

# Contents

## Lessons

## Competencies

## Grammar

## SCANS

### Chapter

#### Personal Information

Lesson 1:  
My Name is Jessica  
Page 4

- Introduce self
- Identify countries and nationalities
- Complete a student registration form
- Ask and answer personal information questions
- Talk about current and past jobs
- Give personal information

- Present tense of *be*
- Questions with *be*
- *Be*: past tense
- Past *be* questions and short answers

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Social, cultural diversity
- Teaching others
- Acquiring and evaluating information
- Interpreting and communicating information

Lesson 2:  
Meet My Family  
Page 8

- Introduce family members and people you know
- Describe family members and people you know
- Describe height and weight in feet/pounds

- Adjectives
- Object pronouns

Lesson 3:  
First Day at Work  
Job: Computer Animator  
Page 12

- Ask and answer *Wh-* questions
- Talk about work schedules
- Talk about hobbies

- *Wh-* questions
- *Like* + infinitive

Chapter Review  
"New in Town"  
Page 17

- Read and write e-mails
- Complete a class information chart

### 2

#### Daily Activities

Lesson 1:  
What's She Doing?  
Page 24

- Identify household chores
- Discuss frequency of activities
- Use common "make" and "do" expressions
- Ask and answer questions about household chores

- Idioms: *make* vs. *do*
- Frequency words - word order

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Teamwork
- Systems
- Negotiating
- Acquiring and evaluating information

Lesson 2:  
Jessica's  
Neighborhood  
Page 28

- Read and understand a map
- Understand compass point directions
- Ask for and give directions
- Distinguish between current and habitual actions
- Interpret postal rates and services

- Simple present: habitual actions
- Verb tense review: present
- *Simple* vs. *present continuous*
- *Can*: ability
- *Could*: possibility; probability

Lesson 3:  
What Do You Do  
at Work?  
Job: Mail Carrier  
Page 33

- Interpret a postal delivery schedule
- Correlate weight to cost using ounces/pounds
- Identify common work activities

Chapter Review  
"Jessica's New  
Neighborhood"  
Page 38

- Write about your neighborhood
- Interview people about their jobs
- Talk about your "commute"

- Simple present: scheduled activities
- Non-action verbs

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### EFF

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### LAUSD

### Florida LCP-B

### Texas LCP-B

## Beginning

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Working together
- Respecting others
- Expressing sense of self
- Speaking so others can understand
- Listening actively

• **Lesson 1:** 0.1.2, 0.1.4, 0.2.1, 0.2.2

• **Lesson 2:** 0.1.2, 0.1.4, 1.1.4, 4.8.2

• **Lesson 3:** 0.2.3, 0.2.4, 4.4.3, 4.8.1, 7.4.1, 4.7.4, 4.8.2, 4.8.7

**Competencies:** 1, 2, 3, 4, 5, 6, 7a, 31a, 31a, 31b, 62b

**Grammar:** 1a, 1b, 5a, 19a, 20a, 20b, 27, 28b, 28c

• **Lesson 1:** 4.05.01, 4.05.02, 4.05.03, 4.12.04, 4.15.01, 4.15.03, 4.15.09, 4.16.02, 4.16.03, 4.16.04, 4.16.08

• **Lesson 2:** 4.05.01, 4.05.02, 4.05.03, 4.09.05, 4.12.04, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.16.01, 4.16.03, 4.16.04, 4.16.08

• **Lesson 3:** 4.02.02, 4.04.01, 4.05.01, 4.05.02, 4.05.03, 4.05.04, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.15.17, 4.16.03, 4.16.07, 4.16.08, 4.17.05

• **Lesson 1:** 22.01, 31.02, 33.07

• **Lesson 2:** 22.01, 31.01

• **Lesson 3:** 18.02, 19.01, 33.07

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Working together
- Working within the big picture
- Gathering, analyzing and using information
- Conveying ideas in writing
- Cooperating with others

• **Lesson 1:** 0.1.2, 0.2.4,

• **Lesson 2:** 0.1.2, 0.2.4, 1.1.3, 1.9.4, 2.2.1, 2.2.5

• **Lesson 3:** 0.1.3, 0.2.3, 1.1.4, 1.2.5, 2.4.2, 2.4.4, 4.8.1, 4.8.6, 7.4.1, 4.7.4

