

LANGUAGE

Level 4.0 - 5.9 • (Intermediate Literacy)

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

PLEASE CHECK CORRESPONDING BOX AS EACH STANDARD IS ACHIEVED.

STANDARD 17

The student applies rules of capitalization.

Date: _____ Instructor: _____

Benchmarks:

- 17.1 Capitalizing proper nouns including days of the week, months of the year, countries, states, rivers, and continents;
- 17.2 Capitalizing titles of books, magazines, poems, songs, television shows, and movies.

STANDARD 18

The student applies rules of punctuation.

Date: _____ Instructor: _____

Benchmarks:

- 18.1 Using a comma before the conjunction in compound sentences in some cases;
- 18.2 Using an apostrophe to show the possessive noun.

STANDARD 19

The student demonstrates competency in spelling.

Date: _____ Instructor: _____

Benchmarks:

- 19.1 Spelling months of the year, days of the week, and numbers from one to one hundred twenty-one;
- 19.2 Spelling 98% of the words on the Dolch list, levels preprimer through third grade;
- 19.3 Using a dictionary to spell words having phonetically regular beginnings;
- 19.4 Applying rules for adding common prefixes and suffixes.

STANDARD 20

The student observes conventions of editing.

Date: _____ Instructor: _____

Benchmarks:

- 20.1 Finding and correcting spelling errors, including homonyms;
- 20.2 Finding and correcting punctuation and capitalization errors.

STANDARD 21

The student applies structural and grammatical rules of writing.

Date: _____ Instructor: _____

Benchmarks:

- 21.1 Identifying the complete subject and complete predicate of a statement;
- 21.2 Identifying the complete subject and complete predicate of a question;
- 21.3 Identifying the simple subject of a statement and a question;
- 21.4 Identifying compound subjects and predicates;
- 21.5 Identifying commands with an understood subject;
- 21.6 Identifying verbs in the context of simple and compound sentences;
- 21.7 Identifying passive voice (for example: Passive = The man was bitten by the dog, Active = The dog bit the man);
- 21.8 Identifying pronouns, adjectives, adverbs, conjunctions, prepositions, and interjections in texts;
- 21.9 Writing the appropriate forms of common regular and irregular verbs;
- 21.10 Distinguishing present tenses, past tenses, and future tenses of common verbs;
- 21.11 Using nominative and objective cases correctly;
- 21.12 Identifying phrases, independent clauses and dependent clauses;
- 21.13 Writing correctly worded and punctuated complex sentences;
- 21.14 Recognizing and creating logical paragraph breaks in writing;
- 21.15 Indenting paragraphs.

STANDARD 22

The student communicates ideas and information through the writing process.

Date: _____ Instructor: _____

Benchmarks:

- 22.1 Preparing for writing by brainstorming verbally and in writing, focusing on a central idea found in the brainstorming, generating and organizing ideas related to the central focus, and identifying the specific purpose for the writing;
- 22.2 Demonstrating a logical organizational pattern which includes a beginning, middle, and ending;
- 22.3 Using familiar words, supporting details, and transitional devices;
- 22.4 Drafting, revising, and editing writing for a variety of occasions, audiences, and purposes in a variety of content areas.

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STANDARD 23

The student uses speaking strategies effectively.

Date: _____ Instructor: _____

Benchmarks:

- 23.1 Speaking clearly at an understandable rate and using appropriate volume;
- 23.2 Participating as a contributor and occasionally acting as a leader in a group discussion;
- 23.3 Organizing a speech using a basic beginning, middle, and ending.

STANDARD 24

THIS STANDARD IS OPTIONAL AS COMPUTER TECHNOLOGY IS NOT PROVIDED FOR EVERY STUDENT. HOWEVER, IT IS STRONGLY RECOMMENDED THAT STUDENTS WITH ACCESS TO COMPUTER TECHNOLOGY COMPLETE STANDARD 24 DURING WORK ON LEVEL 4.0 – 5.9. Please Note: THE TEACHER'S RESOURCE GUIDE OFFERS LESSON PLANS ENABLING INSTRUCTORS TO INTRODUCE STUDENTS TO TECHNOLOGY WITHOUT A COMPUTER IN THE CLASSROOM.

The student performs computer activities.

Date: _____ Instructor: _____

Benchmarks:

- 24.1 Demonstrating the steps necessary to boot up a computer system (i.e., DOS, Windows, Macintosh);
- 24.2 Utilizing computer directories to locate files;
- 24.3 Creating and saving documents using a word processing program;
- 24.4 Keyboarding material from handwritten copy;
- 24.5 Demonstrating proper keyboarding techniques while using an instructional program;
- 24.6 Retrieving, interpreting, and recording computerized information (for example: finding and printing information from a web site);
- 24.7 Demonstrating good housekeeping skills at a computer workstation.

LITERACY COMPLETION POINT M