

LANGUAGE ARTS

Level 6.0 - 8.9 • (Intermediate High Basic Education)

Literacy Completion Point N

Student: _____	ID #: _____	Entry Date: _____
Institution: _____	Date Achieved: _____	
Site: _____	Instructor(s): _____	

Program Number: 9900000
 Course Number: 9900003
 CIP Number: 1532.010200

PLEASE CHECK CORRESPONDING BOX AS EACH STANDARD IS ACHIEVED.

STANDARD 25

Compose structurally and grammatically correct sentences and paragraphs

Date: _____ Instructor: _____

The student will be able to:

- 25.01 Sustain a consistent point of view throughout a multiple paragraph text.
- 25.02 Develop appropriate tense use throughout a multiple paragraph text.
- 25.03 Create paragraph divisions in an extended text and mark them through indentation.
- 25.04 Write paragraphs with stated or implied topic sentences.
- 25.05 Write paragraphs with clear connections between all sentences.
- 25.06 Write paragraphs with transition sentences.
- 25.07 Appropriately use all forms of punctuation and capitalization.
- 25.08 Construct agreement between subjects and verbs in all types of sentence structures and lengths.
- 25.09 Consistently use the correct forms of irregular verbs.
- 25.10 Correctly apply the singular and plural forms of nouns.
- 25.11 Correctly use the nominative and objective cases of pronouns, e.g., she/her.
- 25.12 Write a variety of sentence types.
- 25.13 Identify passive voice, e.g., Passive = The man was bitten by the dog; Active = The dog bit the man.

STANDARD 26

Demonstrate an understanding of the functions of the parts of speech

Date: _____ Instructor: _____

The student will be able to:

- 26.01 Identify all parts of speech; including, nouns, verbs, adjectives, adverbs, conjunctions, prepositions, interjections, and verbals (verbs used as nouns, adjectives or adverbs; such as, infinitives, participles, and gerunds).
- 26.02 Identify how parts of speech work in a particular sentence, e.g., noun used as an object instead of a subject.
- 26.03 Identify parts of the sentence; including, a complete and simple subject and a complete and simple predicate.
- 26.04 Explore how the parts of a sentence create meaning in a sentence, e.g., phrases used as adverbs and subordination of dependent clauses.

STANDARD 27

Effectively communicate ideas and information through the writing process

Date: _____ Instructor: _____

The student will be able to:

- 27.01 Brainstorm ideas in writing.
- 27.02 Organize information before writing.
- 27.03 Draft and revise all types of writing so that it
 - is focused and purposeful;
 - conveys a sense of completeness and is focused on a central idea;
 - has an organizational pattern that provides for a logical progression of ideas and includes a beginning, middle, and ending;
 - demonstrates continuity of purpose, style, voice, and tense.
- 27.04 Edit writing to produce final documents that are grammatically correct.
- 27.05 Understand the difference between plagiarism and student-generated text.
- 27.06 Create a bibliography.

Continued on back

STANDARD 28

- Write to communicate ideas effectively in a variety of content areas

Date: _____ Instructor: _____

The student will be able to:

- 28.01 Write narrative answers to a variety of content area questions.
- 28.02 Use the writing process to generate text about social studies, science, and/or literature, e.g., reports and critiques.

STANDARD 29

- Use the computer to enhance personal learning and performance

Date: _____ Instructor: _____

The student will be able to:

- 29.01 Create documents using a word processing program.
- 29.02 Save documents to a disk.
- 29.03 Use computer skills for research.
- 29.04 Demonstrate keyboarding skills necessary for increased productivity.

Administrator: _____ Instructor: _____

Signatures verify achievement of LITERACY COMPLETION POINT N Effective: ____ / ____ / ____