

Florida Department of Education
CURRICULUM FRAMEWORK

Program Title: General Educational Development (GED) Preparation
Program Type: Adult Education
Program Number: 9900020

Course Title:	Course Number:
Language Arts, Writing	9900021
Social Studies	9900022
Science	9900023
Language Arts, Reading	9900024
Mathematics	9900025
Comprehensive	9900026

CIP Number: 1532.010201
Grade Level: 30, 31
Length: 900 Hours
Certification: Any Field
 Any Academic Coverage
 Any Field when Certification Reflects Bachelor or Higher

- I. **PURPOSE:** The purpose of this program is to prepare students for academic and personal success through obtaining the necessary skills required to pass the Official GED Test and be awarded a State of Florida High School Diploma. This program strives to motivate students not only to obtain a GED, but also to utilize the acquired skills in the workforce and to achieve career and vocational training and job placement success.

This program is composed of the following:

- A. Areas of Academic Instruction
- | | | | |
|----------|------------------------|---------|---------|
| GED Prep | Language Arts, Writing | 9900021 | LCP A |
| GED Prep | Social Studies | 9900022 | LCP B |
| GED Prep | Science | 9900023 | LCP C |
| GED Prep | Language Arts, Reading | 9900024 | LCP D |
| GED Prep | Mathematics | 9900025 | LCP E |
| GED Prep | Comprehensive | 9900026 | LCP A-E |
- B. Related Areas of Instruction
 Study, Reference and Test-Taking Skills
 Workforce Readiness Skills
 Basic Computer Literacy

- II. **PROGRAM STRUCTURE:** The GED program is non-graded and characterized by open-entry/open-exit, self-paced instructional modules, flexible schedules, and performance-based evaluation. The program is divided into five literacy completion points (LCPs), which may be taken individually or as an entire program. Reading and technology are integral parts of each literacy completion point and are integrated into the curriculum. It is highly recommended that a student be functioning at or above a 9.0 grade level.

A variety of resources including computers, tape recorders, cassette players, CD-ROMS, interactive videos, and GED TV with assignments may be used in GED courses. Modifications to equipment, adaptations to

curricula, or special accommodations may be required based on student need.

The program framework is correlated to the achievement levels of the Sunshine State Standards using the format: subject, strand, standard, level, and benchmark. Level 4 corresponds to grades 9-12. An example of the Sunshine State Standard numbering format is LA.B.1.4.2, which identifies Language Arts, strand B, standard 1, level 4, benchmark 2. The Applied Technology Framework utilizes the same format: subject, strand, standard, and benchmark at level 5, corresponding to grade levels 13-14 for adults. The GED program also integrates the Goal 3 Student Performance Standards of the Florida System of School Improvement and Accountability, as appropriate to the content and processes of the subject matter.

Program procedures include the following:

- A. Determine eligibility for enrollment:
 - 1. Declaration of intent or withdrawal form for students age 16 and 17.
 - 2. Legal withdrawal from the elementary or secondary school with the exceptions noted in Rule 6A-6.014, FAC.
 - 3. Student does not have a State of Florida recognized diploma.
- B. Diagnosing learning difficulties as necessary.
- C. Prescribing individualized instruction.
- D. Correlating GED subject areas with the Sunshine State Standards and SCANS competencies.
- E. Managing learning activities.
- F. Evaluating student progress.

- III. **SPECIAL NOTE:** When a student with a disability is enrolled in an adult education class with modifications to the curriculum framework, the particular accommodations must be specified in the student's Adult Individual Educational Plan (AIEP).

Federal and state legislation requires the provision of accommodations for students with disabilities to meet individual needs and ensure equal access. **Adult students with disabilities must self-identify and request such services.** Students with disabilities may need accommodations in **such areas as** instructional methods and materials, assignments and assessments, time demands and schedules, learning environment, assistive technology and special communication systems.

