WRITING CONTENT STANDARD LEVEL 2							
Adult learners will demonstrate an increasing ability to write using a variety of clear and grammatically correct sentences and paragraphs.							
Benchmarks On exit of this level, learner is able to:	Applications Examples of how/where learners will use this skill:	I can do this: Yes, absolutely	I can do this: Maybe with help	I can do this: No way—I need more practice			
2.4.1 Write the alphabet legibly.	Form manuscript letters correctly.Write cursive letters correctly.Address an envelope.Write a check.						
2.4.2 Produce a variety of writings.	 Write an email message in Standard English. Write open-ended questions from a reading selection. Write a three to five sentence summary of a short story. Write a five-sentence story of a life experience. Write directions from your home to school. Write directions to your house using a legend. Write a dictated sentence using correct punctuation such as, dates, times, cities, states, etc. 						
2.4.3 Create poetry based on life experience.	 Compose a couplet of two lines that rhyme. Create a haiku (three lines of non-rhyming verse that express a thought). 						
2.4.4 Organize information using key ideas.	 Identify and list the key ideas from three short articles. Use a graphic organizer to gather information. Arrange the information sequentially. Select a key idea and write three sentences about it. 						
2.4.5 Use the writ- ing process to pro- duce a paragraph.	• Use the organized information to develop the following: An introductory statement, the body of a paragraph, a closing statement.						
2.4.6 Use the writing process to develop a multiparagraph piece.	• Using beginning, middle, and ending paragraphs, write an essay about a relative, a description of your job or your workday, etc.						
2.4.7 Use revision strategies.	 Evaluate the end product in terms of punctuation, capitalization, verb tenses, spelling, etc. Proofread and edit a partner's paragraph(s). 						
2.4.8 Correctly use grammar patterns.	 Write a "thank you" note for a gift received using correct verb tense. Edit a text using appropriate pronouns, contractions, and subject-verb agreement. Rewrite a statement in question form. Use correct word order of adjectives and adverbs in a description of a car or house, such as: The little, old, blue car. 						

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2.4.9 Spell words using structural cues and appropriate resources.	 Master the spelling of 220 Dolch Basic Word List. Master the spelling of reading level vocabulary. 			
2.4.10 Write a narrative piece using personification, setting, actions, and thoughts that reveal important character traits.	 Write three paragraphs about a life experience noting place, activity, and reactions. Write five paragraphs about an event you witnessed. 			
2.4.11 Write a report demonstrating the understanding of central ideas and supporting details using an effective organizational pattern.	 In paragraph form, write about the steps to make a peanut butter and jelly sandwich. Identify a problem at work and write a solution in paragraph form. Choose a current event and write a report summarizing the ideas and details. 			
2.4.12 Use a variety of resources to gather and organize information.	 Write a response to oral, visual, written, or electronic text and compare your responses to those of others. Write a response to oral, visual, written, or electronic text using who, what, when, where, why, and how. 			
2.4.13 Write a variety of sentences.	 Write examples of compound, complex, and combined sentences as dictated. Write a dialogue. Write a sentence including reported speech. Do an expository writing. Write answers to questions in sentence form. 			
2.4.14 Spell less frequently encountered words correctly using learned strategies.	 Add appropriate suffixes to dictated words. Add appropriate prefixes to dictated words. Write hyphenated words correctly. 			

Date: _____