

Florida Department of Education
Curriculum Framework

Program Title: Adult Basic Education
Program Type: Comprehensive Adult Basic Education (ABE)
Career Cluster: N/A

ADULT GENERAL EDUCATION	
Program Number	9900000
CIP Number	1532.0102000
Grade Level	0.0 – 8.9
Standard Length	900 – 1500 hours
Teacher Certification	Bachelors Degree or Higher

Purpose

The purpose of this program is to give students an opportunity to apply knowledge and skills related to the area of basic literacy and life skills for adults who are performing at or below the ninth-grade level. The content develops basic literacy skills in all areas of knowledge.

The content includes, but is not limited to, Reading, Language Arts, and Mathematics.

Program Structure

Comprehensive Adult Basic Education is a non-credit course designed to develop literacy skills necessary to be successful workers, citizens, and family members. Comprehensive Adult Basic Education prepares students to enroll in GED preparation courses. A student enrolled in the Comprehensive ABE program may be receiving instruction in one or more content areas: mathematics, language, or reading.

This program is divided into levels that are reported as student educational gains: Educational Functioning Levels (EFLs) for federal funding and Literacy Completion Points (LCPs) for state funding. Progress through levels (EFLs and/or LCPs) must be measured by approved validation methods in accordance with Rule 6A-6.014(5), FAC. It is the teacher's responsibility to decide and inform the student of the criteria for demonstrating proficiency in a benchmark. While it is not necessary for a student to master 100% of the benchmarks to demonstrate proficiency in a standard, a student must demonstrate proficiency in 100% of the standards to earn an education gain (EFL and/or LCP).

The following hours are recommended program lengths for each level demonstrating an earned performance gain. It is understood, however, that each student learns at his or her individual pace, and there will be students who successfully complete the program or attain their educational goals in fewer or more hours than what is recommended. Students in the comprehensive program may enroll in more than one content area simultaneously but not in more than one level of each content area at the same time. Each content area that a student is

enrolled in determines program length. For example, a student enrolled in basic reading and basic mathematics may be recommended for 900 hours of instruction.

The following table illustrates the program structure:

Course Number	Course Title	Length	Level and Scaled Score (SS)
9900004	Mathematics – Beginning ABE Literacy	450 hours	0.0 – 1.9 (SS) ≤313
	Mathematics – Beginning Basic Education	450 hours	1.0 – 3.9 (SS) 314 – 441
	Mathematics – Low Intermediate Basic Education	300 hours	4.0 – 5.9 (SS) 442 – 505
	Mathematics – High Intermediate Basic Education	300 hours	6.0 – 8.9 (SS) 506 – 565

Course Number	Course Title	Length	Level Scaled Score (SS)
9900004	Reading – Beginning ABE Literacy	450 hours	0.0 – 1.9 (SS) ≤ 367
	Reading – Beginning Basic Education	450 hours	1.0 – 3.9 (SS) 368 – 460
	Reading – Low Intermediate Basic Education	300 hours	4.0 – 5.9 (SS) 461 – 517
	Reading – High Intermediate Basic Education	300 hours	6.0 – 8.9 (SS) 518 – 566

Course Number	Course Title	Length	Level Scaled Score (SS)
9900004	Language Arts – Beginning ABE Literacy	450 hours	0.0 – 1.9 (SS) ≤389
	Language Arts – Beginning Basic Education	450 hours	1.0 – 3.9 (SS) 390 – 490
	Language Arts – Low Intermediate Basic Education	300 hours	4.0 – 5.9 (SS) 491 – 523
	Language Arts – High Intermediate Basic Education	300 hours	6.0 – 8.9 (SS) 524 – 559

Special Notes

It is not intended that students will progress through the performance standards sequentially. The instructor may present topic-centered lessons that integrate benchmarks from several performance standards.

All activities are developed to be done either individually or in groups.

The computer skills are not required, as access to computer technology is not provided to every student. The computer sections are optional and will not be necessary to earn Educational Functioning Levels (EFLs) and/or Literacy Completion Points (LCPs).

The performance standards and benchmarks have been developed to facilitate progression and documentation of learning gains. Benchmarks or standards may be repeated at multiple levels (EFLs and/or LCPs). This is purposeful since: (1) proficiency in certain skills is judged to require more time than is available in one level; (2) the quality of performance expected on certain standards increases with progression through the levels, the use of punctuation, for example, at the end of Level C (5.9) should be more proficient than at the end of Level B (3.9) but should occur at both levels; and (3) instruction for skills of critical importance must be offered to all students needing to learn that skill, even students entering at the intermediate or functional level.

Accommodations

Federal and state legislation requires the provision of accommodations for students with disabilities to meet individual needs and ensure equal access. **Adult students with disabilities must self-identify and request such services.** Students with disabilities may need accommodations in **such areas as** instructional methods and materials, assignments and assessments, time demands and schedules, learning environment, assistive technology and special communication systems. Documentation of the accommodations requested and provided should be maintained in a confidential file.

Career and Education Planning

The following career development standards should be integrated into the Adult Basic Education frameworks. Students can access Florida *CHOICES* or a comparable system for career exploration and planning activities.

The following is the list of standards:

- CP.01 Develop skills to locate, evaluate, and interpret career information.
- CP.02 Identify interests, skills, and personal preferences that influence career and education choices.
- CP.03 Identify career cluster and related pathways that match career and education goals.
- CP.04 Develop and manage a career and education plan.

Anchor Standards

MATHEMATICS

Literacy Completion Point A Level 0.0 - 1.9 (SS) ≤313 BEGINNING ABE LITERACY

- A.01.00 Number Concepts
Represent, compare, order whole numbers; join and separate sets.
- A.02.00 Addition and Subtraction
Use a variety of addition and subtraction strategies to solve basic math facts.
- A.03.00 Measurement
Measure using the appropriate unit of measurement.
- A.04.00 Geometry
Compare, compose, and decompose two-dimensional and three-dimensional geometric shapes.
- A.05.00 Algebra
Use counting strategies, number patterns, and models as a means to explain commutative, associative, and additive properties. (MA.1.A.1.3)
- A.06.00 Financial Literacy
Solve real-world problems using addition without regrouping for purchases less than \$1.00.

Literacy Completion Point B Level 2.0 - 3.9 (SS) 314 – 441 BEGINNING BASIC EDUCATION

- B.01.00 Number Concepts
Develop an understanding of base ten numeration system and place value concepts. (Level 2, Big Idea 1)
- B.02.00 Addition and Subtraction
Develop quick recall (fluency) of addition facts, related subtraction facts, and multi-digit addition and subtraction. (Level 2, Big Idea 2)
- B.03.00 Multiplication and Division
Perform strategies for basic multiplication facts and related division facts. (Level 3, Big Idea 1)

- B.04.00 Fractions and Decimals
Produce a sequence of fractions and decimal numbers from smallest to largest and largest to smallest.
- B.05.00 Measurement
Solve real-world problems involving measurements using a variety of methods, such as paper and pencil, manipulatives, and mental mathematics.
- B.06.00 Geometry
Describe and analyze properties of two-dimensional shapes. (Level 3, Big Idea 3)
- B.07.00 Algebra
Create, analyze, and represent patterns and relationships using numbers, words, and shapes.
- B.08.00 Financial Literacy
Solve real-world consumer problems involving money.

Literacy Completion Point C
Level 4.0 - 5.9 (SS) 442 – 505
LOW INTERMEDIATE BASIC EDUCATION

- C.01.00 Number Concepts
Demonstrate knowledge of the place value system to billions and apply estimation skills to a variety of operations.
- C.02.00 Addition and Subtraction
Represent, compute, estimate, and solve addition and subtraction problems using numbers through hundred thousand. (MA.3.A.6.1)
- C.03.00 Multiplication and Division
Use and describe various models for multiplication and division in problem-solving situations, and demonstrate recall of basic multiplication and related division facts. (Level 4, Big Idea 1)
- C.04.00 Fractions and Decimals
Develop an understanding of decimals, including the connection between fractions and decimals. (Level 4, Big Idea 2)
- C.05.00 Measurement
Solve measurement problems in U.S. and metric systems using addition or subtraction with or without conversion.
- C.06.00 Geometry
Apply a variety of strategies, geometric properties, and formulas for two- and three-dimensional shapes, such as triangles, cubes, and rectangular solids.
- C.07.00 Algebra
Describe mathematics relationships using expressions, equations, and visual representations. (MA.4.A.4.2)

- C.08.00 Data Analysis
Collect data, construct, and analyze frequency tables, bar graphs, pictographs, and line plots.
- C.08.00 Financial Literacy
Develop a personal budget for a set income based on an individual career plan.

