

**Florida Department of Education  
Curriculum Framework**

**Program Title: Pre-General Educational Development Preparation**

**Program Type: Adult Education**

**Career Cluster: N/A**

<b>ADULT GENERAL EDUCATION</b>	
Program Number	99000120
CIP Number	1532010206
Grade Level	30,31
Standard Length	Recommended 900 hours
Teacher Certification	Bachelors or Higher

### **Purpose**

The purpose of these courses is to provide integrated educational experiences to prepare students for success by providing essential academic skills required for life and required to pass the Official GED Tests. This program provides language arts: writing and reading, mathematics, science, and social studies strands. Subject area strands are designed to enhance students' achievement in academic and workplace skills.

### **Program Structure**

The Pre-GED Courses can be delivered using a lock-step, open-entry/open-exit or modified managed enrollment format. The course is designed to be instructor directed using a combination of large group, small group and self-paced instruction and features the use of technology whenever possible. Pre-GED is divided into five LCPs, which may be taken individually or as an entire program. Since reading and technology are integral parts of each literacy completion point, strategies for application of each should be integrated into the lessons. Students enrolled in Pre-GED should be functioning at or above the sixth (6.0) level.

A variety of instructional strategies and resources, including cooperative learning and teacher-directed lessons which use many instructional aids to include, wherever possible, computers, videos, CD-ROMs, TV and distance learning are strongly encouraged. Modifications to the program are suggested whenever necessary to meet student needs.

The following table illustrates the program structure:

Course Number	Course Title	Length	Level
9900121	Pre-GED Language Arts, Writing	300	LCP A
9900122	Pre-GED Social Studies	100	LCP B
9900123	Pre-GED Science	100	LCP C
9900124	Pre-GED Language Arts, Reading	100	LCP D
9900125	Pre-GED Mathematics	300	LCP E
9900126	Pre-GED Comprehensive	900	LCP A-E

**Related Areas of Instruction:**

Study, Reference, and Test-taking Skills  
Personal and Career Planning  
Workforce Readiness Skills  
Basic Computer Literacy

**Special Notes:** Students earning literacy completion points (LCPs) in upper level ABE Mathematics, Reading, and Language (6.0-8.9) are precluded from earning corresponding LCPs in Pre-GED Language Arts, Writing, Pre-GED Language Arts, Reading or Pre-GED Mathematics.

**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.

**Career and Education Planning**

The following career development standards should be integrated into the Pre-General Educational Development framework. 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.

## **Standards**

After successfully completing appropriate coursework for the Pre-GED program, students will have gained knowledge and skills necessary to study more complex tasks in preparation for the GED 2002 tests series:

- 1.0 Demonstrate and apply language skills through writing and communicating ideas effectively.
- 2.0 Demonstrate and apply reading skills to social studies content and visuals/graphics to show knowledge and understanding of national and global issues across content areas of United States and world history, geography, civics and government, and economics.
- 3.0 Demonstrate the comprehension and application of scientific knowledge in the areas of life science, physical science, earth and space science, environmental science and health.
- 4.0 Demonstrate and apply reading skills, using various literary selections and a range of writings including prose, fiction (pre-1920 to present), non-fiction, poetry, drama, graphics, history, science, business, workplace, and community
- 5.0 Demonstrate skills in mathematical calculation, problem analysis, application of concepts and problem solving.
- 6.0 Demonstrate basic study, test taking and reference skills appropriate to the GED program
- 7.0 Demonstrate job acquisition/job retention skills.
- 8.0 Demonstrate basic computer literacy skills.

