

CONTENTS

Theme	Unit and Page Number	EL Civics Competencies/ Life Skills	Grammar	Vocabulary
Basic Communication	PRE-UNIT Welcome <i>Page 2</i>	<ul style="list-style-type: none"> • Fill out an admission application • Identify learning strategies • Write about your goals 	<ul style="list-style-type: none"> • Information questions • Editing 	<ul style="list-style-type: none"> • Applications • Word families • Making goals • Parts of speech • Parts of a paragraph
	1 Balancing Your Life <i>Page 12</i>	<ul style="list-style-type: none"> • Compare past and present • Determine goals • Identify obstacles and give advice • Write about an important person • Identify and apply time management skills 	<ul style="list-style-type: none"> • <i>Used to</i> • Future tense using <i>will</i> • Modals: <i>could, should; Why don't you...? How about...?</i> • Adjective clauses 	<ul style="list-style-type: none"> • Goals • Time management
Consumer Economics	2 Personal Finance <i>Page 36</i>	<ul style="list-style-type: none"> • Calculate expenses • Identify ways to be a smart consumer • Interpret credit card and loan information • Analyze advertising techniques • Write a business letter 	<ul style="list-style-type: none"> • Contrary-to-fact conditionals • Passive voice: present tense 	<ul style="list-style-type: none"> • Budgeting • Making a purchase • Credit cards and loans • Parts of a business letter

Numeracy/ Academic Skills	CCRS	SCANS	CASAS
<ul style="list-style-type: none"> • Writing a paragraph • Comparing and contrasting • Setting goals • Using a bar graph 	RI5, RI7, W1, W4, W5, W7, W8, SL1, SL2, SL6, L4, L5	<p>Many SCAN and EFF skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> • Understanding systems • Decision making 	<p>1: 0.1.2; 0.1.4; 0.2.1; 0.2.2 2: 0.2.1; 7.2.6 3: 0.1.2, 0.1.6, 0.2.1, 7.1.1</p>
<ul style="list-style-type: none"> • Active reading • Focused listening • Writing a paragraph • Brainstorming • Using context clues • Using an outline • Comparing and contrasting • Reviewing 	RI1, RI2, RI3, RI4, RI7, RI8, W2, W3, W4, W5, W6, SL1, SL2, SL3, L1, L2, L3, L5	<p>Many SCAN and EFF skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> • Allocating time • Understanding systems • Applying technology to task • Responsibility • Self management • Writing • Decision making 	<p>1: 0.1.2, 0.2.4 2: 7.1.1, 7.1.2, 7.1.3, 7.2.5, 7.2.6 3: 7.1.1, 7.1.2, 7.1.3, 7.2.5, 7.2.6 4: 0.1.5, 7.4.1, 7.4.3, 7.4.5 5: 7.4.2 R: 7.2.1 TP: 4.8.1., 4.8.5., 4.8.6.</p>
<ul style="list-style-type: none"> • Comparing and contrasting • Writing a business letter • Active reading • Focused listening • Calculating budgets • Reviewing 	RI1, RI2, RI3, RI4, RI7, W1, W2, W4, W5, W6, W7, W9, SL1, SL2, SL4, L1, L2, L3, L5	<p>Many SCAN skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> • Responsibility • Participating as a member of a team • Acquiring and evaluating information • Organizing and maintaining information • Decision making 	

CONTENTS

Theme	Unit and Page Number	EL Civics Competencies/ Life Skills	Grammar	Vocabulary
Consumer Economics	3 Housing <i>Page 60</i>	<ul style="list-style-type: none"> • Interpret housing advertisements • Compare types of housing • Identify housing preferences • Identify the steps to buying a home • Interpret mortgage information 	<ul style="list-style-type: none"> • Comparative adjectives and questions • Superlative adjectives and questions • <i>Yes/No</i> questions • Information questions 	<ul style="list-style-type: none"> • Buying a home • Describing homes • Getting a loan
Community Resources	4 Community <i>Page 84</i>	<ul style="list-style-type: none"> • Locate community resources • Use the telephone • Give suggestions • Interpret a road map • Identify ways to volunteer in the community 	<ul style="list-style-type: none"> • Embedded questions • Imperatives 	<ul style="list-style-type: none"> • In the community • Using maps • Making and responding to suggestions
	VIDEO CHALLENGE		<i>Page 108</i>	Solar-Power and the Symbolic Nature of Communication
Health	5 Health <i>Page 112</i>	<ul style="list-style-type: none"> • Identify health habits • Describe symptoms • Interpret doctor's instructions • Interpret nutrition information • Complete a health insurance form 	<ul style="list-style-type: none"> • Present perfect simple • Present perfect continuous • <i>For</i> and <i>since</i> • Direct vs. Indirect speech 	<ul style="list-style-type: none"> • Health • Symptoms and illnesses • Types of Doctors • Nutrition • Health insurance

