

Strand	
<u>Concept</u>	<u>Learning Targets</u>
A. List, demonstrate and evaluate a variety of ways to communicate	1. <ul style="list-style-type: none"> • Write a thank you note using the correct format • Taking a message • Writing and sending a text or email • Writing letters and notes
Alignments CCSS: 9-10.W.4; 9-10.SL.6 Performance: 1.5, 1.6, 2.3 Knowledge: (CA) 5,6 NETS: 2a DOK: 2	
<u>Instructional Strategies</u> <ul style="list-style-type: none"> • Model with a variety of exemplar letters and notes • Shared writing to co-construct a variety of letters and notes • Role play taking or leaving a phone message for a variety of situations • Model how to take a message • Model how to write and send a text or email • Guided practice writing and sending emails or text 	
<u>Assessments/Evaluations</u> <ul style="list-style-type: none"> • Teacher observation • Teacher created quizzes • Students' examples of: <ul style="list-style-type: none"> • letters • notes • emails • text • message 	

Sample Assessment Questions

- Your boss asked you to stay late for a meeting, but you have a prior appointment, how do you respond correctly that you are unable to stay?

Instructional Resources/Tools

- Sample:
 - notes
 - emails
 - letters
- Phones

Literacy Connections

- Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience (Grade-specific expectations for writing types are defined in standards 1–3 above)
- Adapt speech to a variety of contexts and tasks, demonstrating command of formal English when indicated or appropriate (See grades 9–10 Language standards 1 and 3 here for specific expectations)

Cross Curricular Connections

- Vocational Work Skills
- Independent Living

Strand	
<p style="text-align: center;"><u>Concept</u></p> <p>B. Complete and update a variety of forms</p>	<p style="text-align: center;"><u>Learning Targets</u></p> <p>1.</p> <ul style="list-style-type: none"> • Complete a variety of forms for everyday life experiences • Fill out applications
<p>Alignments CCSS: 9-10.W.4; 9-10.RST.4 Performance: 1.8, 2.2 Knowledge: (CA) 1,4 NETS: N/A DOK: 2</p>	
<p style="text-align: center;"><u>Instructional Strategies</u></p> <ul style="list-style-type: none"> • Model with a variety of forms • Shared writing to co-construct a variety of applications and forms • Model how to fill out an application • Guided practice completing everyday life experience forms 	
<p style="text-align: center;"><u>Assessments/Evaluations</u></p> <ul style="list-style-type: none"> • Teacher observation • Teacher created quizzes • Completed student examples of applications and forms 	
<p style="text-align: center;"><u>Sample Assessment Questions</u></p> <ul style="list-style-type: none"> • When filling out applications or everyday forms, do you write in cursive or print? 	
<p style="text-align: center;"><u>Instructional Resources/Tools</u></p> <ul style="list-style-type: none"> • Forms • Applications 	

Literacy Connections

- Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience (Grade-specific expectations for writing types are defined in standards 1–3 above)
- Determine the meaning of symbols, key terms, and other domain-specific words and phrases as they are used in a specific scientific or technical context relevant to grades 9–10 texts and topics

Cross Curricular Connections

- Functional Government
- Vocational Work Skills

Strand	
<u>Concept</u>	<u>Learning Targets</u>
C. Demonstrate a variety of conversation techniques in a variety of situations	1. <ul style="list-style-type: none"> • Formal and informal conversations • Answering the phone or talking to a boss
Alignments CCSS: 9-10.SL.6 Performance: 2.1, 2.3 Knowledge: (CA) 1,6 NETS: N/A DOK: 3	
<u>Instructional Strategies</u> <ul style="list-style-type: none"> • Model with a variety of exemplar ways to answer the phone in appropriate ways • Role play ways to have informal or formal conversations 	
<u>Assessments/Evaluations</u> <ul style="list-style-type: none"> • Teacher observation • Teacher created quizzes • Student demonstration and performance 	
<u>Sample Assessment Questions</u> <ul style="list-style-type: none"> • What is the proper way to answer the phone, giving a variety of situations? 	
<u>Instructional Resources/Tools</u> <ul style="list-style-type: none"> • Example conversations • Phones 	
<u>Literacy Connections</u> <ul style="list-style-type: none"> • Adapt speech to a variety of contexts and tasks, demonstrating command of formal English when indicated or appropriate. (See grades 9-10 Language standards 1 and 3 here for specific expectations) 	