SCANS Competencies: Instructional strategies for this program must include methods that require students to identify, organize and use resources appropriately; to work with each other cooperatively and productively; to acquire and use information; to understand social, organizational and technological systems; and to work with a variety of tools and equipment. Instructional strategies must also incorporate the methods to improve students' personal qualities and high-order thinking skills.

The standard length of this program is 900 hours.

LCP-A	Language Arts, Writing	250 hours
LCP-B	Social Studies	75 hours
LCP-C	Science	75 hours
LCP-D	Language Arts, Reading	250 hours
LCP-E	Mathematics	250 hours
LCP-A-E	Comprehensive	900 hours

- IV. **INTENDED OUTCOMES**: After successfully completing appropriate coursework for each literacy completion point (LCP) of this program, the student will be able to pass the Official GED Test in each area with a minimum score as prescribed in Rule 6A-6.021, FAC, and will be able to:
- 01.0 Demonstrate and apply advanced language skills through writing and communicating ideas effectively.
 - 02.0 Demonstrate and apply advanced reading and visual processing skills using selections and graphics in United States and world history, geography, government, civics, and economics.
 - 03.0 Demonstrate and apply advanced reading and visual processing skills as outlined by the National Science Content Standards, using selections in biology, chemistry, earth science, space science, physics and environmental and health topics.
 - 04.0 Demonstrate and apply advanced reading skills using selections in various literary genres using fiction, non-fiction, poetry, drama literary forms, nonfiction prose, as well as workplace and community documents.
 - 05.0 Demonstrate advanced mathematics skills in calculation, analysis, problem solving, and application problems.
 - 06.0 Demonstrate basic study, test taking, and reference skills appropriate to the GED program.
 - 07.0 Demonstrate acceptable job acquisition and job retention skills.
 - 08.0 Demonstrate basic computer literacy skills.

**Florida Department of Education
STUDENT PERFORMANCE STANDARDS**

Program Title: General Educational Development
Program Number: 9900020
Course Title: General Educational Development
Course Number: 9900020

Literacy Completion Point A Language Arts, Writing Skills

01.0 DEMONSTRATE AND APPLY ADVANCED LANGUAGE SKILLS THROUGH WRITING AND COMMUNICATING IDEAS EFFECTIVELY.

The student will be able to:

- 01.01 Apply basic rules of mechanics including capitalization, punctuation, and spelling related to possessives, contractions, and homonyms. (LA.B.1.4.3)
- 01.02 Apply basic rules of grammar usage, including subject-verb agreement, verb tense, verb forms, and use of pronouns. (LA.B.1.4.3)
- 01.03 Apply basic rules of sentence structure including parallelism, and avoidance of run-on sentences, sentence fragments, and comma splices. (LA.B.1.4.3)
- 01.04 Revise the organization of documents demonstrating unity, coherence, effective text divisions, and topic sentences. (LA.A.1.4.1, LA.A.1.4.3, LA.B.1.4.1, LA.B.1.4.2, LA.B.1.4.3, LA.B.2.4.3)
- 01.05 Analyze and revise workplace and community, instructional or "how-to," and informational documents for sentence structure, usage, and mechanics. (LA.A.1.4.1, LA.A.1.4.2, LA.A.2.4.4, LA.A.2.4.6, LA.A.2.4.7)
- 01.06 Plan and compose well-organized writing samples on a given topic, utilizing the rules of Edited American English (EAE). (LA.B.1.4.1, LA.B.1.4.2, LA.B.2.4.1, LA.B.2.4.3)
- 01.07 Plan, compose and edit an expository essay responding to a given topic using appropriate word choice, development, and organization following conventions of Edited American English (EAE). (LA.B.1.4.1, LA.B.1.4.2, LA.B.1.4.3, LA.B.2.4.1)
- 01.08 Plan, compose and edit workplace and community documents (e.g. letter of intent, resumes, employment applications, job descriptions, interview questions and responses, insurance forms, and consumer concerns). (LA.B.2.4.1, LA.B.2.4.2, LA.B.2.4.3)