Numeracy/ Academic Skills	CCRS	SCANS	CASAS
<ul style="list-style-type: none"> • Pronunciation: Rising and Falling intonation • Active reading • Focused listening • Reading a bar graph • Sequencing • Writing about preferences • Summarizing a process • Comparing and contrasting • Using context clues • Reviewing 	RI1, RI2, RI3, RI4, RI6, W1, W2, W4, W5, W7, SL1, SL2, SL3, SL6, L1, L2, L3, L4	<p>Many SCAN skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> • Allocating money • Understanding systems • Monitoring and correcting performance • Interpreting and communicating information • Reading • Writing • Decision making 	<p>1: 1.4.1, 1.4.2 2: 1.4.2, 7.2.7 3: 1.4.4, 1.5.3 4: 1.5.1, 6.0.3, 6.0I.5, 6.1.1, 6.1.2 5: 1.4.7 R: 7.2.1 TP: 4.8.1, 4.8.5, 4.8.6.</p>
<ul style="list-style-type: none"> • Pronunciation: Eunciation and Intonation • Focused listening • Making inferences • Reviewing 	RI1, RI2, RI3, RI4, RI7, W2, W4, W5, W7, W8, SL1, SL2, SL3, SL4, L1, L2, L3, L5	<p>Many SCAN skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> • Understanding systems • Interpreting and communicating information • Writing • Decision making • Seeing things in the mind's eye 	<p>1: 0.1.2 2: 1.8.5, 2.5.6 3: 2.2.1, 2.2.5 4: 7.2.6 5: 7.2.2 R: 7.2.1 TP: 4.8.1, 4.8.5, 4.8.6</p>
<ul style="list-style-type: none"> • Focused listening • Active reading • Using a bar graph • Calculating percentages • Skimming • Reviewing 	RI1, RI2, RI3, RI4, RI7, RI10, W2, W4, W5, W7, SL1, SL2, SL3, SL4, L1, L2, L3, L5	<p>Many SCAN skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> • Understanding systems • Self management • Acquiring and evaluating information • Interpreting and communicating information 	<p>1: 3.1.1, 3.1.3, 3.2.1 2: 3.1.1 3: 3.4.2, 3.5.9 4: 3.5.1, 3.5.3, 3.5.5 3.5.9, 6.7.3 5: 3.5.9 R: 7.2.1 TP: 4.8.1, 4.8.5, 4.8.6.</p>

CONTENTS

Theme	Unit and Page Number	EL Civics Competencies/ Life Skills	Grammar	Vocabulary
Occupational Knowledge	6 Getting Hired <i>Page 136</i>	<ul style="list-style-type: none"> Identify skills and characteristics Conduct a job search Write a resume Write an e-mail Prepare for a job interview 	<ul style="list-style-type: none"> Simple present tense 	<ul style="list-style-type: none"> Job titles Job skills and characteristics Job applications
	7 On the Job <i>Page 160</i>	<ul style="list-style-type: none"> Identify different types of workplace behavior Identify workplace actions Communicate problems to a supervisor Make ethical decisions Ask for a raise 	<ul style="list-style-type: none"> Tag questions Passive voice vs. active voice 	<ul style="list-style-type: none"> Job conduct Jobs
Government and Law	8 Civic Responsibility <i>Page 184</i>	<ul style="list-style-type: none"> Interpret civic responsibilities Apply for a driver's license and respond to a jury summons Communicate opinions about a community problem Interpret the electoral process Write and give a speech 	<ul style="list-style-type: none"> Passive modals 	<ul style="list-style-type: none"> Civics Electoral process Political issues Sequencing: Transition words
VIDEO CHALLENGE		<i>Page 208</i>	Searching For Genghis Kahn	

Numeracy/ Academic Skills	CCRS	SCANS	CASAS
<ul style="list-style-type: none"> Active reading Focused listening Writing a resume Writing a cover letter Reviewing 	RI1, RI2, RI3, RI4, RI5, RI7, W2, W4, W5, W6, W7, W8, W9, SL1, SL2, SL3, SL4, SL6, L1, L2, L5	<p>Many SCAN skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> Self-esteem Sociability Acquiring and evaluating information Speaking Decision making 	<p>1: 4.1.8 2: 4.1.9 3: 4.1.3 4: 4.1.2 5: 4.1.5, 4.1.7 R: 7.2.1 TP: 4.8.1, 4.8.5, 4.8.6.</p>
<ul style="list-style-type: none"> Focused listening Active reading Reading a flowchart Writing a description of a situation Reviewing 	RI1, RI2, RI3, RI4, RI7, W1, W2, W3, W4, W5, W6, SL1, SL3, L1, L2	<p>Many SCAN skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> Understanding systems Participating as a member of a team Acquiring and evaluating information 	<p>1: 4.1.9, 4.4.1 2: 4.2.1, 4.4.3 3: 4.2.1 4: 4.3.3, 4.3.4, 4.5.1 5: 4.4.1, 4.6.1 R: 7.2.1 TP: 4.8.1, 4.8.5, 4.8.6</p>
<ul style="list-style-type: none"> Focused listening Active reading Writing a paragraph Writing a speech Reading a flowchart Writing a letter to a local official Reviewing 	RI1, RI4, RI7, W1, W2, W4, W5, W6, W9, SL1, SL2, SL3, SL4, L1, L2, L4, L5	<p>Many SCAN skills are incorporated in this unit with an emphasis on:</p> <ul style="list-style-type: none"> Listening Speaking Responsibility Self-esteem 	<p>1: 5.1.6 2: 5.1.4, 5.1.6 3: 5.1.4, 5.2.1 4: 5.5.7, 5.5.8 5: 5.1.6 R: 7.2.1 TP: 4.8.1, 4.8.5, 4.8.6.</p>

Appendices

Vocabulary List *Page 212*

Grammar Reference *Page 215*

Skills Index *Page 221*

Map of the United States *Page 224*

For other national and state specific standards, please visit: www.NGL.Cengage.com/SO3