Literacy Completion Point D
Level 6.0 – 8.9 (SS) 506 – 565
HIGH INTERMEDIATE BASIC EDUCATION

- D.01.00 Number Concepts
Comprehend and apply basic number theory concepts, including primes, composites, factors, and multiples.
- D.02.00 Fractions and Decimals
Solve real-world problems involving multiple operations using common fractions, mixed numbers, and whole numbers.
- D.03.00 Ratios and Proportions
Select the appropriate operation and solve real-world problems using ratios and/or proportions.
- D.04.00 Percents
Convert percents to/from fractions and decimals.
- D.05.00 Measurement
Compare, contrast, and convert units of measure among different measurement systems, such as U.S. customary, metric, dimensions, and derived units to solve problems. (MA.7.G.4.4).
- D.06.00 Geometry
Apply a variety of strategies, geometric properties, and formulas for two- and three-dimensional shapes to solve real-world and mathematical problems.
- D.07.00 Algebra
Apply the equality, commutative, associative, and distributive properties to show expressions that are equivalent.
- D.08.00 Data Analysis
Use tables, graphs, and models to represent, analyze, and solve real-world problems.
- D.09.00 Financial Literacy
Calculate short-term and long-term loans using interest rate, percentage down, payment rate, and the total purchase price.

READING

Literacy Completion Point E

Level 0.0 – 1.9

BEGINNING ABE LITERACY

- E.01.00 Prerequisite Skills to Reading
Narrate a picture story in a sequence.
- E.02.00 Phonics/Word Analysis for Reading
Recognize and recall the one-to-one correspondence between letters and sounds. (LA.K.1.4.1)
- E.03.00 Vocabulary Development
Relate new vocabulary to life experiences and prior knowledge. (LA.K.1.6.6)
- E.04.00 Reading Comprehension
Use background knowledge, supporting details from text, or another source to verify the accuracy of literal and evaluative information presented in reading selections. (LA.1.1.7.2)
- E.05.00 Literary Analysis
Identify, analyze, and apply knowledge of the elements of a variety of fiction and literary texts to develop a thoughtful response to a literary selection. (LA.1.2.1.0)

Literacy Completion Point F

Level 2.0 – 3.9

BEGINNING BASIC EDUCATION

- F.01.00 Phonics/Word Analysis for Reading
Apply a variety of decoding strategies such as phonics and sight words to read text.
- F.02.00 Vocabulary Development
Apply multiple strategies to expand vocabulary. (LA.3.1.6.0)
- F.04.00 Reading Comprehension
Use a variety of strategies to comprehend literal, inferential, and evaluative information read in a variety of reading selections. (LA.3.1.7.0)
- F.03.00 Literary Analysis
Identify the main idea or essential message from a text and identify supporting information.

Literacy Completion Point G

Level 4.0 – 5.9

LOW INTERMEDIATE BASIC EDUCATION

- G.01.00 Phonics/Word Analysis
Use context clues and language structures to analyze words for correct pronunciation.
- G.02.00 Vocabulary Development
Utilize a variety of vocabulary words in content areas of instruction.
- G.03.00 Reading Comprehension
Use background knowledge of subject and related content area, pre-reading strategies, graphic representations, and knowledge of text structure to make and confirm complex predictions of content, purpose, and organization of a reading selection.
- G.04.00 Literary Analysis
Identify, analyze, and apply knowledge of the elements of a variety of fiction and literary texts to develop a thoughtful response to a literary selection. (LA.5.2.1.0)

Literacy Completion Point H

Level 6.0 – 8.9

HIGH INTERMEDIATE BASIC EDUCATION

- H.01.00 Phonics/Word Analysis
Demonstrate an awareness of the difference between the use of English in formal and informal settings.
- H.02.00 Vocabulary Development
Use advanced strategies to cultivate and expand the use of vocabulary in content areas.
- H.03.00 Reading Comprehension
Use advanced strategies such as pre-reading strategies, graphic representations, and text structure to make and confirm complex predictions of content, purpose, and organization of a reading selection. (LA.8.1.7.1)
- H.04.00 Literary Analysis
Examine the characteristics of classic literature. Example: timelessness, dealing with universal themes and experiences, and cultural competence.

LANGUAGE ARTS

Literacy Completion Point J Level 0.0-1.9 (SS <389) BEGINNING ABE LITERACY

- J.01.00 Writing Process
Recognize a four-step writing process that includes prewriting strategies; writing a draft by maintaining focus on a single idea using supporting details, editing to revise, and refining the draft for clarity and effectiveness. (LA.1.3.2.0)
- J.02.00 Language Conventions
Apply standard language conventions in written communication.
- J.03.00 Grammatical Concepts and Rules
Write statements and questions using appropriate word order with subject and verb agreement.
- J.04.00 Writing Applications
Develop and produce a basic three sentence paragraph demonstrating creative, informative, and persuasive writing.
- J.05.00 Communicate Ideas and Information
Recognize effective penmanship, listening, and speaking strategies. (LA.1.5.2.0)
- J.06.00 Technology and Media Literacy
Recognize available technology resources such as writing programs, digital cameras, drawing tools, and clip art to express thoughts, ideas, and stories. (LA.1.6.4.1)

Literacy Completion Point K Level 2.0-3.9 (SS 390 – 490) BEGINNING BASIC EDUCATION

- K.01.00 Writing Process
Apply the four-step writing process to compose short written pieces by making a plan for writing that includes the main idea and the purpose such as to entertain, to inform, or to communicate information. (LA.2.3.1.3)
- K.02.00 Language Conventions
Apply basic capitalization and punctuation rules to a variety of creative, informative, and persuasive writing pieces.
- K.03.00 Grammatical Concepts and Rules
Edit and revise draft writing correcting sentence structure and subject/verb agreement.
- K.04.00 Writing Applications
Develop and produce a composition of at least two paragraphs with a minimum of three sentences demonstrating creative, informative, and persuasive writing.

- K.05.00 Communicate Ideas and Information
Apply effective penmanship, listening, and speaking strategies.
- K.06.00 Technology and Media Literacy
Comprehend a variety of informational texts that are part of our day-to-day experiences.

Literacy Completion Point M
Level 4.0-5.9 (SS 491 – 523)
LOW INTERMEDIATE BASIC EDUCATION

- M.01.00 Writing Process
Publish a final product that may include pictures and diagrams after developing a writing piece utilizing a four-step writing process that includes prewriting strategies, writing a draft, editing strategies, revising, and refining. (LA.4.3.5.0)
- M.02.00 Language Conventions
Self-correct and edit written communication for correct spelling, capitalization, punctuation, and subject-verb agreement.
- M.03.00 Grammatical Concepts and Rules
Use present and past verb tenses, noun-pronoun agreement, noun-verb agreement, subjective and objective pronouns, demonstrative pronouns, and conjunctions. (LA.4.3.4.5)
- M.04.00 Writing Applications
Develop and produce multi-paragraph compositions that demonstrate creative, informative, and persuasive writing.
- M.05.00 Communicate Ideas and Information
Demonstrate effective oral and written communication skills through legible penmanship, listening skills, and speaking strategies in a variety of situations.
- M.06.00 Technology and Media Literacy
Select and use technology available to enhance communication and achieve a purpose such as publishing and presenting. (LA.5.6.1)

Literacy Completion Point N
Level 6.0-8.9 (SS 524 – 559)
HIGH INTERMEDIATE BASIC EDUCATION

- N.01.00 Writing Process
Use a systematic process for collecting, processing, and presenting information. (LA.7.6.2.0)
- N.02.00 Language Conventions
Apply advanced capitalization and punctuation rules to a variety of creative, informative, and persuasive writing pieces.

- N.03.00 Grammatical Concepts and Rules
Apply advanced grammatical rules to written compositions.
- N.04.00 Writing Applications
Develop and produce complex compositions that demonstrate creative, informative, and persuasive writing.
- N.05.00 Communicate Ideas and Information
Apply advanced listening and speaking skills to communicate ideas and information.
- N.06.00 Technology and Media Literacy
Use advanced technology to pre-write, draft, edit, revise, and publish written documents.

**Florida Department of Education
Student Performance Standards**

Course Title: Comprehensive Adult Basic Education
Course Number: 9900004
Course Credit: Not Applicable

Course Description:

After successfully completing this program, the student will demonstrate knowledge regarding mathematical concepts and perform the following:

MATHEMATICS

**Literacy Completion Point A
Level 0.0 – 1.9 (SS) ≤313
BEGINNING ABE LITERACY**

A.01.00 Number Concepts

Anchor Standard:

Represent, compare, order whole numbers; join and separate sets.

Competencies (Benchmarks):

- A.01.01 Represent quantities with numbers up to 20, verbally, in writing, and with manipulatives. (MA.KA.1.1)
- A.01.02 Differentiate whole numbers up to 100 using names, written words, and standard numerals.
- A.01.03 Read words for numerals and match numbers with quantities including number sequencing.
Example: 1, one, first, 1st
- A.01.04 Illustrate ordinal numbers first through tenth.
- A.01.05 Understand basic concepts such as equal, unequal, less than, greater than, more, less, add, subtract, same as, above, below, between, in, out, over, under.
- A.01.06 Identify the next item of a pattern or a number sequence.
- A.01.07 Count by 2, 5, 10, 25, and 50.
- A.01.08 Estimate the relative sizes of whole numbers between 0 and 100.
- A.01.09 Classify numbers as even or odd.

A.02.00 Addition and Subtraction

Anchor Standard:

Use a variety of addition and subtraction strategies to solve basic math facts.

