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
SSS Strand: Language		Essential Work Skills	
LA.D 1.4.2	L Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias.	e27	Define a position on a controversial topic and write a persuasive essay or make an oral presentation likely to persuade a specific audience to change an opinion or take a particular action.
Performance Task# 02.65 Apply the writing process to the creation of appropriate documents following designated business formats.			
SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.2	L Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
SSS Strand: Language		Essential Work Skills	
LA.D 1.4.2	L Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias.	e27	Define a position on a controversial topic and write a persuasive essay or make an oral presentation likely to persuade a specific audience to change an opinion or take a particular action.
Performance Task# 02.66 Demonstrate an awareness of project management concepts and tools (e.g., timelines, deadlines, resource allocation, time management, delegation of tasks, collaboration, etc.).			
SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.

LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
			e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

SSS Strand: Language

Essential Work Skills

LA.D 1.4.2	L	Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias.	e27	Define a position on a controversial topic and write a persuasive essay or make an oral presentation likely to persuade a specific audience to change an opinion or take a particular action.
-------------------	----------	---	------------	---

Outcome # 03.0 USE TECHNOLOGY TO ENHANCE THE EFFECTIVENESS OF COMMUNICATION SKILLS—THE STUDENT WILL BE ABLE TO:

Performance Task# 03.03 Use database, spreadsheet, presentation software, scheduling, and integrated software packages to enhance communication.

SSS Strand: Reading

Essential Work Skills

LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
-------------------	----------	--	------------	--

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.1	L	Writes text, notes, outlines, comments, and observations that demonstrate comprehension and synthesis of content, processes, and experiences from a variety of media.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.B 2.4.2	L	Organizes information using appropriate systems.	e12	Draft a report that engages an audience and is concise, clear, well organized, accurate, and informative.

SSS Strand: Listening, Viewing and Speaking

Essential Work Skills

LA.C 3.4.3	L	Uses details, illustrations, analogies, and visual aids to make oral presentations that inform, persuade, or entertain.	e10	Prepare and deliver individual speeches by gathering information, rehearsing, making eye contact, speaking loudly enough, delivering information in a well organized fashion, and appealing to the needs of the target audience.
-------------------	----------	---	------------	--

Performance Task# 03.06 Respond to and utilize information derived from multiple sources (e.g., written documents, instructions, e-mail, voice mail) to solve business problems and complete business tasks.

SSS Strand: Reading		Essential Work Skills	
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.1	L Writes text, notes, outlines, comments, and observations that demonstrate comprehension and synthesis of content, processes, and experiences from a variety of media.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.B 2.4.2	L Organizes information using appropriate systems.	e12	Draft a report that engages an audience and is concise, clear, well organized, accurate, and informative.

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 3.4.3	L Uses details, illustrations, analogies, and visual aids to make oral presentations that inform, persuade, or entertain.	e10	Prepare and deliver individual speeches by gathering information, rehearsing, making eye contact, speaking loudly enough, delivering information in a well organized fashion, and appealing to the needs of the target audience.

Outcome # 04.0 DEVELOP AN AWARENESS OF MANAGEMENT FUNCTIONS AND ORGANIZATIONAL STRUCTURES AS THEY RELATE TO TODAY’S WORKPLACE AND EMPLOYER/ EMPLOYEE ROLES—THE STUDENT WILL BE ABLE TO:

Performance Task# 04.01 Explore, design, implement, and evaluate organizational structures and cultures. for managing project teams.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L		Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.
		e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L		Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.
		e32	Make informed judgments about the content, organization, and delivery of spoken communication.
		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1	L		Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.
		e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L		Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.
		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Performance Task# 04.02 Explore and demonstrate an awareness of current trends in business and the employee's role in maintaining productive business environments in today's global workplace.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H		Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L		Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.

		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking	Essential Work Skills
--	------------------------------

LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32 Make informed judgments about the content, organization, and delivery of spoken communication.
			e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70 Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92 Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Performance Task# 04.03	Collaborate with individuals and teams to complete tasks and solve business-related problems and demonstrate initiative, courtesy, loyalty, honesty, cooperation, and punctuality as a team member.
--------------------------------	--

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

--	--

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Listening, Viewing and Speaking			Essential Work Skills	
LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
			e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Outcome # 05.0 PRACTICE QUALITY PERFORMANCE IN THE LEARNING ENVIRONMENT AND THE WORKPLACE—THE STUDENT WILL BE ABLE TO:

Performance Task# 05.01 Assess personal, peer and group performance and identify and implement strategies for improvement (e.g., organizational skills, note taking/outlining, advance organizers, reasoning skills, problem-solving skills, and decision-making skills).

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.	
LA.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and/or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Performance Task# 05.02 Develop criteria for assessing products and processes that incorporate effective business practices (e.g., time management, productivity, total quality management).

SSS Strand: Reading		Essential Work Skills		
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e49	Read for main idea first and then read for detail.
			e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Listening, Viewing and Speaking		Essential Work Skills		
LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.

LA.C 1.4.3 L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1 L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2 L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
Outcome # 06.0 INCORPORATE APPROPRIATE LEADERSHIP AND SUPERVISION TECHNIQUES, CUSTOMER SERVICE STRATEGIES, AND STANDARDS OF PERSONAL ETHICS TO ACCOMPLISH JOB OBJECTIVES AND ENHANCE WORKPLACE PERFORMANCE—THE STUDENT WILL BE ABLE TO:			
Performance Task# 06.03 Demonstrate awareness of the following workplace essentials: Quality customer service; business ethics; confidentiality of information; copyright violations; accepted workplace rules, regulations, policies, procedures, processes, and workplace safety, and appropriate attire and grooming.			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.

