

# Contents

## Lessons

## Competencies

## Grammar

## SCANS

### Chapter

### Nice To Meet You

Lesson 1:  
New Friends  
and Neighbors  
Page 4

- Ask and answer questions about life history
- Create a personal time line
- Interpret a time line
- Engage in small talk
- Talk about important life events
- Work together to rank important life events

- Verb tense review: simple present, simple past, present perfect, future
- Short answers: *do, have, be*

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

- Basic skills
- Interpret and communicate information
- Teamwork
- Sociability
- Creative thinking

Lesson 2:  
New Schools  
Page 8

- Communicate with school personnel
- Write a note to a teacher
- Fill out a school registration form
- Ask and answer personal information questions
- Interpret information about class schedules and requirements
- Understand rules and regulations

- Modals: *must, must not, may, may not, not have to, supposed to, allowed to*

Lesson 3:  
A New Job  
Page 12

- Read and interpret a work history time line
- Create a work history time line
- Ask and answer questions about work history
- Write a paragraph about past events in chronological order
- Write questions for classmates

- Present perfect vs. simple past
- Present perfect vs. simple present
- *Must*: logical conclusion
- *Could*: possibility

Review:  
A Difficult Decision  
Page 17

- Express opinions involving possibility, probability and logical conclusion
- Talk about childcare options
- Work together to write a chronological paragraph
- Express opinions regarding possibility and probability

### Love and Marriage

Lesson 1:  
Parenting  
Page 24

- Talk about past habitual behavior
- Compare past and present living situations
- Discuss cultural differences in parenting
- Express opinions
- Express agreement and disagreement

- *Used to / didn't use to*
- Gerunds as subjects

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

- Basic skills
- Acquire and evaluate information
- Teamwork
- Teaching others
- Sociability
- Creative thinking
- Decision making

Lesson 2:  
Dating  
Page 28

- Describe people using physical and personality adjectives
- Read and interpret personal ads
- Create a personal ad
- Discuss cultural differences in dating and marriage

- Parts of speech review: nouns, verbs, adjectives
- Personality adjectives
- Physical appearance adjectives
- Adjective clauses with *who*
- Gerunds after verb + preposition combinations

Lesson 3:  
A Resume  
Page 33

- Interpret a resume
- Understand resume objectives
- Create a resume
- Work together to create a resume for a classmate

- Gerunds after adjective + preposition combinations

Review:  
A Big Mistake?  
Page 37

## Contents

### EFF

### CASAS

### LAUSD

### Florida LCP-D

### Texas LCP-D

### Intermediate High

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

- Speaking so others can understand
- Cooperating with others
- Advocating and influencing
- Guiding others
- Making decisions
- Reflecting and evaluating

• **Lesson 1:** 0.1.2, 0.1.3, 0.1.4, 0.1.5, 0.2.1, 4.8.1, 4.8.5, 4.8.6, 7.2.6,

• **Lesson 2:** 0.1.2, 0.1.3, 0.2.2, 0.2.3, 4.4.1, 4.4.3, 4.6.3, 4.6.5, 4.8.1, 4.8.5, 4.8.6,

• **Lesson 3:** 0.1.2, 4.6.5, 4.8.1, 7.2.4, 7.3.2

**Competencies:** 1a, 1b, 3,5a, 5b, 7a, 7b, 7c, 7d, 9, 10a, 10b, 11a

**Grammar:** 1, 4, 7a, 7c, 9a, 9b, 10

• **Lesson 1:** 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 67.02

• **Lesson 2:** 65.01, 65.02, 66.01, 66.02, 66.06, 67.02, 67.06

• **Lesson 3:** 52.05, 56.01, 56.02, 56.03, 65.01, 65.02, 66.01, 66.02, 66.06, 67.02, 67.06, 68.02

• **Lesson 1:** 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 66.10, 66.15, 67.02

• **Lesson 2:** 53.04, 65.01, 65.02, 66.01, 66.02, 66.06, 66.13, 66.16, 67.02

• **Lesson 3:** 52.05, 56.01, 56.02, 56.03, 65.01, 65.02, 66.01, 66.02, 66.06, 66.07, 66.08, 66.10, 66.13, 66.15, 67.02, 68.02