Competencies (Benchmarks):

- A.02.01 Predict the effect of addition and subtraction on whole numbers.
- A.02.02 Solve 1- and 2-digit addition problems without regrouping given in both vertical and horizontal notation.
- A.02.03 Solve 1- and 2-digit subtraction problems without regrouping given in both vertical and horizontal notations.
- A.02.04 Select the appropriate operation (addition/subtraction) to solve real-world problems using 1- and 2-digit subtraction problems without regrouping. A variety of appropriate methods such as paper and pencil, manipulatives, and mental mathematics for computing may be used.
- A.02.05 Recite addition facts using a number line, table, or memory.
- A.02.06 Recite subtraction facts using a number line, table, or memory.

A.03.00 Measurement

Anchor Standard:

Measure using the appropriate unit of measurement.

Competencies (Benchmarks):

- A.03.01 Measure by using iterations (repetitions) of a unit and count the unit measures by grouping units; such as, inches, pounds, degrees, and cups. (MA.1G.5.1)
- A.03.02 Compare and order objects according to descriptors of length, weight, and capacity. (MA.1G.5.2)
- A.03.03 Identify the larger of two U.S. measures (for example: inches or feet or yards).
- A.03.04 Measure using the appropriate unit of measurement.
- A.03.05 State and predict dates by month, day, and year, using a calendar.
- A.03.06 Tell time to the hour and half-hour.

A.04.00 Geometry

Anchor Standard:

Compare, compose, and decompose two-dimensional and three-dimensional geometric shapes.

Competencies (Benchmarks):

- A.04.01 Identify a square, circle, rectangle, and triangle.
- A.04.02 Use appropriate vocabulary to compare and classify shapes according to attributes and properties such as number and lengths of sides and number of vertices. (MA.1.G.3.1)
- A.04.03 Compose and decompose plane and solid figures, including making predictions about them, to build an understanding of part-whole relationships and properties of shapes. (MA1.G.3.2)

A.05.00 Algebra

Anchor Standard:

Use counting strategies, number patterns, and models as a means to explain commutative, associative, and additive properties. (MA.1.A.1.3)

Competencies (Benchmarks):

- A.05.01 Extend repeating and growing patterns; fill in missing terms, and justify reasoning. (MA.1A.4.1)
- A.05.02 Recognize and create examples of commutative property.
Example: $2 + 3 = 5$ and $3 + 2 = 5$
- A.05.03 Recognize and create examples of associative property.
Example: $2 + (3 + 1) = 6$ and $(2 + 3) + 1 = 6$
- A.05.04 Recognize and create examples of additive property
Example: $7 + 8 = 7 + 7 + 1$

A.06.00 Financial Literacy**Anchor Standard:**

Solve real-world problems using addition without regrouping for purchases less than \$1.00.

Competencies (Benchmarks):

- A.06.01 Identify coins and currency of different values.
- A.06.02 Identify sets of coins equivalent to \$1.00 or less.
- A.06.03 Read and write numerals for money using appropriate monetary symbols.

Literacy Completion Point B**Level 2.0 - 3.9 (SS) 314 -441****BEGINNING BASIC EDUCATION****B.01.00 Number Concepts****Anchor Standard:**

Develop an understanding of base ten numeration system and place value concepts. (Level 2, Big Idea 1)

Competencies (Benchmarks):

- B.01.01 Distinguish place value for ones, tens, hundreds, thousands, tenths and hundredths.
- B.01.02 Determine the relationships among the four basic mathematical operations: addition, subtraction, multiplication, and division.
- B.01.03 Recognize clue words in choosing operations to be used to solve real-world Problems such as add, plus, total, sum, subtract, difference, left, remaining, multiply, times, several, divide, each, per.
- B.01.04 Select the appropriate operation to solve specific problems involving addition (+), subtraction (-), multiplication (x), and division (÷).
- B.01.05 Explain the reasoning steps in solving real-world problems by:
- identifying the question;
 - identifying the information given;
 - choosing the operation;
 - solving and checking; and,
 - analyzing the answer for logic.
- B.01.06 Apply rounding techniques to estimate the solution to a real-world addition or subtraction problem; then, determine the actual result through computation.

- B.01.07 Identify whole numbers, commonly-used fractions, and mixed numbers; and relate these numbers to real-world situations
Examples: 1/4 pizza, 1/2 sandwich, 1 and 1/2 pies

B.02.00 Addition and Subtraction

Anchor Standard:

Develop quick recall (fluency) of addition facts, related subtraction facts, and multi-digit addition and subtraction. (Level 2, Big Idea 2)

Competencies (Benchmarks):

- B.02.01 Explain the inverse (opposite) relationship of addition and subtraction.
B.02.02 Solve addition problems using up to 5 digits without regrouping given in both vertical and horizontal notation.
B.02.03 Solve real-world problems using addition of whole numbers up to 5 digits with and without regrouping to solve real-world problems using appropriate methods of computing, such as paper and pencil, manipulatives, and mental mathematics.
Example: Add a 4- or 5-digit number to a 3- or 4-digit number, without regrouping, given in vertical notation.
B.02.04 Solve subtraction problems using up to 5 digits without regrouping given in both vertical and horizontal notation.
B.02.05 Borrow where the minuend is a digit followed by three zeros and regrouping is necessary.
Example: 6000 - 495
B.02.06 Solve real-world problems using subtraction of whole numbers up to 5 digits with and without regrouping to solve real-world problems using a variety of methods, such as paper and pencil, manipulatives, and mental mathematics.
Example: Subtract up to 4- or 5-digit number from 3- or 4-digit number without regrouping, given in horizontal notation.

B.03.00 Multiplication and Division

Anchor Standard:

Perform strategies for basic multiplication facts and related division facts. (Level 3, Big Idea 1)

Competencies (Benchmarks):

- B.03.01 Predict the effect of multiplication and division on whole numbers.
B.03.02 Identify terminology and symbols for multiplication and division.
B.03.03 Explain the inverse relationship between multiplication and division.
B.03.04 Recite multiplication and division facts using a table or memory.
B.03.05 Multiply 2-digit and 3-digit numbers by a 1-digit number without regrouping.
B.03.06 Divide a 2-digit number by a 1-digit number without remainders.

B.04.00 Fractions and Decimals

Anchor Standard:

Produce a sequence of fractions and decimal numbers from smallest to largest and largest to smallest.

Competencies (Benchmarks):

- B.04.01 Read and write names, words, and standard numerals for commonly used fractions, such as $\frac{1}{2}$, $\frac{1}{4}$, $\frac{1}{3}$, $\frac{3}{4}$, $\frac{2}{3}$.
- B.04.02 Organize fractions on a number line.
- B.04.03 Examine the relationship between money and decimals.
- B.04.04 Organize decimals on a number line.

B.05.00 Measurement

Anchor Standard:

Solve real-world problems involving measurements using a variety of methods, such as paper and pencil, manipulatives, and mental mathematics.

Competencies (Benchmarks):

- B.05.01 Recognize other units of measurement such as metric measures.
- B.05.02 Differentiate and compare common units of U.S. measurements for length, capacity, weight, and temperature.
- B.05.03 Measure to the nearest $\frac{1}{4}$ inch on a 12-inch ruler.
- B.05.04 Use appropriate tools from the U.S. system and metric system for measuring length, capacity, weight and temperature.
- B.05.05 Tell time on the half-hour, quarter hour, and in minutes.

B.06.00 Geometry

Anchor Standard:

Describe and analyze properties of two-dimensional shapes. (Level 3, Big Idea 3)

Competencies (Benchmarks):

- B.06.01 Describe, analyze, compare, and classify two-dimensional shapes using sides and angles, including acute, obtuse, and right angles, and connect these ideas to the definition of shapes. (MA.3.G.3.1)
- B.06.02 Compose and decompose and transform polygons to make other polygons, including concave and convex polygons with three, four, five, six, eight, or ten sides. (MA.3.G.3.2)
- B.06.03 Build, draw, and analyze two-dimensional shapes from several orientations in order to examine and apply congruence and symmetry. (MA.3.G.3.3)
- B.06.04 Select appropriate units, strategies, and tools to solve problems involving perimeter. (MA.3.G.5.1)

B.07.00 Algebra

Anchor Standard:

Create, analyze, and represent patterns and relationships using numbers, words, and shapes.

Competencies (Benchmarks):

- B.07.01 Predict and explain the missing variable in a sequence.
- B.07.02 Recognize symbols and concepts of equal ($=$), unequal (\neq), less than ($<$), greater than ($>$), less than or equal to (\leq), and greater than or equal to (\geq).
- B.07.03 Solve problems that involve repeated addition.

B.08.00 Financial Literacy

Anchor Standard:

Solve real-world consumer problems involving money.

Competencies (Benchmarks):

- B.08.01 Count coins and currency up to \$10.00.
- B.08.02 Create equivalent amounts of \$1, \$5, and \$10 dollars using coins and paper currency.
- B.08.03 Calculate change after purchases with a \$1, \$5, and \$10 dollar bill.
- B.08.04 Solve real-world problems involving comparison shopping for purchases up to ten dollars using a variety of methods such as manipulatives, mental mathematics, paper and pencil.
- B.08.05 Estimate the total cost of a purchase using an order form and/or menu.
- B.08.06 Calculate the total cost for an order after calculating the cost of two items, sales tax (using a tax table), and shipping.
- B.08.07 Calculate the total cost of multiple items using a menu, advertisement, internet, or catalog, including one item having multiple quantities.

