Competency Area	Minimal Competencies	Ventures 4 Student's Book (SB)	CASAS#
and Topic		and Workbook (WB)	Correlations
I. Personal	1. Give information about self.		0.2.1
Information	a. Ask and answer questions about life events.	SB pg. 4, 7	
	b. Write a short paragraph about life and work history using	SB pg. 14, 15	
	chronological order.		
	2. Compare and contrast two family members.	SB pg. 7-10, 38-41	0.1.2, 7.2.3
		WB U.1, 3	
	3. Fill out authentic forms and applications.	Civics Worksheets #28, 38	0.2.2, 4.1.2
		Ventures 3 SB pg 54	
	4. Write personal and/or business letters using appropriate format		0.2.3
	and punctuation.		
	a. Write a personal letter to a friend.	Ventures 3 SB pg 66,67	
	b. Write a cover letter to apply for a job.	Ventures SB pg 104,105	
II. Social/Cultural	5. Engage in small talk on topics such as news events and leisure	SB Unit 10	0.1.2, 0.2.4
Interaction	activities.		
	6. Use language appropriately in class discussions and debates.		0.1.5, 4.8.1
	a. Express an opinion.	SB pg.7-11, 33, 71, 76-82	
	b. Express agreement/disagreement.	SB pg. 9, 71	
	c. Generate ideas and propose solutions to a current event problem.	SB pg. 45-57, 62, 64-66	
		WB U.4, 5	
	7. Interpret and compare cultural differences between the U.S. and	SB pg. 33, 38-41, 122-135	2.7.2, 4.8.7, 7.2.3
	other countries with respect to work, family, education and personal	WB U.3, 10	
	relations.		
	8. Initiate and respond appropriately in interpersonal interactions.		0.1.2, 0.1.3, 0.1.6
	a. Disagree politely.	SB pg 9	
	b. Interrupt politely.		
	c. Offer praise and encouragement.	SB pg 101,103	
	d. Solicit others'opinions.	SB All Units	
	9. Use language appropriately in interpersonal interactions.	SB pg. 126, 127, 130, 131, 134	0.1.4
	a. Express a hope.	WB U.10	
	b. Express a present wish.		
	c. Express sympathy.		

III. Community	10. Discuss and pursue educational options.		2.5.5, 4.1.4
	a. Investigate other programs within the schools.	SB pg. 19-23, 28, 30	,
A. School		WB U.2	
	b. Research vocational choices and programs.	SB pg. 28, 30	
		WB U.2	
	c. Determine prerequisites for higher education.	SB pg. 20, 23	
		WB U.2	
	11. Interpret a child's report card or progress report.	SB pg. 35	0.1.5, 2.5.5
B. The	12. Identify and obtain information about community facilities	SB pg. 59, 62	2.6.1, 2.6.3
Neighborhood	and/or services.		
	13. Access information about local community events from news	SB pg. 64	2.6.2
	media and other sources.		
IV. Consumer	14. Discuss car purchase choices for new or used cars.	Ventures 3 SB Unit 7	1.9.5
Economics	15. Demonstrate an understanding of how to obtain car insurance.		1.9.8
	16.Communicate with auto repair personnel about auto repairs	Ventures 2: Unit 3, Lesson A	1.9.6
A. Transportation	and/or maintenance.		
B. Consumer	17. Interpret and compare consumer information to make decisions		1.2.2, 1.2.2, 1.2.5
Awareness	about purchasing large items.		
	18. Analyze deceptive techniques used in advertising.		1.2.2, 1.6.2
C. Housing	19. Interpret and communicate household utility information.		1.4.4
	20. Identify landlord and tenant rights.	Civics Worksheet #32	1.4.5
V. Government	21. Use the telephone directory to locate government agencies.	Ventures 1: Projects 4 and 5	2.1.1, 2.5.2
and Law	22. Identify legal services and hotlines and explain their purposes.		5.3.2
	23. Interpret and discuss current events as they relate to national or		5.1.6, 5.5.1-5.5.8
	local government.		
	a. Listen to and demonstrate comprehension of a TV news		
	broadcast.		
	b. Read and demonstrate comprehension of a newspaper article.		
	24. Report a traffic accident to an insurance company or police.		5.3.7, 5.3.8
	a. Explain the sequence of the accident.		
	b. Write an accident report.		
	25. Obtain and use tax information.		5.4.1-5.4.4
	a. Interpret information about taxes, including income tax, sales tax,		

	etc.		
	b. Identify sources of information about tax rates, regulations, and		
	forms.		
	c. Read a W-2 form.		
	d. Fill out income tax forms.		
VI. Health and	26. Interpret and complete a medical history form.	Ventures 3 SB pg 54	3.2.1
Safety	27. Describe practices for lowering health risk factors.	SB pg. 45, 48-55, 57 WB U.4	3.5.8, 3.5.9
	28. Identify procedures for earthquake preparedness.		3.4.2
VII. Occupational	29. Identify and use sources of information about job training and	SB pg. 21-23, 26, 28	4.1.3, 4.1.8
Knowledge	job opportunities.	WB U.2	
	30. Use a word processor to create a chronological resume.		4.1.2
A. Job Search	31. Respond appropriately to job interview questions.	Civics Worksheet #39, SB Unit	4.1.5, 4.1.6, 4.1.7
	a. State job-related skills and abilities.	8	
	b. Describe previous work experience, including duties.		
	c. Describe personal strengths.		
B. On the Job	32. Report unsafe working conditions, injuries and accidents.	Ventures 2 Unit 4	4.3.4
	33. Use language appropriately to instruct.		4.6.1
	a. Give and follow multi-step instructions.		
	b. Monitor and correct performance.		
	34.Communicate effectively with supervisors.		4.6.1
	a. Give and respond to criticism.		
	b. Ask politely for a raise, promotion or transfer.	Ventures 2 Unit 8	
VIII. Learning	35. Propose and prioritize short-term learning goals.	SB pg. 5, 19-24, 26	7.1.1, 7.1.2, 7.1.3
and Academic		WB U.2	
Skills	36. Establish and maintain an organized notebook of classwork.		7.1.4
	37. Evaluate, correct and revise a writing assignment.	SB All Units	7.2.5
	38.Use reference materials such as dictionaries and encyclopedias.	SB pg. 13, 25, 39, 77, 103, 117, 129	7.4.5
	a. Locate information alphabetically.	Ventures 1 Project #4,5	
	b. Identify parts of speech in word definitions.	SB pg 25,39, 51	
	39. Identify and utilize devices or processes for remembering	SB pg. 25	7.4.3

information.		
40. Identify strategies for guessing the meaning of vocabulary from	SB pg. 64, 65, 129	7.2.2
context.		
41. Summarize a reading passage.	SB pg. 102, 103	7.4.2
a. Identify the topic sentence of a paragraph.	SB pg 14, 15	
b. State the main idea and supporting details from a reading.	SB All Units Lesson D	
42. Identify and utilize test-taking skills.		7.2.4, 7.4.1
a. Use the process of elimination on multiple choice questions.	SB All Units Lesson F	
b. Identify strategies for dealing with difficult questions: skip, guess,		
etc.		
c. Identify types of reading comprehension questions: specific		
information, main idea, inference, etc.		
d. Identify strategies for answering types of reading comprehension		
questions.		