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

- Speaking so others can understand
- Reflecting and evaluating
- Observing critically
- Cooperating with others
- Guiding others
- Making decisions

• **Lesson 1:** 0.1.2, 0.1.3, 0.2.1, 2.7.2, 2.7.3, 3.5.7, 4.8.1, 7.2.6, 7.5.1, 3.5.7

• **Lesson 2:** 0.1.2, 0.1.3, 4.8.1, 7.2.4, 7.5.1

• **Lesson 3:** 4.1.2, 4.6.5, 4.8.1, 4.8.2

**Competencies:** 1b, 5a, 5b, 6, 7c, 37

**Grammar:** 3, 12a, 12c, 22

• **Lesson 1:** 56.01, 56.02, 56.03, 65.02, 66.01, 66.02, 66.03, 67.02, 67.06

• **Lesson 2:** 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 67.01, 67.02, 67.06

• **Lesson 3:** 52.05, 56.01, 56.02, 56.03, 66.02, 66.06, 67.01, 67.02, 67.06, 68.02

• **Lesson 1:** 56.01, 56.02, 56.03, 65.02, 66.01, 66.02, 66.06, 66.15, 67.02

• **Lesson 2:** 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 66.15, 67.01, 67.02

• **Lesson 3:** 52.01, 52.03, 52.05, 56.01, 56.02, 56.03, 66.02, 66.06, 66.07, 66.10, 66.13, 66.15, 66.16, 67.02, 67.03, 68.02

Lessons

Competencies

Grammar

SCANS

Chapter

Family Economics

Lesson 1:  
Shopping  
Page 44

- Discuss ways to save money
- Make recommendations
- Ask and answer questions about shopping
- Interpret consumer advertising
- Ask for and give advice
- Use adjective clauses to describe products

- Present perfect continuous
- Present perfect vs. present perfect continuous
- Nonaction verbs
- Adjective clauses with *that*
- *Ought to / should*

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

- Basic skills
- Allocate money
- Interpret and communicate information
- Teamwork
- Teaching others
- Sociability
- Serving customers
- Negotiating to arrive at a decision
- Decision making

Lesson 2:  
Money  
Page 48

- Interpret banking information
- Ask about interest and service charges
- Interpret a credit card statement
- Complete a bank application
- Read and interpret a spreadsheet
- Create a monthly budget

- Review: questions
- Word order with questions

Lesson 3:  
Customer Service  
Page 52

- Guess meaning from context
- Make returns or exchanges
- Use polite language in a customer-related situation
- Identify misleading ads
- Express consumer complaints
- Write a letter of complaint
- Work together to create a monthly budget
- Discuss ways to improve credit scores

- Verbs that take gerunds

Review:  
Making Ends Meet  
Page 57

Lesson 1:  
The Neighborhood  
Page 64

- Identify and talk about places in the community
- Use infinitives to describe purpose or reason
- Use prepositions to describe location and direction
- Ask and answer questions about your community
- Work together to create a community information page

- Infinitives of purpose
- Prepositions of place
- Prepositions of direction
- Verbs that take infinitives

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

- Basic skills
- Acquire and evaluate information
- Teamwork
- Teaching others
- Sociability
- Exercise leadership
- Negotiating to arrive at a decision
- Creative thinking

The Community

Lesson 2:  
Problems and Services  
Page 68

- Use a street map to find locations
- Ask for and give directions
- Identify community resources appropriate for various problems
- Talk about your neighborhood
- Talk about things that make a good community
- Contrast and compare two neighborhoods

- Infinitives as subject after *It*
- Infinitives after adjectives

Lesson 3:  
A Formal Letter  
Page 72

- Write a formal letter of concern about a community issue
- Distinguish fact from opinion
- Suggest solutions to community problems
- Discuss child care options
- Work together to create an ideal community

- Verb + object + infinitive
- Result clauses after *so / such*
- Infinitives after *too* and *enough*