Literacy Completion Point C

Level 4.0 - 5.9 (SS) 442 – 505

LOW INTERMEDIATE BASIC EDUCATION

C.01.00 Number Concepts

Anchor Standard:

Demonstrate knowledge of the place value system to billions and apply estimation skills to a variety of operations.

Competencies (Benchmarks):

- C.01.01 Read and write names, words, and whole numbers using place value up to billions (billions, millions, thousands, hundreds, tens, and ones).
- C.01.02 Investigate the relative sizes of whole numbers up to billions.
- C.01.03 Compare a variety of estimation strategies in real-world situations to determine the reasonableness of calculations.
- C.01.04 Round a whole number less than one million to any given place value.

C.02.00 Addition and Subtraction

Anchor Standard:

Represent, compute, estimate, and solve addition and subtraction problems using numbers through hundred thousands. (MA.3.A.6.1)

Competencies (Benchmarks):

- C.02.01 Apply rounding techniques to estimate the solution to real-world addition and/or subtraction problems, then determine the actual result.
- C.02.02 Add a 9-digit number to a 9-digit number with and without regrouping given in horizontal and vertical notations.

- C.02.03 Subtract two 9-digit numbers with and without regrouping given in horizontal and vertical notations.
- C.02.04 Formulate the proof method for addition and subtraction.
Example: $45,900 + 1,100 = 47,000$ and $47,000 - 1,100 = 45,900$

C.03.00 Multiplication and Division

Anchor Standard:

Use and describe various models for multiplication and division in problem-solving situations, and demonstrate recall of basic multiplication and related division facts. (Level 4, Big Idea 1)

Competencies (Benchmarks):

- C.03.01 Multiply a 2-digit number by a 2-digit number.
- C.03.02 Multiply a 3-digit number by a 1-, 2- or 3-digit number.
- C.03.03 Multiply a 4-digit number by a 1-, 2- or 3-digit number.
- C.03.04 Divide 3- or 4-digit numbers by a 1-digit number with and without remainder.
- C.03.05 Divide 3-or 4-digit numbers by a 2-digit number with and without remainder.
- C.03.06 Formulate the proof method for problems.
Examples: $12 \div 2 = 6 \times 2$
 $15 \times 5 = 25 \div 5$
 $64 \times 27 = 27 \times 64$
- C.03.07 Divide by a 3-digit number with or without remainder.

C.04.00 Fractions and Decimals

Anchor Standard:

Develop an understanding of decimals, including the connection between fractions and decimals. (Level 4, Big Idea 2)

Competencies (Benchmarks):

- C.04.01 Identify and explain the purpose of numerators and denominators.
- C.04.02 Recognize proper and improper fractions and mixed numbers.
- C.04.03 Convert mixed numbers to improper fractions and improper fractions to mixed numbers.
- C.04.04 Round fractions and mixed numbers to the nearest whole numbers.
- C.04.05 Reduce fractions to equivalent fractions ($1/2 = 2/4 = 4/8$).
- C.04.06 Reduce common fractions to the lowest common denominator.
- C.04.07 Add and subtract fractions with common denominators.
- C.04.08 Multiply proper fractions.
Example: $1 \times 1/2 = 2/2 \times 1/2$
- C.04.09 Identify fractions represented as equivalent forms such as decimals and percents.
Examples: $1/2 = 50\% = .5$
- C.04.10 Read and write names and standard numerals for decimals, including tenths, hundredths, and thousandths.
Examples: .10, one tenth; .40, four tenths
- C.04.11 Distinguish and compare the relative sizes of decimals.

- C.04.12 Convert common fractions to decimals and decimals to common fractions.
- C.04.13 Add and subtract decimals up to thousandths.
- C.04.14 Select the appropriate operation and solve real-world problems involving decimals.

C.05.00 Measurement

Anchor Standard:

Solve measurement problems in U.S. and metric systems using addition or subtraction with or without conversion.

Competencies (Benchmarks):

- C.05.01 Estimate measurements of length, time, weight, temperature, and money. Then, calculate actual measurements.
- C.05.02 Read and write abbreviations for length, weight, and capacity measurements in the U.S. and metric systems.
- C.05.03 Identify metric units of measure for length, weight/mass, or capacity (meter, gram, liter) most appropriate for a given situation.
- C.05.04 Select prefixes used in the metric system with their decimal equivalents (kilo-, deci-, centi-, and milli-).
- C.05.05 Measure capacity quantities in teaspoons, tablespoons, cups, pints, quarts, gallons, and liters.
- C.05.06 Read and interpret units of measurement from a variety of instruments.
Examples: thermometers (Fahrenheit and/or Celsius), rules, scales, gauges, and dials.
- C.05.07 Interpret diagrams, illustrations, and scale drawings.
- C.05.08 Read and interpret units of measurements in recipes.
- C.05.09 Apply geometric formulas for perimeter and area of squares, rectangles and triangles.
- C.05.10 Convert equal measures defined in different units.
Examples: feet to yards, yards to feet and cups to quarts, quarts to cups

C.06.00 Geometry

Anchor Standard:

Apply a variety of strategies, geometric properties, and formulas for two- and three-dimensional shapes, such as triangles, cubes, and rectangular solids.

Competencies (Benchmarks):

- C.06.01 Illustrate the concepts of spatial relationships, symmetry, reflections, congruency, and similarity.
- C.06.02 Solve real-world and mathematical problems by applying formulas for two and three dimensional shapes

C.07.00 Algebra

Anchor Standard:

Describe mathematical relationships using expressions, equations, and visual representations.
(MA.4.A.4.2)

Competencies (Benchmarks):

- C.07.01 Describe a variety of patterns and relationships through models such as manipulatives, tables, graphs, and rules.
- C.07.02 Restate word problems into a number symbol sentence.
Example: Six plus one equals seven to $6 + 1 = 7$
- C.07.03 Recognize simple algebraic formulas.
Example: $1 + 3 = x$

C.08.00 Data Analysis

Anchor Standard:

Collect data, construct and analyze frequency tables, bar graphs, pictographs, and line plots.

Competencies (Benchmarks):

- C.08.01 Solve problems using bar graphs, circle graphs, line graphs, pictographs, and charts.
- C.08.02 Interpret data in charts, tables, plots, graphs, and maps.
- C.08.03 Calculate averages (means).
- C.08.04 Calculate mileage on a highway map.

C.09.00 Financial Literacy

Anchor Standard:

Develop a personal budget for a set income based on an individual career plan.

Competencies (Benchmarks):

- C.09.01 Investigate a variety of methods to purchase goods and services.
Examples: newspapers, yellow pages, catalogs, internet, order forms, and other related information sources.
- C.09.02 Interpret a variety of information such as advertisements, labels, coupons, charts, letters, articles, and/or price tags, to select goods and services.
- C.09.03 Investigate and calculate earnings based on a variety of reported differences for wages.
Examples: minutes spent working on two jobs, working two hourly wages, hourly and daily wages
- C.09.04 Investigate and calculate personal banking statements and forms.
Examples: deposit and withdrawal forms for accuracy, and calculate account balances using computer-generated bank statements
- C.09.05 Calculate wage increases using figures from a comparison table and bar graphs.
- C.09.06 Calculate the amount of fines accrued for several driving violations.
- C.09.07 Compare costs for major purchases.
Example: computer, car, refrigerator

Literacy Completion Point D
Level 6.0 – 8.9 (SS) 506 – 565
HIGH INTERMEDIATE BASIC EDUCATION

D.01.00 Number Concepts

Anchor Standard:

Comprehend and apply basic number theory concepts of primes, composites, factors and multiples.

Competencies (Benchmarks):

- D.01.01 Develop an understanding of proportionality and similarity.
- D.01.02 Recognize the structure of number systems other than the decimal number system.
Example: Roman number system

D.02.00 Fractions and Decimals

Anchor Standard:

Solve real-world problems involving multiple operations using common fractions, mixed numbers, and whole numbers.

Competencies (Benchmarks):

- D.02.01 Add and subtract whole numbers, fractions, and mixed numbers with and without common denominators.
- D.02.02 Multiply and divide common mixed fractions, mixed numbers, and whole numbers.
- D.02.03 Select the appropriate operation and solve specific problems involving fractions.
- D.02.04 Solve real-world problems involving multiple operations using common fractions, mixed numbers, and whole numbers.
- D.02.05 Multiply and divide a decimal by a whole number and/or another decimal.
- D.02.06 Select the appropriate operation and solve real-world problems involving decimals.

D.03.00 Ratios and Proportions

Anchor Standard:

Select the appropriate operation and solve real-world problems using ratios and/or proportions.

Competencies (Benchmarks):

- D.03.01 Read and write names, words, and standard numerals with ratios.
- D.03.02 Illustrate the concept of ratio and proportion.
- D.03.03 Identify concrete and symbolic representations of ratios in real world situations.
- D.03.04 Recognize that ratios can be represented in other equivalent forms.

- D.03.05 Produce the process of cross-multiplying to solve proportion.
- D.03.06 Solve real-world problems involving ratios and proportions.

D.04.00 Percents

Anchor Standard:

Convert percents to/from fractions and decimals.