		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
L.A.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking	Essential Work Skills
--	------------------------------

L.A.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
L.A.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
			e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
L.A.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
L.A.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Outcome # 07.0 APPLY MATHEMATICAL OPERATIONS AND PROCESSES AS WELL AS FINANCIAL PLANNING STRATEGIES TO COMMONLY OCCURRING SITUATIONS IN THE WORKPLACE TO ACCOMPLISH JOB OBJECTIVES AND ENHANCE WORKPLACE PERFORMANCE—THE STUDENT WILL BE ABLE TO:

Performance Task# 07.01 Analyze, interpret, compile, and demonstrate the ability to present/communicate data in understandable and measurable terms using common statistical procedures.

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

--	--

LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
SSS Strand: Number Sense, Concepts and Operations		Essential Work Skills	
MA.A 1.4.1 H	Associates verbal names, written word names, and standard numerals with integers, rational numbers, irrational numbers, real numbers, and complex numbers.	m19	Understand the definitions and properties of rational and irrational numbers.
		m60	Understand the concept of the imaginary unit, i , and know how to simplify square roots involving a negative radicand.
		m61	Understand the concepts recurrence relations and how they are applicable to such things as compound interest and annuity.
MA.A 1.4.2 H	Understands the relative size of integers, rational numbers, irrational numbers, and real numbers.	m19	Understand the definitions and properties of rational and irrational numbers.
MA.A 1.4.4 H	Understands that numbers can be represented in a variety of equivalent forms, including integers, fractions, decimals, percents, scientific notation, exponents, radicals, absolute value, and logarithms.	m19	Understand the definitions and properties of rational and irrational numbers.
MA.A 3.4.1 H	Understands and explains the effects of addition, subtraction, multiplication and division on real numbers, including square roots, exponents, and appropriate inverse relationships.	m01	Perform operations with signed (positive and negative) numbers, including decimals, ratios, percents, and fractions.
		m24	Understand the basic properties and laws of exponents and scientific notation.
		m44	Perform operations with radicals such as addition, subtraction, multiplication, and division of two or more irrational numbers and express as the square root of a positive integer or as the product of a rational number and the square root of a positive integer.
		m62	Understand the characteristics of algorithms and how they are used for finding the greatest common denominator of two numbers and the solutions of quadratic equations.
		m68	Apply arithmetic methods for obtaining a rational approximation of an irrational number (e.g., radical).
MA.A 3.4.3 H	Adds, subtracts, multiplies, and divides real numbers, including square root and exponents, using appropriate methods of computing, such as mental mathematics, paper and pencil, and calculator.	m01	Perform operations with signed (positive and negative) numbers, including decimals, ratios, percents, and fractions.
		m44	Perform operations with radicals such as addition, subtraction, multiplication, and division of two or more irrational numbers and express as the square root of a positive integer or as the product of a rational number and the square root of a positive integer.
		m62	Understand the characteristics of algorithms and how they are used for finding the greatest common denominator of two numbers and the solutions of quadratic equations.
SSS Strand: Measurement		Essential Work Skills	
MA.B 1.4.2 H	Uses concrete and graphic models to derive formulas for finding rate, distance, time, angle measures and arc lengths.	m14	Understand the angle relationships in triangles (i.e., acute, obtuse, right, interior, and exterior).
		m30	Know how to measure circle quantities (e.g., area, angle formed by two secants, circumference, length of segments, etc.)

MA.B 3.4.1 H	Solves real-world and mathematical problems involving estimates of measurements, including length, time, weight/mass, temperature, money, perimeter, area, and volume, and estimates the effects of measurement errors on calculations.	m33	Use the technique of dimensional analysis to convert units of measure (e.g., convert km/hr to m/min) including drawing to scale and applying ratios. Understand and use various techniques for estimating, making and converting measure; and using these to perform dimensional analysis.
MA.B 4.4.1 L	Determines the level of accuracy and precision, including absolute and relative errors or tolerance, required in real-world measurement situations.		No Essential Work Skill

SSS Strand: Algebraic Thinking	Essential Work Skills
---------------------------------------	------------------------------

MA.D 1.4.1 H	Describes, analyzes, and generalizes relationships, patterns, and functions using words, symbols, variables, tables, and graphs.	m40	Understand appropriate terminology used to define relations and functions and their properties (e.g., domain, range, function composition, inverses, etc.).
		m45	Know the equation of a line and interpret graphically using the slope-intercept form (i.e., $y = mx + b$), and the point-slope form (i.e., $y - b = m(x - a)$).
		m47	Know how to represent the solution set of an open sentence (e.g., $x < -1$) on a number line.
		m64	Know how to express a linear function (e.g., $y = 1/3x + 5$) using the functional notation $f(x) = 1/3x + 5$, and determine the ordered pairs.
		m73	Understand inverse functions as the set of ordered pairs obtained by interchanging the first and second elements of each pair belonging to a one-on-one function. Use on one-on-one functions to create symmetric figures consisting of the graphs of a function and its inverse function.

SSS Strand: Data Analysis and Probability	Essential Work Skills
--	------------------------------

MA.E 1.4.1 H	Interprets data that has been collected, organized, and displayed in charts, tables, and plots.	m05	Understand the best procedures for statistical data collection, organization, and display including making estimates and predictions and drawing inferences.
		m36	Understand the characteristics of measures of dispersion (i.e., range, mean deviation, variance, and standard deviation).
		m42	Understand the concepts and applications of quartiles (i.e., distributing groups into four equal frequencies) and percentiles (i.e., distributing individuals into one hundred groups of equal frequency).