**Florida Department of Education  
Student Performance Standards**

**Program Title:** Pre-General Educational Development  
**Program Number:** 9900120  
**Course Title:** Pre-GED Prep Language Arts, Writing  
**Course Number:** 9900121

**Language Arts, Writing  
LCP A****01.0 Demonstrate and Apply Language Skills Through Writing and Communication Ideas Effectively**

- 01.01 Organize information before writing, using prewriting strategies such as brainstorming and graphic organizers, according to the type and purpose of writing.
- 01.02 Draft and revise writing that shows completeness, provides logical progression, has clarity of ideas, and applies basic rules of grammar usage including capitals, punctuation, and subject-verb agreement.
- 01.03 Use the writing process to generate, organize, connect, express, and evaluate ideas applying basic rules of sentence structure.
- 01.04 Produce a final document that has been edited and revised to include correct mechanics, word usage, effective sentences, and appropriate text divisions. )
- 01.05 Respond critically to various types of text, including “How-to” documents, informational mailings, memoranda, and letters.
- 01.06 Apply critical thinking and problem solving skills to analyze and respond to written work, including history, government, and science documents.
- 01.07 Select and use appropriate formats for writing, including persuasive and expository formats to develop cover letters, résumés, and communicate consumer concerns.
- 01.08 Write text, notes, comments, and observations that demonstrate comprehension of content.
- 01.09 Complete workplace and community documents, such as employment, credit, or housing applications and insurance forms or accident reports.
- 01.010 Write critical responses to logical, ethical, and emotional appeals in written and oral communication.
- 01.11 Select appropriate language and word choice in written selections according to intended audience, purpose, and occasion.
- 01.12 Recognize literary devices, including symbolism and foreshadowing, as an aid in the comprehension of literature.

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**Course Title:** Pre-GED Prep Social Studies  
**Course Number:** 9900122

**Pre-GED Prep Social Studies  
LCP B**

02.0 Demonstrate and Apply Reading Skills to Social Studies Content and Visual Graphics to Show Knowledge and Understanding of National and Global Issues Across Content Areas of United States and World History, Geography, Civics and Government, and Economics

- 02.01 Interpret and demonstrate comprehension of written and graphic information from United States History selections.
- 02.02 Interpret and demonstrate comprehension of written and graphic information from World History selections.
- 02.03 Interpret and demonstrate comprehension of written and graphic information from Civics and Government selections
- 02.04 Interpret and demonstrate comprehension of written and graphic information from Geography selections.
- 02.05 Interpret and demonstrate comprehension of written and graphic information from Economics selections.
- 02.06 Understand, analyze and interpret visuals/graphics such as political cartoons, graphs, diagrams, posters, maps, charts, tables, and videos.
- 02.07 Demonstrate an understanding of fundamental historical documents: Declaration of Independence, Federalist Papers, U.S. Constitution and landmark Supreme Court cases.
- 02.08 Understand and evaluate practical documents used by most adults such as; political/campaign materials, advertising, money management information (insurance, investments, credit, etc.), taxes, governmental information (local, state and national) and various business documents.
- 02.09 Identify contrasting points of view and compare interpretations of issues from a social studies selection.
- 02.10 Assess the adequacy and appropriateness of information to substantiate a generalization.
- 02.11 Evaluate the accuracy of information based on provided criteria, and distinguish fact from opinion in a social studies selection.
- 02.12 Identify a statement that accurately summarizes the main idea of a paragraph in a social studies selection.
- 02.13 Understand the result from a cause and effect relationship between events such as the effect of economic downturns on migration and immigration patterns.

- 02.14 Evaluate information in a selection to determine the role that differing points of view, values, beliefs, and convictions play in historical accounts.
- 02.15 Describe the legal and ethical rights and responsibilities of an employee, an employer, and a citizen.

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**Course Title:** Pre-GED Prep Science  
**Course Number:** 9900123

**Pre-GED Prep Science  
LCP C**

03.0 Demonstrate the Comprehension and Application of Scientific Knowledge in the Areas of Life Science, Physical Science, Earth and Space Science, Environmental Science and Health