**Competencies:** 7a, 22, 23a, 23b, 23c, 24a, 24b, 24c, 25, 62

**Grammar:** 1c, 2a, 9, 10, 23f, 25, 27, 29

• **Lesson 1:** 4.05.02, 4.05.04, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.16.02, 4.16.03, 4.16.05, 4.16.08

• **Lesson 2:** 4.05.01, 4.09.01, 4.09.02, 4.09.03, 4.12.01, 4.12.02, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.16.02, 4.16.05, 4.16.06

• **Lesson 3:** 4.01.01, 4.01.02, 4.02.02, 4.05.01, 4.12.02, 4.15.01, 4.15.02, 4.15.03, 4.15.08, 4.15.09, 4.15.13, 4.15.16, 4.15.17, 4.16.02, 4.17.03

• **Lesson 1:** 28.02, 33.08

• **Lesson 2:** 30.02, 33.02

• **Lesson 3:** 26.01, 26.02

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### Chapter

### Food

Lesson 1:  
Thanksgiving Dinner  
Page 44

- Identify places in the kitchen
- Identify common Thanksgiving foods
- Distinguish between count and noncount nouns
- Contrast general and specific nouns
- Identify common beverages

- Nouns: count/noncount
- Quantifiers: *much / many / a lot / a little / a few / some / any*

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic Skills
- Creative thinking
- Decision making
- Acquiring and evaluating information
- Serving customers
- Allocating resources

Lesson 2:  
What Do We Need?  
Page 48

- Talk about future plans
- Plan and write a shopping list
- Read and understand ads and coupons
- Interpret food labels

- *A / an* or *some*
- Verbs with infinitives
- *Going to*: future plans

Lesson 3:  
What Would You Like?  
Job: Waitress  
Page 53

- Give and take restaurant orders

- *Like vs. would like*
- *Like + gerund* or infinitive
- *Would like + infinitive*

Chapter Review  
"Delicious"  
Page 57

- Compare foods from different countries
- Work together to plan a party

### Housing

Lesson 1:  
Is There a Swimming Pool?  
Page 64

- Identify and describe homes and furniture
- Read and interpret rental ads
- Compare home/apartment features

- *There is / was; there are / were*
- Word order
- Adjectives
- Comparative adjectives

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Creative thinking
- Decision making
- Interpreting and communicating information
- Negotiating
- Participating as a member of the team

Lesson 2:  
How Do You Like the Apartment?  
Page 68

- Talk about housing needs and wants
- Compare two apartments

- *Too*: excessive
- *Too / very*
- *As...as* comparisons

Lesson 3:  
Call the Manager  
Job: Apartment Manager  
Page 72

- Describe housing problems
- Call to ask about a rental ad
- Complain about a housing problem

- *Too* and *enough*

Chapter Review  
"Moving"  
Page 77

- Read and interpret a lease
- Work together to write a rental ad
- Negotiate a lease

### The Past

Lesson 1: How Was Your Day?  
Page 84

- Talk about past events
- Use common regular verbs in the past tense
- Ask and answer questions about past events

- Simple past: regular verbs
- Past time expressions

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Creative thinking
- Visualizing
- Negotiating
- Teaching others
- Teamwork

Lesson 2: Yesterday  
Page 88

- Memorize and use common irregular verbs in past tense
- Describe common recreational activities
- Describe a sequence of past events

- Simple past: irregular verbs
- *Simple present vs. simple past*
- Past tense questions

Lesson 3: What Did You Do on That Job?  
Job: Store Manager  
Page 92

- Talk about past job duties
- Interpret a time line
- Create a personal and professional time line

- *Ago* with simple past

Chapter Review  
"Jessica's Interesting Day"  
Page 97

- Write about your day
- Create a team story

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### EFF

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## Beginning

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Planning
- Creating and pursuing a vision
- Guiding others
- Advocating and influencing
- Listening actively
- Making decisions
- Using math to solve problems

• **Lesson 1:** 0.1.2, 1.3.8, 4.7.4, 4.8.1

• **Lesson 2:** 0.1.2, 0.1.3, 1.1.7, 1.2.1, 1.2.3, 1.2.5, 1.3.5, 1.5.1, 1.5.2, 1.6.1, 3.5.1

