Competency Area and Topic	Minimal Competencies	E /S/ R	Ventures 2 Student's Book (SB) and Workbook (WB)	Casas # Correlation
I. Personal	1. State full name, address and telephone number.	s	SB pg. 3	0.2.1
Information	2. Use ordinal numbers with dates, birth dates and addresses. (e.g., <i>She's coming on May 25<sup>th</sup></i> . <i>My birthday is December 18<sup>th</sup></i> .)	S	SB pg. 3	0.2.1
	3. Describe physical characteristics (height, weight, hair color, clothing, etc.).	s	SB pg. 6-9, 12-17 WB U.1	0.1.2
	4. Provide basic information about family members. (e.g., <i>My mom works at a market</i> .)	S	SB pg. 7, 12, 64 WB U.3	0.1.2
	5. Ask and answer personal information questions.	S	SB pg. 3, 7-17, 71-83 WB U.1, 6	0.2.1, 0.1.2
	6. Interpret and fill out simple personal information forms (e.g., school registration forms.)	S	SB pg.3 WB U.6	0.2.2
II. Social/	7. Engage in basic small talk about:			0.1.2, 0.2.4
Cultural Interaction	a. common activities related to home, school, or work. (e.g., <i>What time is the break?</i> )	S	SB pg. 8-13, 19-30, 33-43, 97-108, 11-121	
	b. states of being, the weather. (e.g., <i>I'm really tired. It's hot today</i> .)	S	SB pg. 49, 53, 62, 63, 81, 97, 102	
	8. Initiate and respond appropriately to simple requests.			0.1.3
	a. Make polite requests. (e.g., <i>Could you close the door, please</i> ?)	s	SB pg. 107, 114, 115, 117, 118, 120, 121, 124, 125, 134, 135	
	b. Ask for permission. (e.g., <i>Can/May I leave early?</i> )	S	SB pg. 107, 114, 115, 120, 121,	
	<ul><li>c. Excuse one self. (e.g., <i>Excuse me. I have to go now.</i>)</li><li>9. Initiate and respond appropriately to invitations and offers.</li></ul>	S	SB pg. 61	0.1.4
	a. Invite or offer politely. (e.g., <i>Would you like to go to the park? Would you like some coffee?</i> )	S	SB pg. 124, 125, 134, 135 WB U.10	
	b. Refuse politely with an excuse. (e.g., <i>I'm sorry, I can't go. I have to work.</i> )	S	SB pg. 115, 123, 125 WB U.9, 10	
	c. Accept an invitation or offer. (e.g., Thanks, I'd love to.)	S	SB pg. 114, 115, 123 WB U.9, 10	

	<ul> <li>10. Use language appropriately to interact in social situations.</li> <li>a. Apologize. (e.g., <i>I'm sorry</i>.)</li> <li>b. Express sympathy. (e.g., <i>I'm sorry to hear about your grandfather</i>.)</li> <li>c. Give and receive compliments. (e.g., <i>That's a nice sweater.</i>/</li> </ul>	S	SB pg. 115, 123, 125 WB U.9, 10 SB pg. 33	0.1.4
	<ul><li>Thank you.)</li><li>11. Use clarification strategies.</li><li>a. Ask for clarification by repeating with rising intonation.</li><li>(\$13.50)</li></ul>		Unit 5 SB pg 83	0.1.6
	<ul> <li>b. Ask for clarification by inserting question words. (<i>November what? Sarah who?</i>)</li> <li>c. Ask for clarification byrestating. (<i>Did you say apt. B?</i>)</li> <li>d. Request a definition. (e.g., <i>What does this word mean?</i>)</li> <li>e. Request additional information. (e.g., <i>How do you spell that?</i>)</li> </ul>	S	SB pg. 3, 5	
III. Community	12. Identify ESL teacher, principal and other school personnel.	S	SB pg. 18, 21, 22	0.1.2
A. School and the			WB U.2	
Classroom	13. Identify the structure of the American educational system		Ventures 1	
	(including pre-school, K-12, and post-secondary).		SB pg 65	0.1.0.055
	14. Ask and answer questions about class schedules, school and classroom locations and registration procedures.	S	SB pg. 3, 24, 26, 28 WB U. 2	0.1.2, 2.5.5
	15. Give and respond to classroom instructions.	S	SB pg. 19 WB U.2 All Units	0.1.5
	<ul><li>16. Communicate with school personnel.</li><li>a. Call school to report and absence.</li><li>b. Write a simple note to child's teacher regarding an absence.</li></ul>		Ventures 1 – SB pp 52-53	0.1.2, 2.5.5
B. Telephone	<ul> <li>17. Begin and end telephone conversations.</li> <li>a. Introduce self and ask for someone. (e.g., <i>Hi, this is Mrs. James. May I speak with</i>)</li> </ul>	s	SB pg. 33, 45, 111	0.1.4, 2.1.8
	b. Respond to a caller. (e.g., Just a moment. Let me see if he/she is here.)		SB pg 45	
	18. Respond to simple recorded telephone instructions.			2.1.7