Review: The Ocean  
Avenue Child-Care  
Co-op  
Page 77

## Contents

### EFF

### CASAS

### LAUSD

### Florida LCP-D

### Texas LCP-D

### Intermediate High

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

- Speaking so others can understand
- Observing critically
- Cooperating with others
- Guiding others
- Advocating and influencing
- Negotiating
- Making decisions
- Planning
- Using math to solve problems and communicate

• **Lesson 1:** 0.1.2, 0.1.3, 4.6.5, 7.3.2

• **Lesson 2:** 1.3.2, 1.5.1, 1.8.1, 1.8.2, 1.8.3, 4.4.3, 4.5.5, 4.6.5, 4.8.1, 4.8.5, 4.8.6, 6.0.4, 6.1.1, 6.1.2

• **Lesson 3:** 1.2.1, 1.6.3, 4.8.1, 4.8.3, 4.8.4, 4.8.6, 7.2.4, 7.3.2, 7.3.4

**Competencies:** 3, 4, 5a, 7a, 7b, 7c, 7d, 8b, 8c, 9, 19, 20a, 20b, 21a, 44

**Grammar:** 1, 5, 7b, 12b, 22, 23

• **Lesson 1:** 56.01, 56.02, 56.03, 59.01, 67.01, 67.02, 67.06

• **Lesson 2:** 56.01, 56.02, 56.03, 59.01, 59.02, 59.03, 62.03

• **Lesson 3:** 56.01, 56.02, 56.03, 59.01, 59.02, 59.03, 62.04, 66.01, 66.02, 66.06, 67.02, 67.06, 68.03

• **Lesson 1:** 56.01, 56.02, 56.03, 59.01, 66.15, 67.01, 67.02

• **Lesson 2:** 56.01, 56.02, 56.03, 59.01, 59.02, 59.03, 59.04, 62.03, 66.08

• **Lesson 3:** 56.01, 56.02, 56.03, 59.01, 59.02, 59.03, 59.04, 62.02, 62.04, 66.01, 66.02, 66.03, 66.06, 66.07, 66.13, 66.15, 66.16, 67.02, 68.03

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

- Speaking so others can understand
- Listening actively
- Conveying ideas in writing
- Cooperating with others
- Guiding others
- Advocating and influencing
- Negotiating
- Making decisions
- Planning
- Reflecting and evaluating

• **Lesson 1:** 0.1.2, 0.1.3, 2.2.1, 4.8.1, 4.8.5

• **Lesson 2:** 0.1.2, 0.1.3, 1.1.3, 1.9.4, 2.2.1, 2.2.5, 2.5.1, 2.5.2, 4.7.3, 4.8.1, 4.8.5, 4.8.6, 5.6.1, 7.2.3, 7.2.6

• **Lesson 3:** 0.1.2, 0.2.3, 4.8.1, 7.2.4, 7.3.1, 7.3.2

**Competencies:** 4, 6, 7c, 8b, 8c, 9, 16a, 16b

**Grammar:** 13a, 13b, 13c, 14, 17

• **Lesson 1:** 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 67.02, 67.05, 67.06

• **Lesson 2:** 52.02, 56.01, 56.02, 60.02, 63.02, 66.01, 66.02, 66.06, 67.02, 67.06

• **Lesson 3:** 56.01, 56.02, 63.02, 64.03, 66.01, 66.02, 66.06, 67.01, 67.02, 68.03

• **Lesson 1:** 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 66.07, 66.15, 67.02, 67.03

• **Lesson 2:** 52.02, 56.01, 56.02, 60.02, 63.02, 66.01, 66.02, 66.03, 66.06, 66.08, 66.13, 66.15, 67.02

• **Lesson 3:** 56.01, 56.02, 63.02, 64.03, 66.01, 66.02, 66.06, 66.07, 66.08, 66.15, 66.16, 67.01, 67.02, 68.03

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## Lessons

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## Grammar

## SCANS

### Chapter

### People and Places

Lesson 1:  
Entertainment  
Page 84

- Compare entertainment options
- Express preferences
- Read and interpret movie ads
- Write a movie review
- Read the entertainment section of a newspaper