Performance Task# 07.02	Use common standards of measurement including the metric system in solving work-related or business problems (e.g., length, weight, currency, time).
--------------------------------	---

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

SSS Strand: Number Sense, Concepts and Operations	Essential Work Skills
--	------------------------------

MA.A 1.4.1 H	Associates verbal names, written word names, and standard numerals with integers, rational numbers, irrational numbers, real numbers, and complex numbers.	m19	Understand the definitions and properties of rational and irrational numbers.
---------------------	--	------------	---

		m60	Understand the concept of the imaginary unit, i , and know how to simplify square roots involving a negative radicand.
		m61	Understand the concepts recurrence relations and how they are applicable to such things as compound interest and annuity.
MA.A 1.4.2	H	Understands the relative size of integers, rational numbers, irrational numbers, and real numbers.	m19 Understand the definitions and properties of rational and irrational numbers.
MA.A 1.4.4	H	Understands that numbers can be represented in a variety of equivalent forms, including integers, fractions, decimals, percents, scientific notation, exponents, radicals, absolute value, and logarithms.	m19 Understand the definitions and properties of rational and irrational numbers.
MA.A 3.4.1	H	Understands and explains the effects of addition, subtraction, multiplication and division on real numbers, including square roots, exponents, and appropriate inverse relationships.	m01 Perform operations with signed (positive and negative) numbers, including decimals, ratios, percents, and fractions.
		m24	Understand the basic properties and laws of exponents and scientific notation.
		m44	Perform operations with radicals such as addition, subtraction, multiplication, and division of two or more irrational numbers and express as the square root of a positive integer or as the product of a rational number and the square root of a positive integer.
		m62	Understand the characteristics of algorithms and how they are used for finding the greatest common denominator of two numbers and the solutions of quadratic equations.
		m68	Apply arithmetic methods for obtaining a rational approximation of an irrational number (e.g., radical).
MA.A 3.4.3	H	Adds, subtracts, multiplies, and divides real numbers, including square root and exponents, using appropriate methods of computing, such as mental mathematics, paper and pencil, and calculator.	m01 Perform operations with signed (positive and negative) numbers, including decimals, ratios, percents, and fractions.
		m44	Perform operations with radicals such as addition, subtraction, multiplication, and division of two or more irrational numbers and express as the square root of a positive integer or as the product of a rational number and the square root of a positive integer.
		m62	Understand the characteristics of algorithms and how they are used for finding the greatest common denominator of two numbers and the solutions of quadratic equations.
SSS Strand: Measurement			Essential Work Skills
MA.B 1.4.2	H	Uses concrete and graphic models to derive formulas for finding rate, distance, time, angle measures and arc lengths.	m14 Understand the angle relationships in triangles (i.e., acute, obtuse, right, interior, and exterior).
MA.B 3.4.1	H	Solves real-world and mathematical problems involving estimates of measurements, including length, time, weight/mass, temperature, money, perimeter, area, and volume, and estimates the effects of measurement errors on calculations.	m30 Know how to measure circle quantities (e.g., area, angle formed by two secants, circumference, length of segments, etc.) m33 Use the technique of dimensional analysis to convert units of measure (e.g., convert km/hr to m/min) including drawing to scale and applying ratios. Understand and use various techniques for estimating, making and converting measure; and using these to perform dimensional analysis.
MA.B 4.4.1	L	Determines the level of accuracy and precision, including absolute and relative errors or tolerance, required in real-world measurement situations.	No Essential Work Skill
SSS Strand: Algebraic Thinking			Essential Work Skills
MA.D 1.4.1	H	Describes, analyzes, and generalizes relationships, patterns, and functions using words, symbols, variables, tables, and graphs.	m40 Understand appropriate terminology used to define relations and functions and their properties (e.g., domain, range, function composition, inverses, etc.).

	m45	Know the equation of a line and interpret graphically using the slope-intercept form (i.e., $y = mx+b$), and the point-slope form (i.e., $y-b=m(x-a)$).
	m47	Know how to represent the solution set of an open sentence (e.g., $x < -1$) on a number line.
	m64	Know how to express a linear function (e.g., $y = 1/3x+5$) using the functional notation $f(x) = 1/3x+5$, and determine the ordered pairs.
	m73	Understand inverse functions as the set of ordered pairs obtained by interchanging the first and second elements of each pair belonging to a one-on-one function. Use on one-on-one functions to create symmetric figures consisting of the graphs of a function and its inverse function.

SSS Strand: Data Analysis and Probability	Essential Work Skills
--	------------------------------

MA.E 1.4.1 H	Interprets data that has been collected, organized, and displayed in charts, tables, and plots.	m05	Understand the best procedures for statistical data collection, organization, and display including making estimates and predictions and drawing inferences.
		m36	Understand the characteristics of measures of dispersion (i.e., range, mean deviation, variance, and standard deviation).
		m42	Understand the concepts and applications of quartiles (i.e., distributing groups into four equal frequencies) and percentiles (i.e., distributing individuals into one hundred groups of equal frequency).

Performance Task# 07.03	Select and use the correct mathematical processes and tools to solve complex problem situations that are typical of business settings and use formulas when appropriate.
--------------------------------	---

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

SSS Strand: Number Sense, Concepts and Operations	Essential Work Skills
--	------------------------------

MA.A 1.4.1 H	Associates verbal names, written word names, and standard numerals with integers, rational numbers, irrational numbers, real numbers, and complex numbers.	m19	Understand the definitions and properties of rational and irrational numbers.
		m60	Understand the concept of the imaginary unit, i , and know how to simplify square roots involving a negative radicand.
		m61	Understand the concepts recurrence relations and how they are applicable to such things as compound interest and annuity.
MA.A 1.4.2 H	Understands the relative size of integers, rational numbers, irrational numbers, and real numbers.	m19	Understand the definitions and properties of rational and irrational numbers.
MA.A 1.4.4 H	Understands that numbers can be represented in a variety of equivalent forms, including integers, fractions, decimals, percents, scientific notation, exponents, radicals, absolute value, and logarithms.	m19	Understand the definitions and properties of rational and irrational numbers.
MA.A 3.4.1 H	Understands and explains the effects of addition, subtraction, multiplication and division on real numbers, including square roots, exponents, and appropriate inverse relationships.	m01	Perform operations with signed (positive and negative) numbers, including decimals, ratios, percents, and fractions.