- 03.01 Recognize methods, standards and ethics of scientific inquiry (including careful observation, accurate record keeping and the ability to replicate results), and describe these steps in systematic experimentation.
- 03.02 Describe properties of matter and understand basic principles of atomic theory.
- 03.03 Interpret scientific concepts through the application of comprehension skills and visual processing skills to physical science selections.
- 03.04 Understand the competitive, interdependent and cyclical nature of living things in the environment and the consequences of altering the equilibrium in ecosystems.
- 03.05 Apply the scientific method to reading material and graphics to predict possible outcomes and solve problems.
- 03.06 Understand, interpret and explain graphic models and stimuli such as diagrams, photographs, drawings, maps, graphs, charts and tables.
- 03.07 Recognize that energy interacts with matter; that energy may be changed in form; and that force and motion can be described and predicted.
- 03.08 Interpret scientific concepts through the application of comprehension skills and visual processing skills to life science selections.
- 03.09 Interpret scientific concepts through the application of comprehension skills and visual processing skills to environmental science selections.
- 03.10 Interpret scientific concepts through the application of comprehension skills and visual processing skills to earth and space science selections.
- 03.11 Use appropriate tools to conduct investigations, analyze evidence, and communicate scientific arguments.

**Florida Department of Education  
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**Program Title: Pre-General Educational Development**  
**Program Number: 9900120**  
**Course Title: Pre-GED Prep Language Arts Reading**  
**Course Number: 9900124**

**Pre-GED Prep Science  
LCP D**

04.0 Demonstrate and Apply Reading Skills, Using Various Selections and Writing Including Prose, Fiction (Pre-1920 to Present, Non-Fiction, Poetry, Drama, Business and Historical Documents)

- 04.01 Determine the main idea and identify relevant details, facts, and patterns of organization in fiction, non-fiction, poetry, workplace, and community documents.
- 04.02 Apply additional information to presented text, such as current events, diaries, biographies, historical, social, economic, ethical, and legal documents.
- 04.03 Analyze text organization to understand the presentation of ideas in materials, which illustrate cause and effect, compare and contrast, and relating events in chronological order.
- 04.04 Use background knowledge to make simple and complex predictions about content, purpose, and organization of a reading selection.
- 04.05 Synthesize and separate collected information into useful components using a variety of techniques, such as source cards, note cards, spreadsheets, and outlines.
- 04.06 Identify the author's purpose and/or point of view in text and use the information to construct meaning.
- 04.07 Recognize stereotypes, bias, and persuasion and propaganda techniques in print and non-print messages.
- 04.08 Check the validity of information, differentiate fact from opinion, and recognize how personal values influence conclusions.
- 04.09 Respond to a work of literature by interpreting selected phrases, sentences, or passages.
- 04.10 Ask questions and make comments and observations that reflect understanding and application of content, processes, and experiences.
- 04.11 Recognize language that shapes reactions, perceptions, and beliefs.
- 04.12 Use strategies to interpret graphs and clarify meaning, such as rereading, note taking, outlining, summarizing, and writing reports.
- 04.13 Use a variety of reference materials, such as glossaries, magazines, newspapers, journals, and computer manuals, to gather information.

04.14 Locate, organize and interpret written information for a variety of purposes, including classroom research, decision making, performing a school or real-world task, and to develop personal preferences in reading.

**Florida Department of Education  
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**Course Title:** Pre-GED Prep Mathematics  
**Course Number:** 9900125