Literacy Completion Point B**Social Studies Skills****02.0 DEMONSTRATE AND APPLY READING SKILLS AND VISUAL PROCESSING SKILLS USING SELECTIONS AND GRAPHICS IN UNITED STATES AND WORLD HISTORY, GEOGRAPHY, CIVICS AND GOVERNMENT, AND ECONOMICS.**

The student will be able to:

- 02.01 Demonstrate and apply concepts of United States history through the use of advanced reading comprehension and visual processing skills. (SS.A.1.4.1, SS.A.1.4.2, SS.A.1.4.3, SS.A.1.4.4, SS.A.4.4.1, SS.A.4.4.2, SS.A.4.4.3, SS.A.4.4.4, SS.A.4.4.5, SS.A.4.4.6, SS.A.5.4.1, SS.A.5.4.2, SS.A.5.4.3, SS.A.5.4.4, SS.A.5.4.5, SS.A.5.4.6, SS.A.5.4.7, SS.A.5.4.8)
- 02.02 Demonstrate and apply concepts of world history through the use of advanced reading comprehension and visual processing skills. (SS.A.1.4.1, SS.A.1.4.2, SS.A.1.4.3, SS.A.1.4.4, SS.A.2.4.1, SS.A.2.4.2, SS.A.2.4.3, SS.A.2.4.4, SS.A.2.4.5, SS.A.2.4.6, SS.A.2.4.7, SS.A.2.4.8, SS.A.2.4.9, SS.A.2.4.10, SS.A.2.4.11, SS.A.3.4.1, SS.A.3.4.2, SS.A.3.4.3, SS.A.3.4.4, SS.A.3.4.5, SS.A.3.4.6, SS.A.3.4.7, SS.A.3.4.8, SS.A.3.4.9, SS.A.3.4.10)
- 02.03 Demonstrate and apply concepts of civics and government through the use of advanced reading comprehension and visual processing skills. (SS.C.1.4.1, SS.C.1.4.2, SS.C.1.4.3, SS.C.1.4.4, SS.C.2.4.1, SS.C.2.4.2, SS.C.2.4.3, SS.C.2.4.4, SS.C.2.4.5, SS.C.2.4.6, SS.C.2.4.7)
- 02.04 Demonstrate and apply concepts of geography through the use of advanced reading comprehension and visual processing skills. (SS.B.1.4.1, SS.B.1.4.2, SS.B.1.4.3, SS.B.1.4.4, SS.B.1.4.5, SS.B.2.4.1, SS.B.2.4.2, SS.B.2.4.3, SS.B.2.4.4, SS.B.2.4.5, SS.B.2.4.6, SS.B.2.4.7)
- 02.05 Demonstrate and apply concepts of economics through the use of advanced reading comprehension and visual processing skills. (SS.D.1.4.1, SS.D.1.4.2, SS.D.2.4.1, SS.D.2.4.2, SS.D.2.4.3, SS.D.2.4.4, SS.D.2.4.5, SS.D.2.4.6)
- 02.06 Understand, interpret, analyze, evaluate and critique visual stimuli or graphics such as political cartoons, advertisements, diagrams, photographs, drawings, timelines, maps, graphs, charts and tables from a variety of sources and determine effects of presenting visual data in different ways. (SS.B.1.4.1, SS.B.1.4.2, LA.A.1.4.2, LA.B.1.4.3, MA.E.1.4.1, MA.E.1.4.2, MA.E.1.4.3)
- 02.07 Determine the implications, effects, and the value of a historical document such as the Declaration of Independence, the U.S. Constitution, Federalist Papers, landmark Supreme Court cases, and significant historical political speeches. (SS.A.1.4.1, SS.A.1.4.2, SS.A.1.4.3, SS.A.1.4.4, SS.C.1.4.1, SS.C.1.4.2, SS.C.1.4.6, SS.C.1.4.7, SS.C.2.4.3, SS.C.2.4.5, LA.D.2.4.1, LA.D.2.4.5)
- 02.08 Understand, evaluate, and use practical documents dealing with such topics as taxes, voter registrations, contracts, credit applications, political communications, business transactions and advertising. (SS.D.1.4.1, SS.D.1.4.2, LA.A.2.4.4)
- 02.09 Restate information, summarize ideas, identify implications, and make inferences from a social studies selection. (SS.A.1.4.1, SS.A.1.4.2, SS.A.1.4.3, SS.A.1.4.4, LA.A.2.4.1, LA.A.2.4.2, LA.A.2.4.7, LA.A.2.4.8, LA.B.2.4.1)
- 02.10 Identify generalizations, principles, or strategies in a social studies selection and apply the concepts to new situations.