		m24	Understand the basic properties and laws of exponents and scientific notation.
		m44	Perform operations with radicals such as addition, subtraction, multiplication, and division of two or more irrational numbers and express as the square root of a positive integer or as the product of a rational number and the square root of a positive integer.
		m62	Understand the characteristics of algorithms and how they are used for finding the greatest common denominator of two numbers and the solutions of quadratic equations.
		m68	Apply arithmetic methods for obtaining a rational approximation of an irrational number (e.g., radical).
MA.A 3.4.3	H		Adds, subtracts, multiplies, and divides real numbers, including square root and exponents, using appropriate methods of computing, such as mental mathematics, paper and pencil, and calculator.
		m01	Perform operations with signed (positive and negative) numbers, including decimals, ratios, percents, and fractions.
		m44	Perform operations with radicals such as addition, subtraction, multiplication, and division of two or more irrational numbers and express as the square root of a positive integer or as the product of a rational number and the square root of a positive integer.
		m62	Understand the characteristics of algorithms and how they are used for finding the greatest common denominator of two numbers and the solutions of quadratic equations.
SSS Strand: Measurement		Essential Work Skills	
MA.B 1.4.2	H		Uses concrete and graphic models to derive formulas for finding rate, distance, time, angle measures and arc lengths.
		m14	Understand the angle relationships in triangles (i.e., acute, obtuse, right, interior, and exterior).
		m30	Know how to measure circle quantities (e.g., area, angle formed by two secants, circumference, length of segments, etc.)
MA.B 3.4.1	H		Solves real-world and mathematical problems involving estimates of measurements, including length, time, weight/mass, temperature, money, perimeter, area, and volume, and estimates the effects of measurement errors on calculations.
		m33	Use the technique of dimensional analysis to convert units of measure (e.g., convert km/hr to m/min) including drawing to scale and applying ratios. Understand and use various techniques for estimating, making and converting measure; and using these to perform dimensional analysis.
MA.B 4.4.1	L		Determines the level of accuracy and precision, including absolute and relative errors or tolerance, required in real-world measurement situations.
			No Essential Work Skill
SSS Strand: Algebraic Thinking		Essential Work Skills	
MA.D 1.4.1	H		Describes, analyzes, and generalizes relationships, patterns, and functions using words, symbols, variables, tables, and graphs.
		m40	Understand appropriate terminology used to define relations and functions and their properties (e.g., domain, range, function composition, inverses, etc.).
		m45	Know the equation of a line and interpret graphically using the slope-intercept form (i.e., $y = mx + b$), and the point-slope form (i.e., $y - b = m(x - a)$).
		m47	Know how to represent the solution set of an open sentence (e.g., $x < -1$) on a number line.
		m64	Know how to express a linear function (e.g., $y = 1/3x + 5$) using the functional notation $f(x) = 1/3x + 5$, and determine the ordered pairs.
		m73	Understand inverse functions as the set of ordered pairs obtained by interchanging the first and second elements of each pair belonging to a one-on-one function. Use on one-on-one functions to create symmetric figures consisting of the graphs of a function and its inverse function.
SSS Strand: Data Analysis and Probability		Essential Work Skills	

MA.E 1.4.1 H	Interprets data that has been collected, organized, and displayed in charts, tables, and plots.	m05	Understand the best procedures for statistical data collection, organization, and display including making estimates and predictions and drawing inferences.
		m36	Understand the characteristics of measures of dispersion (i.e., range, mean deviation, variance, and standard deviation).
		m42	Understand the concepts and applications of quartiles (i.e., distributing groups into four equal frequencies) and percentiles (i. e., distributing individuals into one hundred groups of equal frequency).

Outcome # 08.0 ASSESS PERSONAL STRENGTHS AND WEAKNESSES AS THEY RELATE TO JOB OBJECTIVES, CAREER EXPLORATION, PERSONAL DEVELOPMENT, AND LIFE GOALS—THE STUDENT WILL BE ABLE TO:

Performance Task# 08.02 Use personal assessment tools to identify personal strengths and weaknesses related to learning and work environments.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	

LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
			e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
Performance Task# 08.03 Analyze job and career requirements and relate career interests to opportunities in the global economy.				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.

		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking	Essential Work Skills
--	------------------------------

LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.

			e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
--	--	--	------------	---

			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
--	--	--	------------	---

			e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
--	--	--	------------	---

LA.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
-------------------	----------	--	------------	--

LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Outcome # 09.0 INCORPORATE KNOWLEDGE GAINED FROM INDIVIDUAL ASSESSMENT AND JOB/CAREER EXPLORATION TO DESIGN AN INDIVIDUAL CAREER PLAN THAT REFLECTS THE TRANSITION FROM SCHOOL TO WORK, LIFELONG LEARNING, AND PERSONAL AND PROFESSIONAL GOALS—THE STUDENT WILL BE ABLE TO:

Performance Task# 09.15 Research, compare, and contrast information technology career clusters (e.g., characteristics needed, skills required, education required, industry certifications, advantages and disadvantages of information technology careers, the need for information technology workers, etc.).

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
-------------------	----------	---	------------	---

			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
--	--	--	------------	---

LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking			Essential Work Skills	
LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
			e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Performance Task# 09.16 Describe the variety of occupations and professions within the world of information technology including those where information technology is either in a primary focus or in a supportive role.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
e94	Use response journals to jot down ideas from reading literary texts.		
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1 L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
		e32	Make informed judgments about the content, organization, and delivery of spoken communication.
LA.C 1.4.3 L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1 L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.