	19. Interpret various telephone directory sections (white pages,		Ventures 1 – SB projects	2.1.1
	yellow pages, government pages, etc.) to find information.		4,5 and 6	2.1.1
	20. Call 911 to report an emergency.		Ventures 1 – SB Project 4	2.1.2
	21. Take a simple phone message.			2.1.7
C. Neighborhood/	22. Interpret simple schedules (recreation center, health clinic,	s	SB pg. 99	2.6.1, 2.6.2
City	TV guide).	-	WB U.8	,
5	23. Ask for and give simple directions to community locations.			2.2.1, 2.5.4
	a. Interpret simple written directions.		Ventures 1 – SB Unit 5	,
	b. Locate places on a map. (e.g., <i>It's between Colorado and</i>		Civics Worksheet #14	
	Broadway.)			
	c. Interpret compass directions (N, S, E, W) on a map.			
	24. Inquire about and respond to questions about postal			2.4.2, 2.4.4
	services.			
	a. Ask and answer questions about mailing packages.			
	b. Interpret postal notices.			
	c. Identify mailbox pick up times.	S		2.3.2
D. Time/Weather	25. Use days in a month to talk about scheduled events. (e.g.,		SB pg. 75, 100, 112, 113	1.1.5
	The Museum is open the first Friday of every month. There are		WB U.6, 8, 10	
	concerts in the park the third Thursday of every month.)			
	26. Interpret temperatures in Celsius and Fahrenheit.		SB pg 152	
IV. Consumer				
Economics				
A. Shopping	27. Compute the cost of several items and interpret the bill or	S	SB pg. 16, 94, 120	2.6.4
	receipt. (e.g., The total comes to \$6.95 plus tax.)		WB U.9	100
	28. Interpret and fillout a check.		Civics Worksheet #5	1.8.2
	29. Demonstrate understanding of ATM instructions.		Civics Worksheet #5	1.8.1
	30. Make simple requests about availability and location of	S	SB pg. 85	0.1.3, 1.3.9,
	items in a store. (e.g., <i>Where is the furniture department? Do</i>		WB U.7	8.1.4
	<ul><li><i>you have this in red?</i>)</li><li>31. Demonstrate understanding of the American system of</li></ul>			1.1.4, 6.6.4
	weights and measures, including abbreviations.			1.1.4, 0.0.4
	a. Identify pounds, ounces, and gallons.		Civics worksheet # 7	
	<ul><li>b. Identify terms for distance and height (inch, foot, yard, miles).</li></ul>		SB pg 152	
	b. Identify terms for distance and height (men, foot, yard, filles).		50 Pg 152	

	32. Interpret and compare basic information in simple	6	SB pg. 42, 87, 112, 113	1.2.1, 1.2.2
	advertisements.	S	WB U.3, 7, 8, 9	1.2.1, 1.2.2
	33. Describe problems with purchases and communicate the		Civics Worksheet #23	1.3.3, 1.6.3
	need to return or exchange items. (e.g., <i>These pants are too</i>		Civies worksheet #25	1.5.5, 1.0.5
	small. I'd like a refund please.)			
B. Food and	34. Identify and ask for typical containers and quantities of		Ventures 1 – SB pp 88,89,	1.1.7, 1.3.8
Meals	common foods. (e.g., <i>I need two large cans of tuna. I'd like a</i>		92,93, 94	1.1.7, 1.3.0
Wicais	dozen eggs.)		<i>72,75, 7</i>	
	35. Interpret basic information on food packaging and labels.			1.2.1, 1.6.1, 3.5.1
	36. Read and order from a simple menu.		Civics Worksheet #16	0.1.2, 1.3.8
C. Housing	37. Interpret signs and ads for rental units, including		Civics Worksheet # 8	1.4.2
C. HOusing	abbreviations (2 bd./1ba., See mgr.).			1.7.4
	38. Inquire about apartment and house rentals.			1.4.2, 0.1.2
	a. Describe features of a unit (furnished, unfurnished).		Civics Worksheet #8	1.1.2, 0.1.2
	b. Identify rent and deposit amounts.		Civics Worksheet #25	
	c. Inquire about regulations (e.g., <i>Are pets allowed?</i> )			
	d. Identify proximity to schools, public transportation, shopping,		Civics Worksheet # 8	
	etc.			
	39. Describe maintenance and repairs needed in a rental unit.	s	SB pg. 114-121	1.4.7
	(e.g., <i>The roof is leaking</i> .)		WB U.9	
V. Government	40. Identify requirements for becoming a naturalized citizen.			5.3.6
and Law	41. Identify simple highway and traffic signs/symbols.			1.9.1, 2.2.2
	42. Respond to police and security personnel commands and			5.5.6
	requests. (e.g., Freeze! May I see your driver's license and			
	insurance?)			
VI. Health and				
Safety				
A. Medical Care	43. Identify parts of the face and body (eyebrow, lips, ankles,		Ventures 1 – Unit 4	3.3.1
	wrist)			
	44. Make an appointment to see a doctor or dentist.		Ventures 1 – SB Lesson F	3.1.2
	45. Interpret simple medical history forms.	S	SB pg. 44-57	3.2.1
	a. Identify common symptoms (fever, runny nose, sore throat).		WB U.4	
	b. Identify common diseases or conditions (diabetes, high blood			