Cross Curricular Connections

- Career Connections
- Vocational Work Skills
- Independent Living

Strand	
<p style="text-align: center;"><u>Concept</u></p> <p>D. Demonstrate proper note, message, letter writing, email, and digital skills</p>	<p style="text-align: center;"><u>Learning Targets</u></p> <ol style="list-style-type: none"> 1. <ul style="list-style-type: none"> • Writing: <ul style="list-style-type: none"> • an email • a proper note • a message • letters • Accessing digital information (book share, cd rom)
<p>Alignments CCSS: 9-10.W.4; 9-10.SL.6 Performance: 1.8, 2.1 Knowledge: (CA) 4 NETS: 2a DOK: 2</p>	
<p style="text-align: center;"><u>Instructional Strategies</u></p> <ul style="list-style-type: none"> • Model how to: <ul style="list-style-type: none"> • take a message • write and send an email • Guided practice writing and sending emails • Shared writing to co-construct a variety of letters and notes • Model how to access digital information 	
<p style="text-align: center;"><u>Assessments/Evaluations</u></p> <ul style="list-style-type: none"> • Teacher observation • Teacher created quizzes • Students' examples of: <ul style="list-style-type: none"> • letters • notes • emails • messages • digital assessment 	

<p style="text-align: center;"><u>Sample Assessment Questions</u></p> <ul style="list-style-type: none"> • Write a proper greeting when writing a business letter
<p style="text-align: center;"><u>Instructional Resources/Tools</u></p> <ul style="list-style-type: none"> • Sample: <ul style="list-style-type: none"> • emails • notes • messages • letters • Computers
<p style="text-align: center;"><u>Literacy Connections</u></p> <ul style="list-style-type: none"> • Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience (Grade-specific expectations for writing types are defined in standards 1–3 above) • Adapt speech to a variety of contexts and tasks, demonstrating command of formal English when indicated or appropriate (See grades 9–10 Language standards 1 and 3 here for specific expectations)
<p style="text-align: center;"><u>Cross Curricular Connections</u></p> <ul style="list-style-type: none"> • Vocational Work Skills • Career Connections

Strand	
<p style="text-align: center;"><u>Concept</u></p> <p>E. Discuss and evaluate nonverbal behaviors/cues</p>	<p style="text-align: center;"><u>Learning Targets</u></p> <p>1.</p> <ul style="list-style-type: none"> • Understand and correctly demonstrate: <ul style="list-style-type: none"> • facial expressions • body language
<p>Alignments CCSS: N/A Performance: 1.5, 3.5 Knowledge: (CA) 5, 6 NETS: N/A DOK: 2</p>	
<p style="text-align: center;"><u>Instructional Strategies</u></p> <ul style="list-style-type: none"> • Model with a variety of exemplar ways to correctly demonstrate facial expression and body language • Role play 	
<p style="text-align: center;"><u>Assessments/Evaluations</u></p> <ul style="list-style-type: none"> • Teacher observation • Teacher created quizzes • Student demonstration and performance 	
<p style="text-align: center;"><u>Sample Assessment Questions</u></p> <ul style="list-style-type: none"> • Draw a picture of what someone would look like if they were angry 	
<p style="text-align: center;"><u>Instructional Resources/Tools</u></p> <ul style="list-style-type: none"> • Example conversations 	
<p style="text-align: center;"><u>Literacy Connections</u></p> <ul style="list-style-type: none"> • N/A 	
<p style="text-align: center;"><u>Cross Curricular Connections</u></p> <ul style="list-style-type: none"> • Independent Living 	