- Phrasal verbs
- Passive voice in the past tense
- Historical present tense
- *Would rather / prefer*
- *Why don't we . . .*

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

- Basic skills
- Acquire and evaluate information
- Teamwork
- Teaching others
- Sociability
- Negotiating to arrive at a decision
- Creative thinking
- Decision making
- Problem solving
- Work with cultural diversity

Lesson 2:  
Cultural Differences  
Page 88

- Describe cultural differences
- Compare customs of your native country to the U.S.
- Identify U.S. holidays
- Write about an important holiday in your native country
- Interview a classmate about his cultural traditions
- Locate classmates' native countries on a map
- Contrast and compare cultural traditions

- *Get used to*
- Past perfect tense
- Past perfect vs. present perfect

Lesson 3:  
Work Culture  
Page 92

- Understand cultural expectations regarding work
- Guess meaning from context
- Discuss ways to get along with co-workers
- Identify and use communication strategies: interrupt politely, disagree politely, ask for clarification, clarify, ask for help, offer to help, apologize, make a request, show appreciation, ask for an opinion, check for understanding, make a suggestion
- Understand and apply teamwork strategies
- Compare a "Top-down" and an "Employee-centered" workplace
- Summarize a story
- Choose an entertainment option

- Expressions with *get*

Review  
The Third Wheel  
Page 97

Lesson 1:  
Buy or Lease?  
Page 104

- Understand housing ads
- Evaluate a home for sale
- Use embedded, or indirect, questions
- Contrast and compare homes for sale
- Use the Internet to locate home for sale
- Understand the steps involved in buying a home
- Read and understand mortgage tables

- Embedded questions: *Can you tell me . . . ?*

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

- Basic skills
- Allocate money
- Acquire and evaluate information
- Interpret and communicate information
- Negotiate to arrive at a decision
- Creative thinking
- Decision making
- Problem solving
- Understand systems

Lesson 2:  
Rules and Bills  
Page 109

- Read and interpret housing rules and regulations
- Discuss landlord and tenant rights and responsibilities
- Read and interpret utility bills
- Respond to a disconnect notice
- Negotiate a rental agreement

- Passive voice in the present tense
- Passive modals

Lesson 3:  
Vocational Education  
Page 113

- Discuss different types of vocational education
- Understand a course description
- Identify and discuss long-term and short-term goals
- Listen for specific information over the telephone
- Choose a future educational plan

- Future necessity: *will have to . . .*
- Future ability: *will be able to . . .*

Review:  
Buying a Home  
Page 117



## Contents

### EFF

### CASAS

### LAUSD

### Florida LCP-D

### Texas LCP-D

### Intermediate High

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

- Speaking so others can understand
- Listening actively
- Cooperating with others
- Guiding others
- Advocating and influencing
- Negotiating
- Making decisions
- Reflecting and evaluating

• **Lesson 1:** 0.1.2, 0.1.3, 0.2.4, 1.2.1, 2.6.1, 4.8.1, 4.8.6, 7.2.6, 7.4.2

• **Lesson 2:** 0.1.2, 2.7.1, 2.7.2, 2.7.3, 2.7.4, 4.7.4, 4.8.1, 4.8.7, 7.2.2, 7.2.3

• **Lesson 3:** 0.1.2, 0.1.3, 0.1.4, 0.1.5, 4.4.1, 4.4.3, 4.6.1, 4.6.2, 4.6.3, 4.7.3, 4.8.1, 4.8.2, 4.8.6, 7.3.1, 7.3.2, 7.4.2

**Competencies:** 5a, 6, 7a, 7b, 7c, 7d, 8a, 8b, 8c, 8d, 18, 38a, 38b, 38c, 41, 44

**Grammar:** 6, 11b, 9a, 9b, 10c, 13

• **Lesson 1:** 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 67.02, 67.06

• **Lesson 2:** 56.01, 56.02, 63.01, 66.01, 66.02, 67.02, 67.06

• **Lesson 3:** 53.01, 54.02, 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 67.02, 67.06, 68.03

• **Lesson 1:** 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 66.07, 66.10, 66.13, 66.15, 67.02, 67.05