B. Safety	<ul> <li>pressure).</li> <li>46. Identify common prescription and non-prescription medications.</li> <li>47. Interpret simple medicine labels, including dosages. (e.g., <i>Take two tablets 3 times per day.</i>)</li> <li>48. Describe appropriate safety procedures for fires and earthquakes.</li> <li>49. Interpret simple warning labels on household products.</li> <li>50. Identify procedures for simple first aid and itemsin first aid kit.</li> </ul>	s s	SB pg 47,48 and 54 SB pg. 47, 54, 55 WB U.4 SB pg. 47, 50, 54 WB U.4 SB Project #4 pg 137	3.3.1, 3.3.3 3.3.2 3.4.2 3.4.1 4.1.3
VII. Occupational Knowledge	<ul> <li>51. Interpret help wanted ads and job announcements, including common abbreviations (e.g., <i>pt, ft, eves, mo, hr</i>).</li> <li>52. Fill out a simple job application form.</li> <li>a. Identify basic vocabulary.</li> <li>b. Provide appropriate information.</li> </ul>		Civics Worksheets #9 and 17 SB Project 8 pg 139	4.1.3 0.2.2, 4.1.2
	<ul> <li>53. Demonstrate appropriate information.</li> <li>53. Demonstrate appropriate non-verbal job interview behavior (firm handshake, proper attire, eye contact, etc.).</li> <li>54. Respond appropriately to job interview questions.</li> <li>a. Respond to personal information questions.</li> <li>b. State skills. (e.g., <i>I can use a cash register.</i>)</li> <li>c. Answer questions about work history.</li> </ul>		Civics Worksheet #17 All units Ventures 1 – SB Unit 8 SB pp 104-105	4.1.5 0. 2.1, 4.1.5 4.1.6, 4.1.7
	<ul> <li>c. Answer questions about work history.</li> <li>55. Demonstrate understanding of employee responsibilities.</li> <li>a. Call in sick/late.</li> <li>b. Describe a work schedule. (e.g., <i>I have Mondays off.</i>)</li> <li>c. Request a schedule change. (e.g., <i>Can I have next Tuesday off?</i>)</li> </ul>		SB pg 97	4.4.1, 4.4.3, 4.6.5
	<ul><li>56. Interpret a simple paycheck stub.</li><li>57. Interpret an employee accident report.</li></ul>	s	SB pg. 52, 53 WB U.4	4.2.1 4.3.4
VIII. Learning Skills	58. Find an item in an alphabetized list such as a dictionary, telephone list, etc.		Ventures 1 – Projects 4, 5 and 6	7.4.5

59. Order information.	S	SB pg. 24, 26, 27, 38, 40,	
a. Put events in chronological order.		41	
		WB U.2, 3	
b. Describe the steps in a process.		SB pp 38 and 53	
60. Identify major components of a computer.			4.5.1
61. Follow instructions for basic computer operations. (e	g.,	SB Projects 1,3,5,8 and 10	4.5.2
Press ENTER. Click on SEND.)			
62. Scan for specific information contained in forms and	charts. s	SB pg. 12, 38, 64, 76, 90,	7.4.1
a. Find or phrases without reading the whole chart or form	•	102	
b. Identify key words in comprehension questions about a	form		
or chart.			
63. Identify pronoun referents for nouns in a short readin	5	Ventures 1 – SB pg 64	
passage. (e.g., "She" refers to Maria.)			
64. Categorize words and word sets.		All units: Lesson D,	7.2.3
a. Define a word within its general category. (e.g., Winter	is a	picture dictionary	
season. The beach is a place.)			
b. Identify word sets which convey the same meaning from	n		
specific to general. (e.g., JanMar.=Winter=Season)			