• **Lesson 3:** 0.1.3, 0.2.3, 1.5.2, 4.7.4, 4.8.1, 4.8.2, 4.8.6, 6.1.1, 7.4.1, 7.4.2

**Competencies:** 27, 32, 34, 35, 36

**Grammar:** 3, 14, 16b, 16d, 16e, 17a, 17e, 22a

• **Lesson 1:** 4.12.04, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.16.05, 4.16.07, 4.16.08

• **Lesson 2:** 4.05.02, 4.05.03, 4.05.04, 4.11.01, 4.11.02, 4.11.12, 4.15.01, 4.15.02, 4.15.09, 4.16.02, 4.16.04, 4.16.07, 4.16.08

• **Lesson 3:** 4.04.01, 4.05.03, 4.05.04, 4.08.02, 4.11.03, 4.15.01, 4.16.03, 4.15.09, 4.15.16, 4.15.17, 4.16.02, 4.16.08

• **Lesson 1:** 29.03, 33.09

• **Lesson 2:** 24.05, 28.01, 28.03

• **Lesson 3:** 33.07

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Gathering, analyzing and using information
- Working together
- Advocating and influencing
- Listening actively
- Reading with understanding
- Conveying ideas in writing
- Negotiating

• **Lesson 1:** 0.1.2, 1.4.1, 1.4.2, 4.7.4, 4.8.1

• **Lesson 2:** 0.1.4, 1.4.7, 7.2.3, 7.4.2

• **Lesson 3:** 0.1.3, 0.1.4, 0.2.3, 1.4.3, 1.4.5, 1.4.7, 4.8.1, 4.8.2, 7.4.1

**Competencies:** 32, 37, 38, 39, 62

**Grammar:** 20b, 20c, 21b, 23d

• **Lesson 1:** 4.11.07, 4.15.01, 4.15.02, 4.15.03, 4.15.05, 4.15.09, 4.16.02, 4.16.03, 4.16.04, 4.16.08, 4.17.02

• **Lesson 2:** 4.04.01, 4.05.02, 4.05.03, 4.05.04, 4.11.01, 4.15.02, 4.15.03, 4.15.09, 4.16.04, 4.16.05, 4.16.08

• **Lesson 3:** 4.01.01, 4.01.02, 4.04.01, 4.05.04, 4.11.01, 4.11.07, 4.11.08, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.15.16, 4.15.17, 4.16.03, 4.16.04, 4.16.05, 4.17.01, 4.17.02

• **Lesson 1:** 28.04, 33.03

• **Lesson 2:** 28.03

• **Lesson 3:** 28.04, 33.07

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Working together
- Providing leadership
- Guiding others
- Expressing sense of self
- Listening actively
- Conveying ideas in writing
- Cooperating with others
- Negotiating
- Reflecting and evaluating

• **Lesson 1:** 0.1.2, 0.1.4, 0.2.4, 4.7.4, 4.8.1, 7.4.1

• **Lesson 2:** 0.1.2, 0.2.4, 4.8.1, 7.4.1, 7.4.3

• **Lesson 3:** 0.2.3, 1.1.3, 4.8.1, 4.8.2, 4.8.3, 4.8.6, 7.4.1, 7.4.3

**Competencies:** 7a, 54a, 54c, 59a, 59b

**Grammar:** 5b, 5c, 23b, 27, 29

• **Lesson 1:** 4.02.02, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.16.02, 4.16.03, 4.16.05, 4.16.08, 4.17.04

• **Lesson 2:** 4.02.02, 4.05.04, 4.12.01, 4.15.01, 4.15.02, 4.15.03, 4.15.15, 4.16.02, 4.16.03

• **Lesson 3:** 4.01.01, 4.01.02, 4.01.03, 4.04.01, 4.05.01, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.15.16, 4.15.17, 4.16.02, 4.16.08, 4.17.04

• **Lesson 1:** 33.02

• **Lesson 2:** 33.02

• **Lesson 3:** 18.02, 32.06, 32.07

Lessons

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Chapter

Free Time

Lesson 1: How Was Your Vacation?  
Page 104

- Identify common American holidays
- Ask and answer questions about free time activities
- Offer, decline, and accept invitations

- *Go + gerunds*
- Combine sentences with *and* or *but*
- Past tense: short answers