• **Lesson 2:** 56.01, 56.02, 56.04, 63.01, 66.01, 66.02, 66.08, 66.10, 66.15, 67.02

• **Lesson 3:** 53.01, 53.04, 54.02, 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 66.07, 66.08, 66.10, 66.13, 66.15, 67.02, 68.03

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

- Reading with understanding
- Speaking so others can understand
- Listening actively
- Cooperating with others
- Negotiating
- Making decisions
- Taking responsibility for learning
- Learning through research
- Using information and communications technology

• **Lesson 1:** 0.1.2, 1.4.1, 1.4.2, 1.4.6, 4.7.4, 4.8.1, 4.8.4, 4.8.6, 6.1.2, 6.1.5, 6.2.3, 6.5.1

• **Lesson 2:** 0.1.2, 0.1.3, 0.1.4, 1.4.3, 1.4.4, 1.4.5, 1.5.3, 4.8.3, 4.8.4, 4.8.5, 4.8.6, 7.2.6

• **Lesson 3:** 4.1.4, 4.4.5, 4.6.3, 4.8.1, 7.1.1, 7.1.2, 7.2.7

**Competencies:** 5a, 11a, 11b, 11c, 22, 23, 24, 42

**Grammar:** 11a, 11c, 20a, 20b,

• **Lesson 1:** 56.01, 56.02, 56.03, 59.01, 59.03, 62.01, 62.03, 66.01, 66.02, 66.06, 67.06

• **Lesson 2:** 56.01, 56.02, 56.03, 59.01, 62.01, 62.03, 66.01, 66.02, 66.06, 67.02, 67.06

• **Lesson 3:** 52.02, 53.01, 54.01, 54.02, 56.01, 56.02, 56.03, 62.03, 66.01, 66.02, 66.06, 66.19, 67.02, 67.06, 68.02, 68.03

• **Lesson 1:** 56.01, 56.02, 56.03, 59.01, 59.03, 62.01, 62.03, 66.01, 66.02, 66.03, 66.06, 66.07, 66.08, 66.15

• **Lesson 2:** 56.01, 56.02, 56.03, 59.01, 62.01, 62.03, 66.01, 66.02, 66.06, 66.08, 66.10, 66.15, 67.02, 67.05

• **Lesson 3:** 52.01, 52.02, 53.01, 54.01, 54.02, 54.03, 56.01, 56.02, 56.03, 62.03, 66.01, 66.02, 66.06, 66.07, 66.08, 66.10, 66.15, 66.16, 67.02, 67.05, 68.02, 68.03

# Contents

## Lessons

## Competencies

## Grammar

## SCANS

### Chapter

### Health and Safety

Lesson 1:  
Staying Healthy  
Page 124

- Distinguish healthy and unhealthy behavior
- Describe symptoms of an illness
- Discuss preventative health practices
- Identify principles of good nutrition
- Give health advice

- Reported speech with commands, advice and requests

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

- Basic skills
- Organize and maintain information
- Interpret and communicate information
- Teamwork
- Teaching others
- Problem solving
- Responsibility
- Sociability
- Self management

Lesson 2:  
The Doctor's Office  
Page 129

- Follow directions from a health professional
- Interpret medicine labels
- Complete a medical history form
- List health care services in your community
- Recognize problems related to drugs, alcohol and tobacco
- Recognize symptoms of common mental health problems
- Understand basic dental care
- Interpret a health insurance policy
- Distinguish between covered and non-covered procedures

- Future real conditional: expected result
- Conditional: present possibility

Lesson 3:  
Work and Play Safety  
Page 33

- Interpret employee handbooks regarding safety
- Identify procedures for avoiding accidents
- Describe unsafe working conditions
- Distinguish safety signs
- Interpret product safety labels
- Interpret an accident report
- Prepare for an emergency
- Respond appropriately to an emergency

- Past modals: *should have / shouldn't have*
- Past modals: *could have / couldn't have*