**Pre-GED Prep Mathematics  
LCP E**

- 05.0 Demonstrate Skills in Mathematical Calculation, Problem Analysis, Application of Concepts and Problem-Solving
- 05.01 Add, subtract, multiply, and divide with whole numbers, common fractions, decimal fractions, and percents.
  - 05.02 Represent numbers in a variety of equivalent forms using integers, fractions, decimals, percents, exponents, and scientific notation.
  - 05.03 Compare the relative size of integers, fractions, ratios, decimals, percents, numbers with exponents, square roots, and numbers in scientific notation.
  - 05.04 Apply concepts of absolute value and perform operations with signed numbers.
  - 05.05 Calculate area, perimeter, volume, capacity, surface area, and mass and solve problems involving customary and metric measurements.
  - 05.06 Apply beginning principles of algebra including:-solving one-step algebraic equations, writing one-step equations from word problems, and using simple formulas.
  - 05.07 Collect, organize and display data in tables, charts, and graphs, describing any patterns and relationships in the data.
  - 05.08 Use measuring tools and other devices such as rulers, protractors, scales, meters and gauges to collect data.
  - 05.09 Plot graph of linear equations, identifying the slope, the x and y-intercepts, and parallel or perpendicular lines.
  - 05.10 Draw, identify, and analyze two- or three-dimensional shapes applying concepts of regularity, symmetry, congruence, and similarity.
  - 05.11 Find the mean, median, mode and range of a set of data in a real-life situation using a scientific calculator, when appropriate.
  - 05.12 Define and give examples of number properties, and apply the correct order of operations.
  - 05.13 Analyze and interpret the real-world data found in charts, graphs, and tables from newspapers or magazines.
  - 05.14 Choose appropriate methods of computing, such as mental mathematics, paper and pencil, or a scientific calculator to solve real-world problems.
  - 05.15 Recognize effects of operations on numbers and select the appropriate operation for solving a problem.
  - 05.16 Use alternative response formats for displaying numerical and graphic solutions in grids and plots.
  - 05.17 Use estimation to predict results of a calculation and check the reasonableness of the solution.
  - 05.18 Construct scale drawings and interpret diagrams and maps in real-life and workplace situations.

- 05.19 Determine the mathematical probability of an event, use the probability to make a prediction, and compare experimental results to the mathematical probability.
- 05.20 Identify flaws in statistical methods and data analysis including bias in sampling techniques, misinterpreting correlations, and use of misleading graphs.
- 5.21 Develop a personal or business budget, calculate the effect of deposits and withdrawals on a checking account balance, and complete a simple tax form.
- 05.22 Collect data, construct a scatter plot, and classify the correlations between variables.
- 05.23 Calculate investment benefits using simple and compound-interest formulas and appropriate technology.
- 05.24 Select appropriate units and instruments of measurement to achieve the degree of accuracy and precision required in a real-life or workplace situation.

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**Related Skills --** These skills are not required elements of the Official GED Tests; however, they are instrumental in enhancing an individual's workforce readiness.

**Study, Test-Taking, and Reference Skills**

06.0 Demonstrate Appropriate Basic Study, Test Taking and Reference Skills. The instruction in related skills is based on individual need and may include, but is not limited to, the following: The student will be able to

- 06.01 Locate and use a variety of resources and reference materials including newspapers, magazines, reference books and computer resources.
- 06.02 Construct and interpret different types of visual or graphic displays such as cartoons, pictures, graphs, charts, diagrams, maps and tables.
- 06.03 Develop and apply note-taking skills.
- 06.04 Develop and apply study skills.
- 06.05 Develop and apply logical thinking and time management to test taking.
- 06.06 Coordinate tasks and work assignments to develop team-building skills.
- 06.07 Demonstrate and apply appropriate time management.
- 06.08 Use alternate formats such as grids and plots to display solutions to problems.
- 06.09 Demonstrate the use of the scientific calculator to compute basic mathematical operations, square roots and powers with integers, fractions and decimals.

**Career Transition and Employability Skills**

07.0 Demonstrate Job Acquisition Job Retention Skills--The instruction in employability skills is based on individual need and may include, but is not limited to, the following: The student will be able to

- 07.01 Prepare workplace-related documents (i.e. employment application or personal data sheet).
- 07.02 Demonstrate appropriate interview skills.
- 07.03 Participate in a job search program in career related industry.
- 07.04 Identify examples and non-examples of professional conduct in the workplace.
- 07.05 Identify situations that demonstrate gender or cultural bias in social, academic and life situations.
- 07.06 Demonstrate real-life problem solving skills.

## **Basic Computer Literacy**

08.0     DEMONSTRATE BASIC COMPUTER LITERACY SKILLS--The instruction in computer literacy is based on individual need and may include, but is not limited to, the following:

- 08.01     Demonstrate ability to use a personal computer, including properly turning on and off the hardware components and using keyboards, pointing devices and other peripheral hardware devices.
- 08.02     Demonstrate the ability to properly use a software application, such as a word processor or a spreadsheet, for its designed purpose.
- 08.03     Demonstrate the ability to communicate using electronic mail and conduct an Internet search.