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Creative thinking
- Visualizing
- Decision making
- Teaching others
- Teamwork
- Working with cultural diversity

Lesson 2: How Was the Weather?  
Page 108

- Write about a past vacation
- Talk about the weather
- Interpret a weather map

- *Be* past for weather
- Non-referential subject: *it*
- Short answers: *did* vs. *was / were*
- Past tense: negative

Lesson 3: I work at a Travel Agency  
Job: Travel Agent assistant  
Page 113

- Read and interpret travel ads
- Interpret transportation schedules
- Read and interpret a bar graph
- Create a bar graph

- Simple present for scheduled future events

Chapter Review: "Vacations"  
Page 117

- Work with a team to plan a vacation

Shopping

Lesson 1: Where Can I Find the Pots and Pans?  
Page 124

- Identify departments in a department store
- Ask for and give locations
- Read and interpret a bar graph
- Create a bar graph

- *Will / won't*: future predictions
- *Might / may*: future possibility

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Creative thinking
- Problem solving
- Serving customers
- Organizing and maintaining information
- Allocating human resources

Lesson 2: I Might Buy Earrings  
Page 128

- Write a story in the future tense
- Make predictions using *will* or *won't*
- Talk about future possibilities
- Use superlatives to rank people / things

- *Will*: contractions
- *Will* with *probably*
- Comparative adjectives: review
- Superlative adjectives

Lesson 3: Customer Service  
Job: Sales Clerk  
Page 132

- Describe product defects
- Return or exchange an item
- Compare ads

Chapter Review: Christmas Shopping  
Page 137

- Compute discounts using percentages
- Understand and fill out a credit card application

Health and Safety

Lesson 1: What's the Problem?  
Page 144

- Describe medical problems
- Identify parts of the face and body
- Describe common medical treatments

- *Be* vs. *do* questions: review

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Creative thinking
- Teamwork
- Teaching others
- Acquiring and evaluating information
- Interpreting and communicating information

Lesson 2: Safety Rules  
Page 148

- Understand common safety signs
- Give and respond to safety warnings

- *Must / must not / have to / not have to*

Lesson 3: Emergencies  
Job: Nurse  
Page 152

- Fill out an accident report
- Talk about medical history
- Fill out a medical history form
- Read and interpret prescription labels

- Past continuous: introduction
- Past continuous with *while*

Chapter Review: "Earthquake"  
Page 157

- Call in late for work
- Discuss common safety procedures

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## EFF

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### Beginning

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Working together
- Providing leadership
- Guiding others
- Seeking guidance and support
- Expressing sense of self
- Respecting others
- Creating and pursuing goals
- Speaking so others can understand

• **Lesson 1:** 0.1.2, 0.1.3, 0.2.4, 2.3.2, 2.7.1, 4.8.1

• **Lesson 2:** 0.1.4, 0.2.4, 1.1.5, 2.3.3, 4.8.1, 4.8.5, 4.8.6

• **Lesson 3:** 0.2.3, 1.1.3, 1.2.5, 2.2.4, 2.6.3, 4.8.1, 4.8.3, 7.4.1, 6.7.2

**Competencies:** 2, 7b, 9a, 9b, 9c, 62, 64, 26

**Grammar:** 5a, 21a, 26, 28a, 27, 29, 30a

• **Lesson 1:** 4.05.04, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.16.02, 4.16.03, 4.16.08

• **Lesson 2:** 4.13.01, 4.13.02, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.16.02, 4.16.07, 4.16.08

• **Lesson 3:** 4.04.01, 4.05.04, 4.09.03, 4.09.04, 4.11.01, 4.15.01, 4.15.02, 4.15.03, 4.15.16, 4.15.17, 4.16.02, 4.16.08, 4.17.02, 4.17.04

• **Lesson 1:** 22.01, 22.03, 26.01, 29.03

• **Lesson 2:** 30.01

• **Lesson 3:** 26.01, 26.02

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Working together
- Providing leadership
- Guiding others
- Seeking guidance and support
- Listening actively
- Observing critically
- Speaking so others can understand

• **Lesson 1:** 0.1.3, 1.1.3, 1.3.7, 2.2.1, 2.5.4, 4.8.1, 4.8.6, 6.7.2

• **Lesson 2:** 0.1.3, 4.7.4, 4.8.1, 4.8.6, 7.2.4, 7.4.1

• **Lesson 3:** 0.2.3, 1.2.1, 1.2.2, 1.2.3, 1.3.2, 1.3.3, 1.2.5, 1.6.3, 4.8.1, 4.8.3, 7.4.1