Competencies (Benchmarks):

- D.04.01 Read and write names, words, and standard numerals for percents.
- D.04.02 Compare and differentiate the relative sizes of percents.
- D.04.03 Identify concrete and symbolic representations of percents in real-world situations.
- D.04.04 Recognize that percents can be represented in a variety of equivalent forms.
- D.04.05 Calculate a percent of a number.
- D.04.06 Calculate the total when a percent is given.
Example: 20 is 50% of what number?
- D.04.07 Solve real-world problems involving percents.

D.05.00 Measurement

Anchor Standard:

Compare, contrast, and convert units of measure among different measurements, such as U.S. customary, metric, and derived units dimensions to solve problems. (MA.7.G.4.4).

Competencies (Benchmarks):

- D.05.01 Solve linear measurement problems with inches, feet, or yards.
- D.05.02 Solve capacity problems with cups, pints, quarts, and gallons.
- D.05.03 Solve mass/weight problems with ounces, pounds, and tons.
- D.05.04 Convert within the metric system measures from one prefix to another, such as, deci, centi, and milli.
- D.05.05 Research a variety of instruments and tools, technology, and techniques to measure quantities in order to achieve specified degrees of accuracy in a problem situation.
Example: miles per hour (derived unit)
- D.05.06 Predict capacity results such as mass and volume to check the reasonableness of data using a variety of estimation strategies.
- D.05.07 Solve real-world problems of length, perimeter, area, mass, volume, and capacity using estimation strategies.
- D.05.08 Solve real-world and mathematical problems with the help of estimating measurements.
Examples: time, weight/mass, temperature, money, perimeter, area, volume, in either U.S. or metric units.
- D.05.09 Predict capacity results such as mass and volume to check the reasonableness of data using a variety of estimation strategies.
- D.05.10 Solve real-world problems of length, perimeter, area, mass, and volume, using estimation strategies.

D.06.00 Geometry

Anchor Standard:

Apply a variety of strategies, geometric properties, and formulas to solve real-world and mathematical problems.

Competencies (Benchmarks):

- D.06.01 Apply and calculate using the properties of the following geometric shapes: circle, square, rectangle, triangle, parallelogram, pentagon, cube, rectangular solid, pyramid, cone, and cylinder.
- D.06.02 Recognize types of angles.
Examples: acute, obtuse, straight, and right.
- D.06.03 Recognize types of triangles:
Examples: equilateral, right, scalene, and isosceles.
- D.06.04 Know the number of degrees in a triangle and a quadrilateral.
- D.06.05 Label geometric figures using appropriate terminology.
Examples: parallel, perpendicular, similar, and congruent.
- D.06.06 Apply geometric formulas for circumference, cubes, rectangular solids, and cylinders.

D.07.00 Algebra

Anchor Standard:

Apply the equality, commutative, associative, and distributive properties to show expressions equivalent expressions.

Competencies (Benchmarks):

- D.07.01 Read and write names, words, and standard numerals with integers.
- D.07.02 Identify concrete and symbolic representations of integers to real-world situations.
Example: reading positive and negative numbers for temperatures (85° and -5°)
- D.07.03 Locate integers using a number line.
- D.07.04 Compare and differentiate the relative size of integers.
- D.07.05 Add, subtract, multiply and divide integers.
- D.07.06 Select the appropriate operation to solve specific problems involving integers.
- D.07.07 Solve real-world problems involving integers.
- D.07.08 Calculate the square of numbers 1 – 20.
- D.07.09 Calculate the square roots of perfect squares.
- D.07.10 Apply place value concepts of grouping based on powers of 10 (1, 10, 100, 1000, 10,000, 100,000, 1,000,000).
- D.07.11 Solve simple problems by applying the algebraic order of operations.
- D.07.12 Write algebraic expressions.
Examples: $2x$; $2m - 10$
- D.07.13 Solve one-step equations involving any mathematical operations.
Examples: $x + 9 = 27$; $x/4 = 3$; $x - (-4) = 2$.
- D.07.14 Comprehend commutative and associative properties.
Examples: $6 \times 2 = 2 \times 6$; $1 + 3 + 4 = 3 + 1 + 4$

D.08.00 Data Analysis

Anchor Standard:

Use tables, graphs, and models to represent, analyze, and solve real-world problems.

Competencies (Benchmarks):

- D.08.01 Use data from charts and tables.
Example: tax on purchases using a sales tax table; calculating tax from a withholding tax schedule, or income tax schedule.
- D.08.02 Compare and differentiate the concepts of mean, median, and mode.
- D.08.03 Calculate distances on a map using the map scale.
- D.08.04 Interpret a time zone map to determine the time in a variety of locations.

D.09.00 Financial Literacy

Anchor Standard:

Calculate short-term and long-term loans using interest rate, percentage down, payment rate, and the total purchase price.

Competencies (Benchmarks):

- D.09.01 Identify personal and household purchases that require a short- or long- term loan.
- D.09.02 Calculate and compare the unit price of personal and household purchased among different sizes and brands.
- D.09.03 Compute percentage discounts and sale prices to determine final cost.
- D.09.04 Calculate and compare loan interest, credit card interest, and interest-earning savings plans.
- D.09.05 Calculate a payment rate for a purchase.
- D.09.06 Calculate a payment rate for a purchase that requires a down payment.
- D.09.07 Calculate the final purchase price that includes monthly payments and interest rate.

READING

Literacy Completion Point E Level 0.0 – 1.9 BEGINNING ABE LITERACY

E.01.00 Prerequisite Skills to Reading

Anchor Standard:

Narrate a picture story in a sequence.

Competencies (Benchmarks):

- E.01.01 Recognize that symbols and words in environmental print convey meaning
Example: shapes and colors of signs; universal symbols
- E.01.02 Recognize that printed materials normally flow from left to right, top to

- bottom, front to back.
- E.01.03 Identify letters of the alphabet
- E.01.04 Recognize that letters make words.
- E.01.05 Recognize that words make sentences.
- E.01.06 Recognize that there are spaces between words.
- E.01.07 Recognize that words on the right hand page of a book start at the top left.
- E.01.08 Summarize a story read aloud.

E.02.00 Phonics/Word Analysis for Reading

Anchor Standard:

Recognize and recall the one-to-one correspondence between letters and sounds. (LA.K.1.4.1)

Competencies (Benchmarks):

- E.02.01 Identify letters of the alphabet.
- E.02.02 Identify single consonant sounds.
- E.02.03 Identify single vowels.
- E.02.04 Identify rhyming patterns.
- E.02.05 Identify and use repetition and rhyme in oral and written text.
- E.02.06 Understand that word choice and punctuation can shape ideas, feelings, and actions.

E.03.00 Vocabulary Development

Anchor Standard:

Relate new vocabulary to life experiences and prior knowledge. (LA.K.1.6.6)

Competencies (Benchmarks):

- E.03.01 Identify frequently used words from an appropriate word list for adults, such as the Dolch Word List.
- E.03.02 Apply letter/sound knowledge to decode phonetically regular words quickly (fluency) and accurately. (LA.1.1.5.1)
- E.03.03 Explain the meanings of basic words used in context.
- E.03.04 Recognize personal information (for example: name, address, zip code, phone number, age).

E.04.00 Reading Comprehension

Anchor Standard:

Use background knowledge, supporting details from text, or another source to verify the accuracy of literal and evaluative information presented in reading selections. (LA.1.1.7.2)

Competencies (Benchmarks):

- E.04.01 Determine the main idea and factual details of a paragraph.
- E.04.02 Determine the sequence of events in a paragraph presented orally.
- E.04.03 Predict what a passage is about by its title and illustrations.
- E.04.04 Verify the accuracy of information in a passage (example: ask others; check another source).
- E.04.05 Differentiate between positive and negative sentences.

- E.04.06 Distinguish verbs denoting the past, present, or future.
- E.04.07 Distinguish between statements, questions, requests, commands, and exclamations.
- E.04.08 Distinguish between fact/opinion and fiction/nonfiction.

E.05.00 Literary Analysis

Anchor Standard:

Identify, analyze, and apply knowledge of the elements of a variety of fiction and literary texts to develop a thoughtful response to a literary selection. (LA.1.2.1.0)

Competencies (Benchmarks):

- E.05.01 Understand the story elements of setting, character, problem, and solution/resolution.
- E.05.02 Compare personal perspective in responding to a work of literature connecting text to self (personal connection), text to world (social connection), and text to text (comparison).
Example: relate characters and simple events in a story or biography to one's own life.

Literacy Completion Point F

Level 2.0 – 3.9

BEGINNING BASIC EDUCATION

F.01.00 Phonics/Word Analysis for Reading

Anchor Standard:

Apply a variety of decoding strategies such as phonics and sight words to read text.

Competencies (Benchmarks):

- F.01.01 Identify vowels and consonants.
- F.01.02 Identify consonant blends (two consonant letters that can be blended into a sound).
Examples: sl, st, bl, pl
- F.01.03 Identify consonant digraphs (two consonant letters that create a sound).
Examples: sh, ph
- F.01.04 Identify long and short vowel sounds.
- F.01.05 Identify vowel combinations.
- F.01.06 Apply the letter/sound knowledge to decode unknown words quickly (fluency) and accurately. (LA.3.1.5.1)

F.02.00 Vocabulary Development

Anchor Standard:

Apply multiple strategies to expand vocabulary. (LA.3.1.6.0)

Competencies (Benchmarks):

- F.02.01 Identify frequently used words from an appropriate word list for adults, such as the Dolch Word List.
- F.02.02 Identify and define compound words.