- (SS.A.1.4.2, SS.A.1.4.4, LA.A.1.4.2, LA.A.1.4.3, LA.A.1.4.4, LA.A.2.4.5, LA.A.2.4.8, LA.B.2.4.1)
- 02.11 Describe historical context, distinguish fact from opinion, recognize unstated assumptions and logical fallacies, identify cause and effect relationships, compare and contrast points of view, and recognize information designed to persuade an audience in a social studies selection. (SS.A.1.4.1, SS.A.1.4.2, SS.A.1.4.3, SS.A.1.4.4, LA.A.1.4.4, LA.A.2.4.1, LA.A.2.4.2, LA.A.2.4.5, LA.A.2.4.7, LA.D.2.4.7)
- 02.12 Assess the accuracy of facts, the appropriateness of generalizations and conclusions, and recognize the role that differing points of view, values, beliefs, and convictions play in historical accounts. (SS.A.1.4.1, SS.A.1.4.2, SS.A.1.4.3, SS.A.1.4.4)
- 02.13 Describe the legal and ethical rights and responsibilities of an employee, an employer, and a citizen. (SS.C.2.4.1, SS.C.2.4.2, SS.C.2.4.3, SS.C.2.4.4, SS.C.2.4.5, SS.C.2.4.6, SS.C.2.4.7)

Literacy Completion Point C**Science Skills**

03.0 DEMONSTRATE AND APPLY ADVANCED READING AND VISUAL PROCESSING SKILLS AS OUTLINED BY THE NATIONAL SCIENCE EDUCATION CONTENT STANDARDS, USING SELECTIONS IN PHYSICAL SCIENCE, LIFE SCIENCE, AND EARTH AND SPACE SCIENCE TOPICS.

The student will be able to:

- 03.01 Interpret and apply scientific concepts through the use of advanced reading comprehension and visual processing skills in a physics or chemistry selection. (SC.H.1.4.1, LA.A.1.4.1, LA.A.1.4.2, LA.A.1.4.3)
- 03.02 Interpret and apply scientific concepts through the use of advanced reading comprehension and visual processing skills in a life science selection. (SC.F.1.4.1, SC.F.1.4.2, SC.F.1.4.3, SC.F.1.4.4, SC.F.1.4.5, SC.F.1.4.6, SC.F.1.4.7, SC.F.1.4.8, SC.F.2.4.1, SC.F.2.4.2, SC.F.2.4.3, SC.H.1.4.1)
- 03.03 Interpret and apply scientific concepts through the use of advanced reading comprehension and visual processing skills in selections from earth and space science. (SC.E.1.4.1, SC.E.1.4.2, SC.E.1.4.3, SC.E.2.4.1, SC.E.2.4.2, SC.E.2.4.3, SC.E.2.4.4, SC.E.2.4.5, SC.E.2.4.6, SC.E.2.4.7)
- 03.04 Plan and conduct investigations using appropriate tools and techniques, analyzing evidence, constructing explanations, and communicating scientific arguments. (SC.H.1.4.1, SC.H.1.4.2, SC.H.1.4.3, SC.H.1.4.4, SC.H.1.4.5, SC.H.1.4.6, SC.H.1.4.7, SC.H.2.4.1, SC.H.2.4.2)
- 03.05 Assess and evaluate information about personal and social issues in science such as health, environmental concerns, and challenges in science and technology. (AT.H.1.5.1, SC.H.3.4.1, SC.H.3.4.2, SC.H.3.4.3, SC.H.3.4.4, SC.H.3.4.5, SC.H.3.4.6)
- 03.06 Understand, interpret, analyze, evaluate and critique visual stimuli such as diagrams, photographs, drawings, maps, graphs, charts and tables from a variety of sources. (SC.H.1.4.7, SC.H.3.4.4, LA.A.1.4.2, MA.D.1.4.1, MA.E.1.4.1)
- 03.07 Apply basic scientific rules from the reading of materials and the interpretation of visual graphics and predict possible outcomes using the scientific method. (SC.B.1.4.5, SC.H.3.4.7, MA.E.1.4.1, MA.E.1.4.2, MA.E.1.4.3, MA.E.2.4.1, MA.E.2.4.2, MA.E.3.4.1)