**Competencies:** 32, 33, 30, 62a, 62b

**Grammar:** 4, 15, 20c, 20d, 27

• **Lesson 1:** 4.05.04, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.16.02, 4.16.03, 4.16.08

• **Lesson 2:** 4.13.01, 4.13.02, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.16.02, 4.16.07, 4.16.08

• **Lesson 3:** 4.04.01, 4.05.04, 4.09.03, 4.09.04, 4.11.01, 4.15.01, 4.15.02, 4.15.03, 4.15.16, 4.15.17, 4.16.02, 4.16.08, 4.17.02, 4.17.04

• **Lesson 1:** 26.03, 32.07, 33.07

• **Lesson 2:** 33.07

• **Lesson 3:** 22.01, 28.03, 33.07

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Working together
- Providing leadership
- Guiding others
- Seeking guidance and support
- Listening actively
- Observing critically
- Negotiating
- Reading with understanding
- Conveying ideas in writing

• **Lesson 1:** 3.1.1, 3.1.2, 3.3.1, 7.4.1

• **Lesson 2:** 1.2.5, 3.3.2, 3.3.3, 4.8.1, 4.8.6

• **Lesson 3:** 0.2.3, 1.9.1, 2.2.2, 3.2.1, 3.4.1, 3.4.2, 4.3.1, 4.3.4, 4.6.2, 4.8.1, 4.8.2, 4.8.6, 7.4.1

**Competencies:** 10a, 10b, 11e, 41, 43, 44, 45a, 45b, 46, 47, 55a, 57, 62b

**Grammar:** 6a, 6b, 11b, 13, 28a, 29

• **Lesson 1:** 4.05.04, 4.09.02, 4.11.01, 4.11.09, 4.15.01, 4.15.02, 4.15.03, 4.15.06, 4.15.08, 4.15.13, 4.15.16, 4.16.02, 4.16.03, 4.16.08

• **Lesson 2:** 4.07.06, 4.09.01, 4.09.06, 4.10.01, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.16.02

• **Lesson 3:** 4.02.02, 4.02.03, 4.05.01, 4.16.03, 4.07.04, 4.07.07, 4.07.09, 4.10.01, 4.15.01, 4.15.02, 4.15.03, 4.15.13, 4.15.16, 4.15.17, 4.16.02, 4.16.08, 4.17.02

• **Lesson 1:** 24.01, 24.03, 24.04, 24.06

• **Lesson 2:** 19.01, 26.06, 27.02

• **Lesson 3:** 19.01, 24.02, 24.04

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### 9

#### On the Job

Lesson 1: Need Any Help?  
Page 164

- Ask for and offer help
- Accept and decline help
- Describe steps in a process

- *Can / can't*: ability
- Object pronouns after prepositions
- *Will*: offers to help
- Reflexive pronouns
- Indefinite pronouns: *someone / somebody, anyone / anybody, everyone / everybody, no one / nobody*

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Teamwork
- Teaching others
- Leadership
- Responsibility
- Sociability
- Monitoring and correcting performance

Lesson 2: Can We Talk?  
Page 168

- Request a schedule change
- Read and interpret performance evaluations

- Possessive pronouns
- *May / can*: permission
- *Will*: promises

Lesson 3: The Office Job: Office Assistant  
Page 172

- Give and take phone messages
- Ask for a favor
- Read and interpret a check stub

- *Would*: requests
- Adverbial clauses with *so* and *because*
- Phrasal verbs

Chapter Review: "Evaluations"  
Page 177

- Give and respond to criticism

### 10

#### A Better Job

Lesson 1: Skills and Abilities  
Page 184

- Talk about past jobs and job duties
- Describe skills and abilities
- Interpret "Help Wanted" ads

- Short answers: review
- *(be) able to*

**Many SCANS are practiced in this chapter, with a particular focus on:**

- Basic skills
- Teamwork
- Teaching others
- Organizing and maintaining information
- Responsibility
- Sociability
- Self-management
- Self-esteem
- Integrity