- F.02.03 Identify root words, prefixes, and suffixes.
- F.02.04 Use context clues to determine meanings of unfamiliar words.
- F.02.05 Relate new vocabulary to familiar words.
- F.02.06 Use antonyms, synonyms, homophones, and homographs to determine meanings of words.
- F.02.07 Identify the meanings of abbreviations.
- F.02.08 Identify high frequency phonetically irregular words quickly (fluency) and accurately. (LA.2.1.5.2)

F.03.00 Reading Comprehension

Anchor Standard:

Use a variety of strategies to comprehend literal, inferential, and evaluative information read in a variety of reading selections. (LA.3.1.7.0)

Competencies (Benchmarks):

- F.03.01 Identify a text's features such as titles, subheadings, captions, and illustrations to make and confirm predictions; and establish a purpose for reading. (LA.3.1.7.1)
- F.03.02 Identify the author's purpose, such as to inform, entertain, or explain, and how an author's perspective influences text. (LA.3.1.7.2)
- F.03.03 Determine explicit ideas and information such as main idea, supporting details, implied message and inference, and order of events. (LA.3.1.7.3)
- F.03.04 Identify cause-and-effect relationships. (LA.3.1.7.4)
- F.03.05 Identify the text structure such as comparison/contrast, cause/effect, and the sequence of events; and explain the effects on text. (LA.3.1.7.5)
- F.03.06 Identify themes or topics across a variety of fiction and nonfiction selections. (LA.3.1.7.6)
- F.03.07 Compare and contrast elements, settings, characters, and problems in two or more reading selections. (LA.3.1.7.7)
- F.03.08 Use strategies to enhance comprehension when self-monitoring indicates confusion. (LA.3.1.7.8)
Examples: checking context clues, prediction, summarizing, questioning, and clarifying by checking other sources

F.04.00 Literary Analysis

Anchor Standard:

Identify the main idea or essential message from a text and identify supporting information.

Competencies (Benchmarks):

- F.04.01 Identify words and construct meaning from text, illustrations, graphics, and charts using the strategies of phonics, word structure, and context clues.
- F.04.02 Answer "who," "what," "when," "where," "how," and "why" questions concerning a wide range of texts, literary forms, and printed materials.
- F.04.03 Follow simple written directions.
- F.04.04 Recognize the characteristics of the paragraph and stanza (verse) forms in writings.
Examples: indentation, poetry spacing
- F.04.05 Choose resource and reference tools to obtain information
Examples: beginner's dictionary, glossary

- F.04.06 Distinguish between fiction and nonfiction.
- F.04.07 Recognize the function of introductory and concluding paragraphs in a passage.

Literacy Completion Point G
Level 4.0 – 5.9
LOW INTERMEDIATE BASIC EDUCATION

G.01.00 Phonics/Word Analysis

Anchor Standard:

Use context clues and language structures to analyze words for correct pronunciation.

Competencies (Benchmarks):

- G.01.01 Define words with multiple meanings.
- G.01.02 Use context clues to analyze words for correct pronunciation.
- G.01.03 Use language structure to read multisyllabic words in text. (LA.4.1.4.3)
- G.01.04 Adjust reading rate (fluency) based on purpose, text difficulty, form, and style. (LA.4.1.5.2)

G.02.00 Vocabulary Development

Anchor Standard:

Utilize a variety of vocabulary words in content areas of instruction.

Competencies (Benchmarks):

- G.02.01 Use phonics and word structure to identify words and construct meaning.
- G.02.02 Apply antonyms, synonyms, homophones, and homographs to determine meanings of words. (LA.4.1.6.8)
- G.02.03 Classify nouns with similar characteristics under appropriate headings.
Example: rose and daisy as flowers.
- G.02.04 Determine the meanings of words in context using example clues, direct explanation clues, synonym clues, and/or comparison and contrast clues.
- G.02.05 Identify the pronoun referent in a sentence or paragraph.

G.03.00 Reading Comprehension

Anchor Standard:

Use background knowledge of subject and related content area, pre-reading strategies, graphic representations, and knowledge of text structure to make and confirm complex predictions of content, purpose, and organization of a reading selection.

Competencies (Benchmarks):

- G.03.01 Identify the text structure an author uses such as comparison/contrast, cause/effect, and sequence of events and explain the impact on text. (LA.5.1.7.5)
- G.03.02 Explain the purpose of text features such as format, graphics, diagrams, illustrations, charts, and maps, using prior knowledge to make and confirm predictions and to establish a purpose for reading. (LA.5.1.7.1)

- G.03.03 Determine the main idea or essential message through inferring, paraphrasing, summarizing, and identifying relevant details; and explain the impact on text. (LA.5.1.7.3)
- G.03.04 Interpret and follow complex, multi-step directions.
- G.03.05 Summarize or restate conclusions after oral/silent reading.
- G.03.06 Predict content and purpose of a reading selection by previewing table of contents, index, headings, captions, and illustrations.
- G.03.07 Make predictions using prior knowledge, pre-reading, and self-questioning strategies.
- G.03.08 Recognize the basic characteristics of fables, stories, and legends.
- G.03.09 Evaluate information from pictures, maps, signs, diagrams, tables, graphs, or schedules.
- G.03.10 Use print and electronic sources such as a dictionary, encyclopedia, atlas, newspaper, and thesaurus to obtain information for a specific task.
- G.03.11 Obtain appropriate information from an index and a table of contents.

G.04.00 Literary Analysis

Anchor Standard:

Identify, analyze, and apply knowledge of the elements of a variety of fiction and literary texts to develop a thoughtful response to a literary selection. (LA.5.2.1.0)

Competencies (Benchmarks):

- G.04.01 Identify features and characteristics that distinguish fiction and nonfiction writing.
Examples of fiction: drama, poetry, fables, and legends
Examples of nonfiction: biographies and essays
- G.04.02 Analyze how word choice can shape reactions, perceptions, and beliefs such as techniques used in media messages.
- G.04.03 Critique a literary text and provide supporting details.
- G.04.04 Distinguish between author's opinion and objective information.
- G.04.05 Compare and contrast the effects of language on story structure.
Examples: sensory words, rhymes, vocabulary patterns in children's books used in a family literacy program.

Literacy Completion Point H

Level 6.0 – 8.9

HIGH INTERMEDIATE BASIC EDUCATION

H.01.00 Phonics/Word Analysis

Anchor Standard:

Demonstrate an awareness of the differences when English is used in formal and informal settings.

Competencies (Benchmarks):

- H.01.01 Understand that there are patterns and rules that govern the semantic/grammatical structure of English.
- H.01.02 Demonstrate awareness that word choice is a powerful means by which culture and values are transmitted.
- H.01.03 Understand that acceptable language use and structure change over time.

H.02.00 Vocabulary Development

Anchor Standard:

Use advanced strategies to cultivate and expand the use of vocabulary in content areas.

Competencies (Benchmarks):

- H.02.01 Employ use of interpersonal and academic vocabularies in reading, writing, listening, and speaking.
- H.02.02 Identify and understand the meaning of advanced prefixes, suffixes, and root words.
Examples: un- vs. pseudo- meaning not, fore- vs. pre- meaning before
- H.02.03 Distinguish denotative and connotative meanings of words.
- H.02.04 Identify the meaning of words and phrases derived from Greek and Latin mythology such as mercurial and Achille's heel. (LA.6.1.6.11)
- H.02.05 Identify the meaning of frequently used words from other languages such as laissez-faire and croissant. (LA.6.1.6.11)

H.03.00 Reading Comprehension

Anchor Standard:

Use advanced strategies such as pre-reading strategies, graphic representations, and text structure to make and confirm complex predictions of content, purpose, and organization of a reading selection. (LA.8.1.7.1)

Competencies (Benchmarks):

- H.03.01 Read text orally with accuracy, appropriate rate (fluency), and expression. (LA.7.1.5)
- H.03.02 Analyze a variety of text structures such as compare/contrast, cause/effect, chronological order, argument/support, lists; and text features such as main headings and subheadings; and explain their impact on meaning.
- H.03.03 Interpret information from a variety of reading selections and other printed materials.
- H.03.04 Evaluate the validity and accuracy of information by differentiating fact from opinion.
- H.03.05 Evaluate the appropriateness of information from a variety of print and electronic reference materials.
- H.03.06 Construct essays and reflections to demonstrate comprehension.

H.04.00 Literary Analysis

Anchor Standard:

Examine the characteristics of classic literature such as timelessness, universal themes and experiences, and cultural competence.

Competencies (Benchmarks):

- H.04.01 Use literary devices in the comprehension and creation of written, oral, or visual communications.
Examples: voice, tone, diction, symbolisms
- H.04.02 Identify language that shapes reactions, perceptions, and beliefs.
- H.04.03 Distinguish between emotional and logical arguments.

- H.04.04 Identify the effects of the attitudes and values of a time period or culture on selected readings.
- H.04.05 Interpret literature by evaluating phrases, sentences, or passages; and correlate to current ways of life.
- H.04.06 Interpret various elements of reading selections such as symbolism, figurative language, mood, irony, foreshadowing, flashback, persuasion, and point of view.
- H.04.07 Explain how meaning is conveyed in poetry through word choice, dialect, invented words, concrete or abstract terms, sensory or figurative language, use of sentence structure, line length, punctuation, and rhythm.