<p>LA.C 3.4.2 L</p>	<p>Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.</p>	<p>e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.</p> <p>e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.</p>
----------------------------	---	---

Performance Task# 09.17 Describe job requirements for the variety of occupations and professions within the global world of information technology.

SSS Strand: Reading		Essential Work Skills	
<p>LA.A 1.4.2 H</p>	<p>Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.</p>	<p>e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.</p> <p>e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.</p>	
<p>LA.A 1.4.3 L</p>	<p>Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.</p>	<p>e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.</p> <p>e30 Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.</p>	
<p>LA.A 1.4.4 L</p>	<p>Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.</p>	<p>e49 Read for main idea first and then read for detail.</p> <p>e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.</p> <p>e35 Apply the information gathered from technical texts in real-life situations.</p>	
		<p>e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.</p> <p>e60 Relate situations, events, and characters in a reading selection to personal experience.</p>	
		<p>e72 Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.</p>	
		<p>e94 Use response journals to jot down ideas from reading literary texts.</p>	
<p>LA.A 2.4.4 H</p>	<p>Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.</p>	<p>e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.</p>	

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
<p>LA.C 1.4.1 L</p>	<p>Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.</p>	<p>e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.</p>	
<p>LA.C 1.4.3 L</p>	<p>Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.</p>	<p>e32 Make informed judgments about the content, organization, and delivery of spoken communication.</p>	

		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
L.A.C 3.4.1	L		Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.
		e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
L.A.C 3.4.2	L		Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.
		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Performance Task# 09.18 Analyze personal skills and aptitudes in comparison with information technology career opportunities.

SSS Strand: Reading		Essential Work Skills	
L.A.A 1.4.2	H		Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
L.A.A 1.4.3	L		Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
L.A.A 1.4.4	L		Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
L.A.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking			Essential Work Skills	
LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32	Make informed judgments about the content, organization, and delivery of spoken communication.
			e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and/or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and/or disagreeing courteously.
			e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
Performance Task# 09.19 Refine and implement a plan to facilitate personal growth and skill development related to information technology career opportunities.				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L		Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.
		e25	Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L		Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.
		e32	Make informed judgments about the content, organization, and delivery of spoken communication.
		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
		e70	Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1	L		Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.
		e92	Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L		Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.
		e59	Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

Performance Task# 09.20 Develop and maintain an electronic career portfolio, to include, but not limited to the Resume and Letter of Application.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H		Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L		Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.

		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Listening, Viewing and Speaking	Essential Work Skills
--	------------------------------

LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32 Make informed judgments about the content, organization, and delivery of spoken communication.
			e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70 Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.1	L	Uses volume, stress, pacing, enunciation, eye contact, and gestures that meet the needs of the audience and topic.	e92 Identify and interpret vocal characteristics that influence meaning such as tone, volume, pitch, and rate.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.

		e69	Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
Outcome # 10.0	DEMONSTRATE HUMAN RELATIONS/INTERPERSONAL SKILLS APPROPRIATE FOR THE WORKPLACE—THE STUDENT WILL BE ABLE TO:		

Performance Task# 10.01	Accept constructive criticism.
--------------------------------	---------------------------------------

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32 Make informed judgments about the content, organization, and delivery of spoken communication.
			e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70 Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

SSS Strand: Language		Essential Work Skills	
----------------------	--	-----------------------	--

LA.D 1.4.2	L	Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias.	e27 Define a position on a controversial topic and write a persuasive essay or make an oral presentation likely to persuade a specific audience to change an opinion or take a particular action.
------------	---	---	---

Performance Task# 10.03 Demonstrate personal and interpersonal skills appropriate for the workplace (e.g., responsibility, dependability, punctuality, integrity, positive attitude, initiative, respect for self and others, professional dress, etc.).

SSS Strand: Listening, Viewing and Speaking		Essential Work Skills	
---	--	-----------------------	--

LA.C 1.4.1	L	Selects and uses appropriate listening strategies according to the intended purpose, such as solving problems, interpreting and evaluating the techniques and intent of a presentation, and taking action in career-related situations.	e25 Listen, comprehend and summarize essential information from a variety of sources such as speeches, plays, commercials on radio and television, and political debates.
LA.C 1.4.3	L	Uses effective strategies for informal and formal discussions, including listening actively and reflectively, connecting to and building on the ideas of a previous speaker, and respecting the viewpoints of others.	e32 Make informed judgments about the content, organization, and delivery of spoken communication.
			e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.
			e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.
			e70 Analyze and evaluate a speaker's statements of opinion, personal preference and values.
LA.C 3.4.2	L	Selects and uses a variety of speaking strategies to clarify meaning and to reflect understanding, interpretation, application, and evaluation of content processes, or experiences, including asking relevant questions when necessary, making appropriate and meaningful comments, and making insightful observations.	e59 Respond orally to fellow student's opinions during presentations by asking questions, asking for clarification, agreeing and /or disagreeing courteously.

e69 Participate in a one-on-one conference by relating essential information, asking questions on the topic, and using language to clarify information.

SSS Strand: Language	Essential Work Skills
-----------------------------	------------------------------

LA.D 1.4.2 L Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias.

e27 Define a position on a controversial topic and write a persuasive essay or make an oral presentation likely to persuade a specific audience to change an opinion or take a particular action.

Outcome # 20.0 PARTICIPATE IN WORK-BASED LEARNING EXPERIENCES—THE STUDENT WILL BE ABLE TO:

Performance Task# 20.44 Participate in work-based learning experiences in an information technology environment.