Lesson 2: Job Application Form  
Page 188

- Understand and fill out a job application form

- *Simple past vs. past continuous* review
- *When vs. while*
- Questions: review

Lesson 3: The Job Interview  
Job: Personnel Manager  
Page 192

- Describe personal strengths/ qualities
- Identify appropriate and inappropriate non-verbal behavior
- Discuss salary, benefits and working conditions

- Adjectives describing personality

Chapter Review "Changing Jobs"  
Page 197

- Ask and answer common job interview questions

#### Appendices

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## Beginning

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Working together
- Providing leadership
- Guiding others
- Seeking guidance and support
- Listening actively
- Observing critically
- Negotiating
- Reading with understanding
- Conveying ideas in writing

• **Lesson 1:** 0.1.2, 0.1.3, 0.1.4, 2.2.1, 4.4.1, 4.7.4, 4.8.1, 4.8.5, 4.8.4,

• **Lesson 2:** 2.2.1, 4.4.2, 4.4.3, 4.4.4, 4.8.1, 4.8.2, 4.8.3, 4.8.6, 7.5.1

• **Lesson 3:** 0.2.3, 4.1.6, 4.2.1, 4.6.1, 4.8.1, 7.4.1, 7.5.3

**Competencies:** 8a, 8b, 9a, 10a, 11e, 17a, 17b, 21, 55b, 56, 59b

**Grammar:** 9, 12, 13, 19b, 19c, 19d, 23a, 24

• **Lesson 1:** 4.02.04, 4.02.05, 4.04.01, 4.05.03, 4.05.04, 4.15.01, 4.15.02, 4.15.03, 4.15.13, 4.15.14, 4.16.01, 4.16.08

• **Lesson 2:** 4.02.05, 4.03.01, 4.03.02, 4.03.03, 4.03.04, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.16.01, 4.16.02, 4.16.07

• **Lesson 3:** 4.01.01, 4.01.02, 4.01.07, 4.02.02, 4.02.03, 4.02.05, 4.02.06, 4.03.01, 4.03.04, 4.04.01, 4.05.04, 4.06.02, 4.15.01, 4.15.02, 4.15.03, 4.15.16, 4.15.17, 4.16.01, 4.16.02, 4.16.08, 4.17.02

• **Lesson 1:** 19.02, 32.06

• **Lesson 2:** 20.02, 33.01

• **Lesson 3:** 19.02, 19.04, 23.02

**Many EFF skills are practiced in this chapter, with a particular focus on:**

- Working together
- Providing leadership
- Guiding others
- Seeking guidance and support
- Listening actively
- Speaking so others can understand
- Reading with understanding
- Observing critically
- Reflecting and evaluating
- Taking responsibility for learning

• **Lesson 1:** 4.1.3, 4.1.8, 4.7.4, 4.8.1, 4.8.2, 7.5.1

• **Lesson 2:** 0.1.4, 0.2.2, 4.1.2, 4.7.4, 4.8.1

• **Lesson 3:** 0.1.1, 0.2.1, 0.2.3, 4.1.5, 4.1.6, 4.2.1, 4.8.1, 7.4.1

**Competencies:** 5, 6, 9a, 9c, 51, 52a, 52b, 53, 54a, 54b, 54c, 59a

**Grammar:** 2a, 5a, 5b, 5c, 6a, 6b, 9, 14, 20a, 28a, 28c, 29

• **Lesson 1:** 4.01.01, 4.01.02, 4.01.03, 4.01.05, 4.01.06, 4.15.01, 4.15.02, 4.15.09, 4.16.02, 4.16.08

• **Lesson 2:** 4.01.01, 4.01.02, 4.01.03, 4.01.05, 4.15.01, 4.15.02, 4.15.03, 4.15.13, 4.16.02, 4.16.08

• **Lesson 3:** 4.01.01, 4.01.02, 4.01.04, 4.01.06, 4.02.01, 4.02.03, 4.02.04, 4.02.05, 4.03.04, 4.04.01, 4.05.01, 4.15.01, 4.15.02, 4.15.03, 4.15.09, 4.15.13, 4.15.16, 4.15.17, 4.16.04, 4.16.08, 4.17.05

• **Lesson 1:** 18.01, 18.02

• **Lesson 2:** 18.03

• **Lesson 3:** 18.02, 19.01, 33.07