LANGUAGE ARTS

Literacy Completion Point J Level 0.0-1.9 (SS < 389) BEGINNING ABE LITERACY

J.01.00 Writing Process

Anchor Standard:

Recognize a four-step writing process that includes: prewriting strategies; writing a draft by maintaining focus on a single idea using supporting details, editing to revise, and refining the draft for clarity and effectiveness. (LA.1.3.2.0)

Competencies (Benchmarks):

- J.01.01 Identify the purposes of creative writing, informative writing, and persuasive writing.
- J.01.02 Identify a variety of prewriting strategies to generate ideas such as brainstorming, webbing, drawing, group discussions, maps, lists, and other activities. (LA.1.3.1.2)
- J.01.03 Organize details into a logical sequence that has a beginning, middle, and end. (LA.1.3.2.2)
- J.01.04 Revise by evaluating the draft for logical thinking, repetitive text, clarity, and specific details. (LA.1.3.3.1)

J.02.00 Language Conventions

Anchor Standard:

Apply standard language conventions in written communication.

Competencies (Benchmarks):

- J.02.01 Use capital letters for the first word in sentences, the pronoun “I”, and proper nouns such as names, days of the week, and months of the year.
- J.02.02 Use punctuation to end declarative, imperative, exclamatory, and interrogative sentences.
- J.02.03 Use a period to abbreviate titles.
Example: Mr., Ms., and Dr.

J.03.00 **Grammatical Concepts and Rules**

Anchor Standard:

Write statements and questions using appropriate word order with subject and verb agreement.

Competencies (Benchmarks):

- J.03.01 Identify sentences and non-sentences.
- J.03.02 Identify eight parts of speech: nouns, pronouns, verbs, adjectives, adverbs, prepositions, conjunctions, interjections.
- J.03.03 Identify simple subject and predicate of a sentence.
- J.03.04 Make subjects and verbs agree.
- J.03.05 Write statements and questions using appropriate word order.
Example: I would like to go on a bike ride. Would you like to go on a bike ride?

J.04.00 **Writing Applications**

Anchor Standard:

Develop and produce a basic three sentence paragraph demonstrating creative, informative, and persuasive writing.

Competencies (Benchmarks):

- J.04.01 Use the four-step writing process to write narratives that include main idea based on real or imagined events, characters, and sequence of events. (LA.1.4.1.1)
- J.04.02 Write simple stories, poems, rhymes or song lyrics. (LA.1.4.1.2)
- J.04.03 Write informational/expository forms such as lists, directions, recipes, labels, and instructions. (LA.1.4.2.1).
- J.04.04 Use pictures and text to explain an opinion to persuade an opposing view. (LA.1.4.3.1)

J.05.00 **Communicate Ideas and Information**

Anchor Standard:

Recognize effective penmanship, listening, and speaking strategies. (LA.1.5.2.0)

Competencies (Benchmarks):

- J.05.01 Demonstrate manuscript and/or cursive by forming legible capital and lowercase letters in manuscript and cursive.
- J.05.02 Write words and sentences in manuscript and/or cursive.
- J.05.03 Write telephone numbers and simple words from dictation.
- J.05.04 Sign name in cursive.
- J.05.05 Demonstrate attentive listening by retelling specific details of information heard completing multi-step oral directions, and solve problems. (LA.1.5.2.1)
- J.05.06 Speak clearly and audibly in large or small group settings. (LA.1.5.2.2)
- J.05.07 Participate courteously in individual and group conversations, asking clarifying questions, taking turns, staying on topic, making eye contact, and facing the speaker. (LA.1.5.2.6)
- J.05.08 Recognize formal and informal situations and use language appropriate to the situation. (LA.1.5.2.4)

J.06.00 Technology and Media Literacy

Anchor Standard:

Recognize available technology resources such as writing programs, digital cameras, drawing tools, and clip art to express thoughts, ideas, and stories. (LA.1.6.4.1)

Competencies (Benchmarks):

- J.06.01 Recognize computer terms such as hardware, software, mouse, monitor, flash drive, power on, CD-Rom, cursor, and keyboard.
- J.06.02 Identify the parts of a computer such as mouse, keyboard, monitor, flash drive, and USB devices and demonstrate proper use and care of computer hardware and software.
- J.06.03 Recognize media and computer literacy as a life skill that is integral to informed decision making such as career opportunities.

Literacy Completion Point K Level 2.0-3.9 (SS 390 – 490) BEGINNING BASIC EDUCATION

K.01.00 Writing Process

Anchor Standard:

Apply the four-step writing process to compose short written pieces by making a plan for writing that includes the main idea and the purpose such as to entertain, to inform, or to communicate information. (LA.2.3.1.3)

Competencies (Benchmarks):

- K.01.01 Plan and develop the main idea and supporting details that describe or provide facts and/or opinions using a variety of prewriting strategies such as graphic organizers, KWL charts, and a writer's notebook/journal.
- K.01.02 Organize information into a logical sequence through the use of time-order words and cause-and-effect transitions.
- K.01.03 Revise and create interest by adding supporting details, dialogue, similes, and simple/complex sentence structures. (LA.3.3.3.2)
- K.01.04 Revise by creating clarity and logic by rearranging words, sentences, and paragraphs.

K.02.00 Language Conventions

Anchor Standard:

Apply basic capitalization and punctuation rules to a variety of creative, informative, and persuasive writing pieces.

Competencies (Benchmarks):

- K.02.01 Capitalize the greeting and closing of a letter.
- K.02.02 Use a comma between city and state and between the day of the month and the year, separate words in a series, and following greeting and closing of a friendly letter.
- K.02.03 Recognize the uses of the semi-colon and colon.

Examples: semi-colon to combine simple sentences and colon after the greeting of a business letter, to introduce a list, and to separate hours from minutes in time.

K.02.04 Use an apostrophe to form contractions and to show ownership.

K.03.00 Grammatical Concepts and Rules

Anchor Standard:

Edit and revise draft writing correcting sentence structure and subject/verb agreement.

Competencies (Benchmarks):

- K.03.01 Identify the complete subject and complete predicate within different kinds of sentences.
- K.03.02 Write the singular and plural forms of nouns.
- K.03.03 Write sentences having compound subjects and compound predicates.
- K.03.04 Use appropriate forms of regular and irregular verbs
Examples: Am/is/are, was/were, has/have, go/went, and sell/sold
- K.03.05 Make nouns and pronouns agree.
- K.03.06 Distinguish use of the, a, and an.

K.04.00 Writing Applications

Anchor Standard:

Develop and produce a composition of at least two paragraphs with a minimum of three sentences demonstrating creative, informative, and persuasive writing.

Competencies (Benchmarks):

- K.04.01 Use the four-step writing process to compose narratives that include a main idea and descriptive details based on real or imagined events, characters, and settings. (LA.2.4.1.1)
- K.04.02 Write simple stories, poems, rhymes or song lyrics. (LA.2.4.1.2)
- K.04.03 Write informational/expository forms such as lists, summaries, recipes, notes/messages, and instructions. (LA.2.4.2.1)
- K.04.04 Write simple directions to familiar locations using “left” and “right” and create a map that matches the directions. (LA.2.4.2.5)
- K.04.05 Write basic communications such as friendly letters and thank-you notes.
- K.04.06 Write a persuasive text such as an advertisement or paragraph that attempts to influence the reader. (LA.3.4.3.1)

K.05.00 Communicate Ideas and Information

Anchor Standard:

Apply effective penmanship, listening, and speaking strategies.

Competencies (Benchmarks):

- K.05.01 Demonstrate legible writing to communicate thoughts, ideas, and information.
- K.05.02 Use effective listening strategies to interpret information presented orally and seek clarification when needed.

- K.05.03 Speak with a variety of sentence structures using formal and informal language when communicating.
- K.05.04 Present a written assignment orally maintaining eye contact and gestures to enhance communication.

K.06.00 Technology and Media Literacy

Anchor Standard:

Comprehend a variety of informational texts that are part of our day-to-day experiences.

Competencies (Benchmarks):

- K.06.01 Recognize media literacy as a systematic process for collecting, processing, and presenting information.
- K.06.02 Apply available technology resources such as writing programs, digital cameras, drawing tools, and clip art to express thoughts, ideas, and stories. (LA.1.6.4.1)
- K.06.03 Access a web address to research information for writing.
- K.06.04 Utilize word processing software to compose written communication.
- K.06.05 Create and save documents.
- K.06.06 Demonstrate proper keyboarding techniques while using an instructional program.