Literacy Completion Point D

Language Arts, Reading Skills

04.0 DEMONSTRATE AND APPLY ADVANCED READING SKILLS USING SELECTIONS IN VARIOUS LITERARY GENRES, INCLUDING FICTION, NON-FICTION, POETRY, DRAMA, WORKPLACE AND COMMUNITY DOCUMENTS, AS WELL AS CRITICAL REVIEWS.

The student will be able to:

- 04.01 Restate, paraphrase, or explain ideas, and summarize main ideas in a text selection. (LA.A.1.4.1, LA.A.1.4.4, LA.A.2.4.1)
- 04.02 Apply critical thinking skills to use information, ideas, concepts and principles in a new context. (LA.E.1.4.3, LA.E.2.4.7, LA.E.2.4.8)
- 04.03 Analyze elements of literary style, structure, and technique a wide range of literature, art, nonfiction, and workplace and community documents. (LA.A.1.4.1, LA.A.1.4.2, LA.E.1.4.1, LA.E.2.4.1, LA.E.2.4.2, LA.E.2.4.3)
- 04.04 Analyze and critique a variety of reading passages, drawing conclusions, making inferences, identifying cause and effect relationships, recognizing unstated assumptions, and distinguishing conclusions from supporting statements. (LA.A.1.4.2, LA.A.1.4.4, LA.A.2.4.1, LA.A.2.4.8, LA.E.2.4.1, LA.E.2.4.6)
- 04.05 Interpret the tone, point of view, style, purpose, structure, or pattern of a text selection. (LA.A.2.4.1, LA.A.2.4.2)
- 04.06 Compare and contrast information from reading passages and make connections among parts of the text. (LA.A.2.4.1, LA.A.2.4.4, LA.A.2.4.8)
- 04.07 Integrate information from other sources with elements and information in the passage. (LA.A.2.4.4, LA.A.2.4.7, LA.A.2.4.8)

Literacy Completion Point E**Mathematics Skills****05.0 DEMONSTRATE ADVANCED MATHEMATICS SKILLS IN NUMBER OPERATIONS, NUMBER SENSE, MEASUREMENT, GEOMETRY, DATA ANALYSIS, STATISTICS, AND PROBABILITY.**

The student will be able to:

- 05.01 Perform computations with whole numbers, integers, common fractions, decimal fractions, and percentages. (MA.A.1.4.1, MA.A.3.4.3)
- 05.02 Represent numbers in a variety of equivalent forms, using integers, fractions, decimals, percents, scientific notation, exponents, and radicals. (MA.A.1.4.1, MA.A.1.4.3, MA.A.1.4.4)
- 05.03 Select appropriate operations for problem-solving, describe the effect of operations on numbers, and identify relationships among these operations. (MA.A.3.4.1, MA.A.3.4.2, MA.A.3.4.3)
- 05.04 Recognize the relative size of integers, rational numbers, irrational numbers, and real numbers. (MA.A.1.4.2, MA.B.2.4.1)
- 05.05 Describe a variety of patterns, relationships, and functions including direct and indirect variation using expressions, equations, inequalities, graphs, and formulas. (MA.D.1.4.1, MA.D.1.4.2, MA.D.2.4.1)
- 05.06 Solve problems and verify solutions using appropriate methods, including use of mental mathematics, paper and pencil, and scientific calculator. (MA.A.1.4.4, MA.A.2.4.4 MA.A.3.4.3, MA.E.1.4.3, MA.E.2.4.2, MA.E.2.4.3)
- 05.07 Construct, analyze, interpret, and draw inferences from tables and graphs to identify and generalize patterns and relationships. (MA.A.5.4.1, MA.D.2.4.1, MA.D.2.4.2, MA.E.1.4.1, MA.E.1.4.3, MA.E.2.4.1, MA.E.2.4.2)
- 05.08 Use geometry formulas and relationships such as the Pythagorean Theorem to find length, area, perimeter, volume, angle measurement, capacity, weight, and mass and predict the impact that changes in linear dimension will make on perimeter, area, and volume of geometric figures. (MA.B.3.4.1, MA.C.1.4.1, MA.C.3.4.1, MA.C.3.4.2, MA.D.1.4.1)
- 05.09 Compare and convert measurements within metric or customary systems and solve problems involving rated measures. (MA.B.2.4.1, MA.B.2.4.2)
- 05.10 Read and interpret information from measuring tools such as rulers, protractors, scales, meters, and gauges and use the information to solve problems with the degree of precision required by the situation. (MA.B.1.4.2, MA.B.2.4.1, MA.B.2.4.2, MA.B.4.4.1, MA.B.4.4.2, MA.E.1.4.1, MA.E.1.4.3, MA.E.3.4.2)
- 05.11 Describe, draw, identify, and analyze two- and three-dimensional shapes illustrating concepts of congruence, similarity, symmetry, transformations, and ways in which shapes can be combined, subdivided, and changed. (MA.C.1.4.1, MA.C.2.4.1, MA.C.2.4.2)
- 05.12 Use rectangular coordinate system to locate and describe geometric figures, and use formulas to find distance between points, midpoint of segment, vertices, and lines of symmetry. (MA.C.2.4.1, MA.C.2.4.2, MA.C.3.4.1, MA.C.3.4.2)

- 05.13 Calculate and interpret measures of central tendency (mean, median, mode) and dispersion (range and standard deviation), analyze the effect of changes in data on the measures, and use the measures to make predictions for a different sample. (MA.E.1.4.1, MA.E.1.4.2, MA.E.1.4.3)
- 05.14 Determine experimental or theoretical probabilities using counting procedures, formulas, or orderly display of data and use the probability to make predictions about possible outcomes of an event. (MA.E.2.4.1, MA.E.2.4.2)
- 05.15 Communicate results using a variety of mathematical representations appropriate to the context, including grids, plots, graphs, charts, tables, diagrams, and algebraic models. (MA.A.3.4.2, MA.D.1.4.1, MA.D.2.4.1)
- 05.16 Use estimation to predict solutions, solve problems, and verify that results are reasonable. (MA.A.4.4.1, MA.B.3.4.1)
- 05.17 Construct, interpret, analyze, draw inferences, describe correlations, make generalizations, and compose valid arguments from the data displayed in tables, graphs, and charts. (MA.E.1.4.1, MA.E.1.4.3, MA.E.3.4.1)
- 05.18 Recognize limitations of using statistical methods and data analysis in making inferences and arguments, including flaws or bias in sampling technique, mistaking correlation for causal relationship, and use of misleading graphs. (MA.E.3.4.2)
- 05.19 Solve one- and two-step equations and inequalities in two variables, recognize equivalent equations and functions. (MA.D.1.4.1, MA.D.1.4.2, MA.D.2.4.1)
- 05.20 Recognize and graph linear equations and other functions, find slope and y-intercept of line, identify parallel or perpendicular lines, and determine the impact when changing parameters of given functions. (MA.C.2.4.1, MA.C.2.4.2, MA.C.3.4.1, MA.C.3.4.2)
- 05.21 Use systems of equations to describe real-life situations, solve systems of equations in two variables, and verify solutions of systems. (MA.D.1.4.1, MA.D.1.4.2, MA.D.2.4.1)
- 05.22 Collect data and construct a scatterplot, recognize and describe correlations between variables, sketch a "line of best fit" and use the line to make predictions. (MA.D.1.4.1, MA.D.1.4.2, MA.D.2.4.1)

Related Skills -- These skills are not required elements of the Official GED Test; however, they are instrumental in enhancing an individual's workforce readiness.