Review:  
Help!  
Page 137

### Work: Getting a Job

Lesson 1:  
Getting Hired  
Page 144

- Prepare for a job interview
- Make predictions
- Distinguish between future plans and predictions
- Interpret and compare letters of recommendation
- Understand the importance of work-related character traits
- Use character adjectives to describe your personal strengths
- Write a cover letter

- Future: *going to vs. will*
- Present continuous for future
- Character adjectives

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

- Basic skills
- Organize and maintain information
- Interpret and communicate information
- Teamwork
- Teaching others
- Decision making
- Reasoning
- Responsibility
- Sociability
- Self esteem
- Integrity

Lesson 2:  
The Interview  
Page 149

- Describe job duties
- Analyze and discuss non-verbal behavior
- Role play a job interview
- Ask and answer questions about work and educational background
- Talk about past activities
- Change negative answers to positive answers
- Contrast and compare candidates for a job
- Fill out a job application form

- Verb tense review

Lesson 3:  
Benefits  
Page 154

- Discuss job benefits like paid vacations and paid holidays
- Interpret information regarding employee benefits
- Rank various fringe benefits in terms of importance

- Participial adjectives

Review:  
I Got a Job!  
Page 157

## Contents

### EFF

### CASAS

### LAUSD

### Florida LCP-D

### Texas LCP-D

### Intermediate High

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

- Speaking so others can understand
- Listening actively
- Cooperating with others
- Guiding others
- Advocating and influencing
- Reflecting and evaluating

• **Lesson 1:** 0.1.2, 0.1.3, 3.5.2, 3.5.9

• **Lesson 2:** 2.5.3, 3.1.1, 3.1.3, 3.2.1, 3.2.3, 3.3.2, 3.4.5, 3.5.6, 4.8.1

• **Lesson 3:** 3.4.1, 3.4.2, 4.2.4, 4.3.1, 4.3.2, 4.3.3, 4.3.4, 4.6.2, 4.6.3, 4.8.1, 4.8.2, 4.8.5 7.2.4, 7.3.2

**Competencies:** 3, 7c, 8b, 8c, 12, 28, 29, 30a, 30b, 30c, 31, 32, 33

**Grammar:** 18a, 18b, 19a, 6a

• **Lesson 1:** 56.01, 56.02, 56.03, 58.01, 66.01, 66.02, 66.06, 67.02, 67.06

• **Lesson 2:** 56.01, 56.02, 56.03, 58.01, 58.02, 58.03, 58.04, 66.01, 66.02, 66.06, 67.02, 67.06

• **Lesson 3:** 53.05, 58.01, 58.02, 61.01, 66.01, 66.02, 66.03, 67.02, 67.06, 68.02

• **Lesson 1:** 56.01, 56.02, 56.03, 58.01, 66.01, 66.02, 66.06, 66.07, 66.08, 66.10, 66.11, 66.15, 67.02

• **Lesson 2:** 56.01, 56.02, 56.03, 58.01, 58.02, 58.03, 58.05, 58.06, 66.01, 66.02, 66.06, 66.08, 66.11, 66.13, 66.15, 67.02

• **Lesson 3:** 53.05, 58.01, 58.02, 61.01, 66.01, 66.02, 66.05, 66.06, 66.07, 66.08, 66.09, 66.10, 66.11, 66.15, 66.16, 67.02, 68.02

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

- Planning
- Speaking so others can understand
- Conveying ideas in writing
- Observing critically
- Cooperating with others
- Guiding others
- Advocating and influencing
- Reflecting and evaluating

• **Lesson 1:** 0.1.3, 0.1.4, 4.1.2, 4.1.3, 4.1.5, 4.1.7, 4.1.9, 4.4.1, 4.4.2, 4.6.2, 4.6.5, 4.8.1, 4.8.2, 4.8.3, 4.8.5, 7.1.1, 7.2.4

• **Lesson 2:** 0.1.1, 0.2.1, 0.2.2, 4.1.2, 4.1.5, 4.1.7, 4.4.1, 4.8.1, 4.8.2, 4.8.6, 7.2.4, 7.2.5, 7.2.6, 7.5.2