Literacy Completion Point M

Level 4.0-5.9 (SS 491 – 523)

LOW INTERMEDIATE BASIC EDUCATION

M.01.00 Writing Process

Anchor Standard:

Publish a final product that may include pictures and diagrams after a developing a writing piece utilizing a four-step writing process that includes prewriting strategies, writing a draft, editing strategies, revising, and refining. (LA.4.3.5.0)

Competencies (Benchmarks):

- M.01.01 Pre-write by organizing ideas using strategies and tools such as technology to make a plan for writing that prioritizes ideas, addresses the main idea and follows a logical sequence. (LA.4.3.1.3)
- M.01.02 Write a draft by using a prewriting plan and include ample supporting details that show an understanding of facts and/or opinions. (LA.4.3.2.1)
- M.01.03 Create interesting leads through the use of quotations, questions, or descriptions. (LA.4.3.2.3)
- M.01.04 Revise and edit a draft for point of view and sentence variation, deleting extraneous or repetitious information; and use a variety of language techniques to express ideas such as imagery, simile, and metaphor. (LA.4.3.2.4)
- M.01.05 Publish a visually pleasing document utilizing elements of spacing and design to enhance the appearance of the document, and add graphics where appropriate. (LA.4.3.5.2)

M.02.00 **Language Conventions**

Anchor Standard:

Self-correct and edit written communication for correct spelling, capitalization, punctuation, and subject-verb agreement.

Competencies (Benchmarks):

- M.02.01 Edit spelling using print and/or electronic dictionary, thesaurus, or other resources. (LA.4.3.4.1)
- M.02.02 Capitalize proper nouns including titles, initials, and words used as someone's name such as Uncle Jim, Mom, Dad, and Jr. (LA.4.3.4.2)
- M.02.03 Use punctuation at the end of a sentence, apostrophes to show possessives, commas, colons, and quotation marks in dialogue. (LA.4.3.4.3)

M.03.00 **Grammatical Concepts and Rules**

Anchor Standard:

Use present and past verb tenses, noun-pronoun agreement, noun-verb agreement, subjective and objective pronouns, demonstrative pronouns, and conjunctions. (LA.4.3.4.5)

Competencies (Benchmarks):

- M.03.01 Differentiate the parts of speech such as nouns, pronouns, verbs, adverbs, adjectives, prepositions, conjunctions, interjections in texts.
- M.03.02 Distinguish present, past, and future tenses of regular and irregular verbs.
- M.03.03 Use irregular plural nouns, prefixes, and suffixes.
- M.03.04 Use nominative and objective cases.
- M.03.05 Identify phrases, independent and dependent clauses.
- M.03.06 Write complex sentences with subject-verb agreement and noun-pronoun agreement.
- M.03.07 Write paragraphs with transitional expressions

M.04.00 **Writing Applications**

Anchor Standard:

Develop and produce multi-paragraph compositions that demonstrate creative, informative, and persuasive writing.

Competencies (Benchmarks):

- M.04.01 Compose narratives with characters, setting, plot, sensory details, a logical sequence of events and a context to enable the reader to imagine the event or experience. (LA.4.4.1.1)
- M.04.02 Write a variety of expressive forms such as a short story, poetry, skit, and song lyrics that employ simile, metaphor, personification, rhythm, dialog, characterizations, and plot. (LA.4.4.1.2)
- M.04.03 Write informational/expository forms such as procedures, summaries, recipes, notes/messages, and how-to-do instructions. (LA.4.4.2.1)
- M.04.04 Write simple directions to familiar locations using cardinal directions, landmarks, and distances; and create an accompanying map. (LA.4.4.2.5)
- M.04.04 Write a variety of communications such as friendly letters, formal letters, messages, invitations, and thank-you notes that have a clearly stated purpose and include the date, proper salutation, body, closing, and signature. (LA.4.4.2.4)

- M.04.05 Write a persuasive text such as an essay or letter that establishes and develops a controlling idea, supporting arguments, and emotional appeal for the validity of the proposed opinion/idea; and provide detailed evidence. (LA.4.4.3.1)

M.05.00 Communicate Ideas and Information

Anchor Standard:

Demonstrate effective oral and written communication skills through legible penmanship, listening skills, and speaking strategies in a variety of situations.

Competencies (Benchmarks):

- M.05.01 Engage in the writing process to communicate ideas and experiences using legible penmanship and technology.
- M.05.02 Listen attentively to a speaker; take notes when needed, and ask questions to ensure accuracy of information.
- M.05.03 Participate and lead a group discussion.
- M.05.04 Describe effective job interviewing skills.

M.06.00 Technology and Media Literacy

Anchor Standard:

Select and use technology available to enhance communication and achieve a purpose such as publishing and presenting. (LA.5.6.1)

Competencies (Benchmarks):

- M.06.01 Use digital tools such as word processing, multimedia, web tools, and graphic organizers for publishing and presenting. (LA.5.6.4.2)
- M.06.02 Use computer directories to locate files.
- M.06.03 Retrieve and interpret information from a Website.
- M.06.04 Examine how ideas are presented in print and non-print media and identify logical reasoning and propaganda. (LA.5.6.3.1)
- M.06.05 Use a variety of print and electronic sources to gather information effectively.
- M.06.06 Recognize ethical practices such as copyrights and plagiarism. (LA.5.6.2.4)

Literacy Completion Point N

Level 6.0-8.9 (SS 524 - 559)

HIGH INTERMEDIATE BASIC EDUCATION

N.01.00 Writing Process

Anchor Standard:

Use a systematic process for collecting, processing, and presenting information. (LA.7.6.2.0)

Competencies (Benchmarks):

- N.01.01 Analyze language techniques of professional authors to enhance descriptive language and word choice such as point of view and establishing mood. (LA.6.3.3.10)
- N.01.02 Compare and contrast the writing strategies for reporting on a research topic.

- N.01.03 Select a topic for inquiry; formulate a search plan, and write a short informational report that includes a focused topic, appropriate facts, relevant details, a logical sequence, and a concluding statement. (LA.5.6.2.3)
- N.01.04 Use prewriting tools such as Venn Diagram, story map, plot pyramid, and outline. (LA.7.3.1.3)
- N.01.05 Write a draft expressing ideas through multiple language techniques such as foreshadowing, imagery, simile, metaphor, sensory language, connotation, and denotation. (LA.6.3.3.3)
- N.01.06 Revise by creating clarity and logic by rearranging paragraphs, adding transitional words, incorporating sources directly and indirectly, using appropriate generalizations, and connecting the conclusion to ending.

N.02.00 Language Conventions

Anchor Standard:

Apply advanced capitalization and punctuation rules to a variety of creative, informative, and persuasive writing pieces.

Competencies (Benchmarks):

- N.02.01 Edit for correct use of spelling rules, root words, suffixes, and prefixes.
- N.02.02 Capitalize major words in titles of books, plays, movies, television programs, regional names, and historical events. (LA.6.3.4.2)
- N.02.03 Punctuate complex sentences, appositives and appositive phrases, and quotations for cited sources. (LA.6.3.4.3)
- N.02.04 Edit for correct use of the eight parts of speech in complex sentences. (LA.6.3.4.4)

N.03.00 Grammatical Concepts and Rules

Anchor Standard:

Apply advanced grammatical rules to written compositions.

Competencies (Benchmarks):

- N.03.01 Use the nominative and objective cases of pronouns (she/her).
- N.03.02 Explore how the parts of a sentence create meaning in a sentence (phrases used as adverbs, subordination of independent clauses).
- N.03.03 Diagram sentences to identify nouns, verbs, adjectives, adverbs, direct objects, indirect objects, and their purpose in a sentence.

N.04.00 Writing Applications

Anchor Standard:

Develop and produce complex compositions that demonstrate creative, informative, and persuasive writing.

Competencies (Benchmarks):

- N.04.01 Compose narratives with an engaging plot that includes rising action, conflict, climax, falling action, and resolution; include a clearly described setting with figurative language and descriptive words or phrases to enhance style and tone. (LA.6.4.1.1)

- N.04.02 Write a variety of expressive forms such as a short play, historic fiction, limerick, poetry, skit, and song lyrics that employ simile, metaphor, personification, rhythm, dialogue, characterizations, and appropriate format. (LA.6.4.1.2)
- N.04.03 Write informational/expository forms such as procedures, summaries, assembly instructions, and observations. (LA.6.4.2.1)
- N.04.04 Write simple directions to unfamiliar locations using cardinal and ordinal directions, landmarks, distances, and create an accompanying map. (LA.6.4.2.5)
- N.04.05 Write a variety of informal communications such as friendly letters, messages, invitations, and thank-you notes; and formal communications, business letters, and invitations that follow a format and that have a clearly stated purpose; and include the date, proper salutation, body, closing, and signature. (LA.6.4.2.4)
- N.04.06 Write a persuasive text such as an advertisement, essay, speech, public service announcement that establishes and develops a controlling idea, supporting arguments, emotional appeal, hyperbole, appeal to authority, and celebrity endorsement. (LA.6.4.3.1)

N.05.00 Communicate Ideas and Information

Anchor Standard:

Apply advanced listening and speaking skills to communicate ideas and information.

Competencies (Benchmarks):

- N.05.01 Use effective listening strategies for informal and formal discussions, connecting to, and building on, the ideas of the previous speaker, respecting the viewpoints of others, and identifying bias or faulty logic. (LA.7.5.2.1)
- N.05.02 Analyze persuasive techniques in both formal and informal speech.

N.06.00 Technology and Media Literacy

Anchor Standard:

Use advanced technology to pre-write, draft, edit, revise, and publish written documents.

Competencies (Benchmarks):

- N.06.01 Use the computer and internet to research a topic and document sources used in research.
- N.06.02 Save documents to an external storage device such as a flash drive.
- N.06.03 Understand the impact of illegal and unethical practices such as libel, slander, copyright violation, and plagiarism in the use of mass media and digital sources.