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2 H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.

e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

LA.A 1.4.3 L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.

e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

e30 Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.

e49 Read for main idea first and then read for detail.

LA.A 2.4.4 H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.

e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

LA.A 2.4.6 L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.

e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

LA.A 2.4.7 H Analyzes the validity and reliability of primary source information and use the information appropriately.

e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.4 L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.

e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science	Essential Work Skills
--	------------------------------

SC.H 3.4.2 H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.

s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.

SC.H 3.4.5 H Knows that the value of a technology may differ for different people and at different times.

s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.

SC.H 3.4.6 H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
---------------------	--	-------------	--

Performance Task# 20.46 Discuss the use of technology in an information technology environment.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6 L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7 H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4 L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2 H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5 H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6 H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Outcome # 41.0 PERFORM E-MAIL ACTIVITIES–THE STUDENT WILL BE ABLE TO:

Performance Task# 41.01 Describe e-mail capabilities and functions.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing**Essential Work Skills**

LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 41.06 Forward an e-mail message.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e94	Use response journals to jot down ideas from reading literary texts.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 41.07 Use an address book.

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.

LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 41.08 Reply to an e-mail message.
--

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.

		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3	L		Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.
		e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.

		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
--	--	------------	---

Performance Task# 41.09	Use the Internet to perform e-mail activities.
--------------------------------	---

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H		Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
--	--	------------	---

LA.A 1.4.3	L		Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
--	--	------------	--

		e49	Read for main idea first and then read for detail.
--	--	------------	--

LA.A 1.4.4	L		Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.

		e35	Apply the information gathered from technical texts in real-life situations.
--	--	------------	--

		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
--	--	------------	---

		e60	Relate situations, events, and characters in a reading selection to personal experience.
--	--	------------	--

		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
--	--	------------	---

		e94	Use response journals to jot down ideas from reading literary texts.
--	--	------------	--

LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 41.10 Identify the appropriate use of e-mail and demonstrate related e-mail etiquette.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e49	Read for main idea first and then read for detail.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 41.12 Identify when to include information from an original e-mail message in a response.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 41.13 Identify common problems associated with widespread use of e-mail.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Outcome # 42.0 DEMONSTRATE KNOWLEDGE OF DIFFERENT OPERATING SYSTEMS—THE STUDENT WILL BE ABLE TO:

Performance Task# 42.01 Identify operating system file naming conventions.

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.

		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 42.10	Demonstrate proficiency with file management and structure (e.g., folder creation, file creation, backup, copy, delete, open, save).
--------------------------------	---

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 42.12 Demonstrate a working knowledge of standard file formats.

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	<p>e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.</p> <p>e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.</p>
Performance Task# 42.14 Explain the history and purpose of various operating systems (e.g., DOS, Windows, Mac, and Unix/Linux).			

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	<p>e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.</p> <p>e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.</p>
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	<p>e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.</p> <p>e30 Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.</p>
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	<p>e49 Read for main idea first and then read for detail.</p> <p>e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.</p> <p>e35 Apply the information gathered from technical texts in real-life situations.</p> <p>e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.</p> <p>e60 Relate situations, events, and characters in a reading selection to personal experience.</p> <p>e72 Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.</p> <p>e94 Use response journals to jot down ideas from reading literary texts.</p>
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	<p>e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.</p> <p>e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.</p>

Outcome # 55.0 DEMONSTRATE PROFICIENCY NAVIGATING THE INTERNET, INTRANET, AND THE WWW–THE STUDENT WILL BE ABLE TO:

Performance Task# 55.10 Demonstrate proficiency in using the basic features of GUI browsers (e.g., setting bookmarks, basic configurations, e-mail configurations, address book).

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 55.11 Define Universal Resource Locators (URLs) and associated protocols (e.g., .com, .org, .edu, .gov, .net, .mil).

SSS Strand: Reading		Essential Work Skills	

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Performance Task# 55.14 Describe and observe Internet/Intranet ethics and copyright laws and regulatory control.				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L		Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3	L		Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.
		e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 55.15 Trace the evolution of the Internet from its inception to the present and into the future.

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2	H		Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L		Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L		Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.

		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 55.16	Demonstrate proficiency using search engines (e.g., Yahoo!, Google, Northern Light, Lycos, Excite, etc.).
--------------------------------	--

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.

		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Performance Task# 55.17 Demonstrate proficiency using various web tools (e.g., downloading of files, transfer of files, telnet, pdf, etc.).			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.

e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 55.18 Identify effective Boolean search strategies.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e49	Read for main idea first and then read for detail.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Outcome # 56.0 DEMONSTRATE PROFICIENCY USING HTML COMMANDS–THE STUDENT WILL BE ABLE TO:

Performance Task# 56.01 Identify elements of a Web page.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 56.02 Describe individual Web page layouts and content (e.g., writing for the Web, Web structure).

SSS Strand: Reading		Essential Work Skills	

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Performance Task# 56.03 Define basic HTML terminology.				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.	
		e49	Read for main idea first and then read for detail.	
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 56.04 Analyze HTML source code developed by others.

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.

		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3	L		Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.
		e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Performance Task# 56.05 Create Web pages using basic HTML tags (e.g., links, lists, character styles, text alignment, tables).			

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2	H		Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L		Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L		Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.

		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Performance Task# 56.06 Use storyboarding techniques for subsequent Web pages (e.g., linear, hierarchical).			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.

e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 56.08 Edit and test HTML documents for accuracy and validity.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e49	Read for main idea first and then read for detail.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 56.17 Use basic functions of WYSIWYG editors.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30 Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49 Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35 Apply the information gathered from technical texts in real-life situations.
			e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60 Relate situations, events, and characters in a reading selection to personal experience.
			e72 Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94 Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 56.18 Use basic functions of HTML, DHTML, and XML editors and converters.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L		Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3	L		Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.
		e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 56.19 Enhance web pages through the addition of images and graphics including animation.