Study, Test-Taking, and Reference Skills

- 06.0 DEMONSTRATE BASIC STUDY, TEST TAKING AND REFERENCE SKILLS APPROPRIATE TO THE GED PROGRAM. The instruction in related skills is based on individual need and may include, but is not limited to, the following.

The student will be able to:

- 06.01 Identify and use a variety of resources and reference materials. (LA.A.2.4.4, LA.A.2.4.6, LA.A.2.4.7, LA.A.2.4.8)
- 06.02 Construct, interpret and evaluate different types of visuals or graphics such as cartoons, pictures, graphs, charts, diagrams, maps and tables. (MA.B.1.4.1, MA.B.1.4.2, MA.B.2.4.2, MA.E.1.4.1, MA.E.1.4.3)
- 06.03 Develop and apply note-taking skills. (LA.B.2.4.1)
- 06.04 Develop and apply study skills. (LA.B.2.4.2)
- 06.05 Develop and apply test-taking skills. (LA.E.2.4.1, LA.A.2.4.8, LA.B.2.4.1)
- 06.06 Coordinate tasks and work assignments to develop team building. (LA.B.2.4.2, LA.C.3.4.2)
- 06.07 Demonstrate and apply appropriate time management. (AT.B.1.5.4)
- 06.08 Use alternate formats such as grids and graphs to plot answers. (MA.A.3.4.2)
- 06.09 Demonstrate the use of the scientific calculator to compute both basic and advanced mathematical problems. (MA.A.3.4.3)

Workplace Readiness Skills

- 07.0 DEMONSTRATE ACCEPTABLE JOB ACQUISITION AND JOB RETENTION SKILLS--The instruction in employability skills is based on individual need and may include, but is not limited to, the following.

The student will be able to:

- 07.01 Prepare workplace-related documents (i.e. employment application, cover letter and resume). (LA.B.1.4.1, LA.B.1.4.2, LA.B.1.4.3, LA.B.2.4.1, LA.B.2.4.2, LA.B.2.4.3, LA.B.2.4.4)
- 07.02 Demonstrate interview skills. (LA.C.3.4.4)
- 07.03 Participate in a job search program in career related industry. (LA.B.1.4.1, LA.B.1.4.2, LA.B.1.4.3, LA.B.2.4.1, LA.B.2.4.2, LA.B.2.4.3, LA.B.2.4.4)
- 07.04 Research and discuss professional conduct in the workplace. (AT.I.1.4.1)
- 07.05 Demonstrate sensitivity to gender and cultural bias in social, academic, and life situations. (LA.D.1.4.1, LA.D.1.4.2)
- 07.06 Demonstrate real life problem solving skills. (MA.A.3.4.2, MA.A.5.4.1, MA.B.1.4.3, MA.B.2.4.2, MA.B.3.4.1, MA.B.4.1, MA.B.4.2, MA.C.2.4.1, MA.C.3.4.1, MA.D.2.4.2, MA.E.1.4.3)

Basic Computer Literacy

08.0 DEMONSTRATE BASIC COMPUTER LITERACY SKILLS--The instruction in computer literacy is based on individual need and may include, but is not limited to, the following:

The student will be able to:

- 08.01 Demonstrate a basic understanding of computer operating systems. (LA.B.2.4.4)
- 08.02 Demonstrate a basic understanding of software applications. (LA.B.2.4.4)
- 08.03 Develop Internet and Intranet literacy. (LA.B.2.4.4)