• **Lesson 3:** 4.2.1, 4.6.2, 4.8.1, 7.3.1, 7.3.2, 7.3.4

**Competencies:** 1b, 3, 4b, 7b, 8a, 34, 35a, 35b, 35c, 36, 38a, 38b, 40b, 41

**Grammar:** 2a, 2b, 4a, 4b, 4c, 5, 16, 17

• **Lesson 1:** 52.02, 52.04, 52.05, 56.01, 56.02, 56.03, 66.01, 66.02, 66.06, 67.01, 67.02, 67.06

• **Lesson 2:** 52.04, 52.05, 53.01, 56.01, 56.02, 66.01, 66.02, 66.06, 67.02, 67.06

• **Lesson 3:** 53.01, 66.01, 66.02, 66.06, 67.01, 67.02, 67.06, 68.03

• **Lesson 1:** 52.01, 52.02, 52.04, 52.05, 56.01, 56.02, 56.03, 66.01, 66.02, 66.05, 66.06, 66.07, 66.13, 66.15, 66.16, 67.01, 67.02

• **Lesson 2:** 52.03, 52.04, 52.05, 53.01, 56.01, 56.02, 66.01, 66.02, 66.05, 66.06, 66.07, 66.10, 66.15, 67.02

• **Lesson 3:** 53.01, 53.02, 56.04, 66.01, 66.02, 66.05, 66.06, 66.08, 66.15, 66.16, 67.01, 67.02, 68.03



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## Competencies

## Grammar

## SCANS

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

- Basic skills
- Organize and maintain information
- Interpret and communicate information
- Acquire and evaluate information
- Teamwork
- Teaching others
- Apply technology to a task
- Use computers to process information
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- Responsibility

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

- Basic skills
- Organize and maintain information
- Interpret and communicate information
- Teamwork
- Teaching others
- Understand systems
- Know how to learn
- Responsibility
- Integrity

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- Read and Interpret a W2 form
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### Intermediate High

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

- Reading with understanding
- Speaking so others can understand
- Cooperating with others
- Making decisions
- Taking responsibility for learning
- Learning through research
- Using information and communications technology

• **Lesson 1:** 4.4.3, 4.5.1, 4.6.1, 4.6.2, 4.6.3, 4.6.5, 4.7.4, 4.8.1, 4.8.3, 4.9.1, 7.2.1, 7.4.2

• **Lesson 2:** 0.1.2, 0.1.6, 4.4.3, 4.6.1, 4.7.4, 4.8.1, 4.8.3, 4.8.4, 7.2.1

• **Lesson 3:** 1.1.3, 4.2.4, 4.4.3, 4.4.4, 4.4.8, 4.5.6, 4.6.2, 4.6.3, 4.7.4, 4.8.1, 4.8.6, 6.7.2, 6.7.4, 7.2.1, 7.2.4, 7.3.1, 7.3.2, 7.5.1

**Competencies:** 4, 13, 15, 38a, 38b, 38c, 39a, 39b, 39c, 40c, 41, 43

**Grammar:** 8a, 19b, 19c, 25, 1, 20

• **Lesson 1:** 53.01, 55.01, 56.01, 56.02, 57.01, 59.01, 66.01, 66.02, 66.06, 67.02

• **Lesson 2:** 53.01, 55.01, 56.01, 56.02, 57.01, 59.01, 66.01, 66.02, 67.02, 67.06

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

- Reading with understanding
- Guiding others
- Taking responsibility for learning
- Learning through research
- Using math to solve problems

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• **Lesson 2:** 0.1.2, 0.1.3, 1.9.2, 4.2.1, 4.4.3, 4.6.5, 4.7.4, 4.8.1, 4.8.2, 4.8.3, 5.4.1, 5.4.3, 5.4.4, 5.6.3, 6.1.1, 6.1.2

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**Grammar:** 24, 18,

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• **Lesson 2:** 52.06, 56.01, 60.04, 66.04, 66.08, 66.10, 67.02, 68.03

• **Lesson 3:** 55.01, 56.01, 63.02, 63.04, 66.01, 66.02, 66.04, 66.06, 66.07, 66.08, 66.09, 66.10, 66.15, 67.01, 68.03