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2	H		Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L		Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L		Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.

		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
-------------------	----------	---	------------	---

			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
--	--	--	------------	---

Outcome # 57.0 DEMONSTRATE PROFICIENCY IN PAGE DESIGN APPLICABLE TO THE WWW—THE STUDENT WILL BE ABLE TO:

Performance Task# 57.01 Develop an awareness of acceptable Web page design, including index pages in relation to the rest of the Web site.

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
-------------------	----------	---	------------	---

			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
--	--	--	------------	---

LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
-------------------	----------	--	------------	---

			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
--	--	--	------------	--

			e49	Read for main idea first and then read for detail.
--	--	--	------------	--

LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
-------------------	----------	--	------------	--

			e35	Apply the information gathered from technical texts in real-life situations.
--	--	--	------------	--

			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
--	--	--	------------	---

		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 57.02	Describe and apply color theory as it applies to Web page design (e.g., background and text color).
--------------------------------	--

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.

LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Performance Task# 57.04 Access and digitize graphics through various resources (e.g., scanner, digital cameras, on-line graphics, clipart, CD ROM's).			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.

e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 57.05 Use image design software to create and edit images.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e49	Read for main idea first and then read for detail.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 57.25 Demonstrate proficiency in publishing to the Internet.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 57.26 Demonstrate proficiency in adding downloadable forms to web pages.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 57.28 Explain the need for web-based applications.

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30 Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49 Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.

		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
-------------------	----------	---	------------	---

			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
--	--	--	------------	---

Outcome # 63.0 DEMONSTRATE PROFICIENCY USING SPECIALIZED WEB DESIGN SOFTWARE-THE STUDENT WILL BE ABLE TO:

Performance Task# 63.01	Compare and contrast various specialized web design software (e.g., Flash, Shockwave, GoLive, Director, etc.).
--------------------------------	---

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
-------------------	----------	---	------------	---

			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
--	--	--	------------	--

			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.

			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 63.02	Demonstrate proficiency using use of various specialized web design software (e.g., Flash, Shockwave, GoLive, Director, etc.).
--------------------------------	---

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.

LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Outcome # 64.0 DEVELOP AN AWARENESS OF THE INFORMATION TECHNOLOGY INDUSTRY-THE STUDENT WILL BE ABLE TO:			
Performance Task# 64.01 Explain how information technology impacts the operation and management of business and society.			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6 L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7 H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4 L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2 H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.

SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design an technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 64.04 Explain the emergence of e-commerce and e-government and the potential impact on business and society.

SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according t the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design an technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 64.05 Explain the emergence of a paperless society.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitations into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Outcome # 65.0 DEVELOP AN AWARENESS OF MICROPROCESSORS AND DIGITAL COMPUTERS-THE STUDENT WILL BE ABLE TO:

Performance Task# 65.01 Describe the evolution of the digital computer.

SSS Strand: Reading		Essential Work Skills	
----------------------------	--	------------------------------	--

LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4 L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3 L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Performance Task# 65.02 Explain the general architecture of a microcomputer system.			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.	
		e49	Read for main idea first and then read for detail.	
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
			e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 65.03 Explain the evolution of microprocessors.

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.

		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing	Essential Work Skills
----------------------------	------------------------------

LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
			e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 65.04	Explain software hierarchy and its impact on microprocessors.
--------------------------------	--

SSS Strand: Reading	Essential Work Skills
----------------------------	------------------------------

LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
			e35	Apply the information gathered from technical texts in real-life situations.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
			e60	Relate situations, events, and characters in a reading selection to personal experience.
			e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.

		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
Performance Task# 65.05 Explain the need for and use of peripherals.			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L	Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34 Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L	Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22 Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.

e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 65.06 Demonstrate proficiency using peripherals.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e49	Read for main idea first and then read for detail.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 65.07 Identify the basic concepts of computer maintenance and upgrades.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.	e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.3	L Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.	e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Performance Task# 65.08 Differentiate between diagnosing and troubleshooting.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.

		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 1.4.4	L		Applies a variety of response strategies, including rereading, note taking, summarizing, outlining, writing a formal report, and relating what is read to his or her own experiences and feelings.
		e34	Use ideas from journals, class discussion and literary criticism to write a paper that expresses a personal opinion, sustains a controlling idea, or uses specific evidence from literary texts to support an opinion.
		e35	Apply the information gathered from technical texts in real-life situations.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e60	Relate situations, events, and characters in a reading selection to personal experience.
		e72	Evaluate the way an author uses language and text characteristics such as plot, setting, theme, character, point of view, genre etc. to evoke a response in a reader.
		e94	Use response journals to jot down ideas from reading literary texts.
LA.A 2.4.4	H		Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.
		e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing

Essential Work Skills

LA.B 2.4.3	L		Writes fluently for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization.
		e22	Understand and produce a variety of informative format such as business letters, memos, reports, news articles, brochures, proposals and critiques.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

Outcome # 66.0 DEVELOP AN AWARENESS OF PROGRAMMING LANGUAGES-THE STUDENT WILL BE ABLE TO:

Performance Task# 66.01 Explain the history of programming languages.

SSS Strand: Reading

Essential Work Skills

LA.A 1.4.2	H		Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.
		e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L		Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.

LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitations into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 66.02 Explain the need for and use of compilers.				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 66.03 Explain how compilers work.				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitations into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 66.04 Identify the three types of programming design approaches (e.g., top-down, structured, and object-oriented).			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.

SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Outcome # 67.0 DEVELOP AN AWARENESS OF EMERGING TECHNOLOGIES-THE STUDENT WILL BE ABLE TO:

Performance Task# 67.01 Compare and contrast various methods of evaluation for emerging technologies.

SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.

SC.H 3.4.6 H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 67.02 Demonstrate knowledge of the process of planning upgrades and changeovers.			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2 H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3 L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4 H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6 L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7 H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4 L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2 H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5 H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6 H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 67.03 Compare and contrast emerging technologies and describe how they impact business in the global marketplace (e.g., wireless, wireless web, cell phones, portables/handhelds, smart appliances, home networks, peer-to-peer, etc.).

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
<p>Outcome # 69.0 DEMONSTRATE AN UNDERSTANDING OF THE SEVEN LAYERS OF THE OPEN SYSTEMS INTERFACE (OSI) MODEL-THE STUDENT WILL BE ABLE TO:</p>			

Performance Task# 69.01 Describe the evolution of OSI from its inception to the present and into the future.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 69.02 Explain the interrelations of the seven layers of the Open Systems Interface (OSI) as it relates to hardware and software.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115 (Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 69.04 Identify how types of networks and how they work.			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.

		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design a technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 69.06 Identify the role of servers and clients on a network.			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitations into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 69.07 Identify benefits and risks of networked computing.				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 69.08 Identify the relationship between computer networks and other communications networks (i.e. telephone systems).			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
		e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.

SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design a technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 69.09 Identify Intranets, Extranets and how they relate to the Internet.

SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according t the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design a technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Performance Task# 69.11 Demonstrate basic understanding of network administration.

SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Outcome # 70.0 DEMONSTRATE PROFICIENCY USING COMMON SOFTWARE APPLICATIONS-THE STUDENT WILL BE ABLE TO:

Performance Task# 70.01	Compare and contrast the appropriate use of various software applications (e.g., word processing, desktop publishing, graphics design, web browser, e-mail, presentation, database, scheduling, financial management, Java applet, music, etc.).
--------------------------------	---

SSS Strand: Reading		Essential Work Skills
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53 Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09 Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30 Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49 Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03 Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116 (Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115 (Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 70.02 Demonstrate proficiency in the use of various software applications (e.g., word processing, desktop publishing, graphics design, web browser, e-mail, presentation, database, scheduling, financial management, Java applet, music, etc.).		
SSS Strand: Reading		Essential Work Skills
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50 Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.

		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Outcome # 71.0 DEMONSTRATE PROFICIENCY USING SPECIALIZED SOFTWARE APPLICATIONS- THE STUDENT WILL BE ABLE TO:			
Performance Task# 71.01 Compare and contrast the appropriate use of specialized software applications (e.g., (OLTP, Computer Aided Design, Computer Aided Manufacturing, 3D animation process control, materials management, etc.).			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.

LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
			e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H	Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L	Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitations into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 71.02 Demonstrate awareness of specialized software applications (e.g., OLTP, Computer Aided Design, Computer Aided Manufacturing, 3D animation, process control, materials management, etc.)				
SSS Strand: Reading			Essential Work Skills	
LA.A 1.4.2	H	Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
			e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L	Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
			e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.

		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.7	H Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing		Essential Work Skills	
LA.B 2.4.4	L Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science		Essential Work Skills	
SC.H 3.4.2	H Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H Knows that scientific knowledge is used by those who engage in design a technology to solve practical problems, taking human values and limitation into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.
Performance Task# 71.06 Demonstrate the ability to incorporate digital sound.			
SSS Strand: Reading		Essential Work Skills	
LA.A 1.4.2	H Selects and uses strategies to understand words and text, and to make and confirm inferences from what is read, including interpreting diagrams, graphs, and statistical illustrations.	e50	Understand and use a variety of organizational formats such as compare/contrast, cause/effect, inductive/deductive, most important to least important, and least important to most important.
		e53	Apply personal or objective criteria for evaluating informational, persuasive and literary materials.
LA.A 1.4.3	L Refines vocabulary for interpersonal, academic, and workplace situations, including figurative, idiomatic, and technical meanings.	e09	Know how to decipher unfamiliar words using such strategies as context cues, word structure analysis, letter sound relationships, and word histories.
		e30	Understand the nature and purpose of and be able to word process a variety of formats including essays, business letters, memos, instructions, policy statements, technical proposals, user manuals, lab reports, etc.
		e49	Read for main idea first and then read for detail.
LA.A 2.4.4	H Locates, gathers, analyzes, and evaluates written information for a variety of purposes, including research projects, real-world tasks, and self-improvement.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
LA.A 2.4.6	L Selects and uses appropriate study and research skills and tools according to the type of information being gathered or organized, including almanacs, government publications, microfiche, news sources, and information services.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.

LA.A 2.4.7	H	Analyzes the validity and reliability of primary source information and use the information appropriately.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: Writing			Essential Work Skills	
LA.B 2.4.4	L	Selects and uses a variety of electronic media, such as the Internet, information services, and desktop publishing software programs, to create, revise, retrieve, and verify information.	e03	Gather information from a variety of sources, including electronic sources, and summarize, analyze, and evaluate its use for a report.
SSS Strand: The Nature of Science			Essential Work Skills	
SC.H 3.4.2	H	Knows that technological problems often create a demand for new scientific knowledge and that new technologies make it possible for scientists to extend their research in a way that advances science.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.5	H	Knows that the value of a technology may differ for different people and at different times.	s116	(Not Ranked) Understand the impact upon society and the environment of scientific and technological discoveries and the contributions of scientists. Understand how society may accept or reject scientific discoveries based upon need or refusal to change.
SC.H 3.4.6	H	Knows that scientific knowledge is used by those who engage in design and technology to solve practical problems, taking human values and limitations into account.	s115	(Not Ranked) Plan and apply real or hypothetical models and constructions to facilitate investigation and learning and the solution to practical problems.

Total Number of Student Performance Standards in this course:

104

- End of File -