

By the end of this level, learners will have worked on and attained competency in the following areas:

1. Communication
 - a. Recite, read, and write the alphabet.
 - i. Recite letters in order from memory
 - ii. Read and write in upper and lower case
 - b. Ask and respond to simple greetings, introductions, and farewells.
 - i. Hello
 - ii. Hello, my name is
 - iii. Hi
 - iv. Good-bye
 - v. Bye
 - vi. Thank you
 - vii. Thanks
 - viii. Your welcome
 - ix. Nice to meet you
 - x. How are you
 - xi. I am fine
 - xii. Shaking hands
 - xiii. Making eye contact
 - c. Provide basic personal information in response to oral questions and on simple forms.
 - i. Read, write, and say first and last name
 - ii. Read, write, and say street address
 - iii. Read, write, and say city, state, and zip code
 - iv. Read, write, and say telephone number with area code
 - v. Read, write, and say birth date
 - vi. Read, write, and say social security number
 - vii. Spell first and last name orally
 - viii. Answer personal information questions
 1. What is your name—My name is ---
 2. What is your first name—My first name is ---
 3. What is your last name—My last name is ---
 4. How old are you—I am --- years old; I am ---
 5. What is your birth date—My birth date is ---
 6. What is your address—My address is ---
 7. What city do you live in—My city is ---; I live in ---
 8. What is your social security number—My social security number is ---
 9. What is your telephone number—My telephone number is ---
 10. What is your zip code—My zip code is ---

- 11. Where are you from—I am from ---
- 12. What country are you from—I am from ---
- ix. Complete a personal information form including a signature
- d. Recognize and use the words for basic family relationships.
 - i. Husband, wife
 - ii. Sister, brother
 - iii. Son, daughter
 - iv. Mother, father
- e. Ask and answer simple questions about family.
 - i. How many people are in your family—There are --- people in my family
 - ii. How many children do you have—I have --- children
 - iii. Are you married—Yes, I am; No, I am not
 - iv. Do you have any brothers or sisters—Yes, I do; No, I do not
 - v. What are their names—Their names are ---
 - vi. Where do they live—They live in ---
 - vii. How old is he or she/are they—He or she is/They are --- years old
- f. Recognize basic concepts of caring about children.
 - i. Know about compulsory schooling for children and where and how to enroll a child in school
 - ii. Recognize proper care of children (food, shelter, hygiene)
- 2. Consumer Economics
 - a. Recognize different currencies and vocabulary associated with money.
 - i. Cash, check, change, dollar, cents
 - ii. Recognize US money
 - 1. penny
 - 2. nickel
 - 3. dime
 - 4. quarter
 - 5. dollar bill
 - b. Read monetary amounts and price tags.
 - i. Understand that the decimal point means cents
 - ii. Read price tags on food and clothing
 - 1. How much does --- cost
 - 2. How much is it
 - 3. It costs ---
 - 4. It is ---
 - iii. Read the amount payable on a check or money order
 - iv. Locate and read the amount due on a utility bill
 - c. Recognize basic food vocabulary.
 - i. Recognize vocabulary for basic food items
 - 1. meat, chicken, fish, milk, cheese, rice, eggs, vegetables, fruit, bread, cereal, soup, salad, cake,

- apple, banana, orange, tomato, lettuce, carrot, potato, onion, hamburger, sandwich
 - ii. Meals—breakfast, lunch, dinner
 - iii. Food containers—box, bag, can, bottle
- d. Know basic food safety concepts.
 - i. Concept of expiration dates and purchase by dates
 - ii. How to safely store and prepare food
- e. Recognize terms for basic clothing and sizes.
 - i. Recognize vocabulary for basic clothing items
 - 1. jacket, shirt, sweater, pants, skirt, shoes, boots, dress, shorts, gloves, hat, coat
 - ii. Read size tags including S, M, L, and XL
- f. Recognize vocabulary for different types of housing, rooms, and furnishings.
 - i. Different types of housing
 - 1. house
 - 2. apartment
 - 3. mobile home
 - ii. Rooms
 - 1. living room
 - 2. kitchen
 - 3. bedroom
 - 4. bathroom
 - 5. garage
 - 6. dining room
 - iii. Furnishings
 - 1. couch
 - 2. chair
 - 3. table
 - 4. bed
 - 5. lamp
 - 6. stove
 - 7. refrigerator
 - 8. sink
 - 9. toilet
 - 10. shower
 - 11. TV
- g. Know basic cleaning and laundry concepts and vocabulary.
 - i. Cleaning
 - 1. soap
 - 2. dust
 - 3. sweep
 - 4. mop
 - 5. broom
 - 6. vacuum

- ii. Laundry
 - 1. soap
 - 2. dryer
 - 3. washing machine
 - h. Know basic home safety and security concepts and vocabulary.
 - i. Locking doors
 - ii. Shoveling away snow and ice
- 3. Community Resources
 - a. Use a telephone
 - i. Contact school or work to report an absence
 - 1. I can not come to school today
 - 2. I am sick
 - 3. I have to go to the doctor
 - 4. I need to take my child to the doctor
 - 5. I have to go to INS
 - 6. My car won't start
 - ii. Recognize the telephone book
 - iii. Know how to answer the phone and express lack of understanding of caller
 - 1. Hello
 - 2. I do not speak English
 - 3. Wait, I will get someone
 - b. Ask and answer simple oral questions about the weather.
 - i. Know and use the vocabulary for different kinds of weather—hot, cold, cool, sunny, cloudy, rainy, snowing
 - ii. Ask and answer weather questions
 - 1. What's the weather today
 - 2. Is it ---
 - 3. Yes, it is ---
 - 4. It is --- outside
 - c. Read and tell time.
 - i. Read analog and digital clocks
 - ii. Tell time to the quarter hour
 - 1. What time is it
 - 2. It is 10 o'clock
 - 3. It is 10 in the morning, It is 10 in the evening
 - 4. It is ten fifteen—it is ten thirty—it is ten forty-five
 - 5. It is quarter after; it is quarter til
 - iii. Know the concepts of "start time" and "end time" or "beginning" and "ending"
 - d. Know the names of the days of the week, the months, and the seasons.
 - i. Know the names of the days of the week, the months, and the seasons
 - ii. Know the number of the month

- iii. Know the difference between weekday and weekend
 - iv. Know the concepts of yesterday, today, and tomorrow
 - e. Read, write, and say the current date.
 - i. Write dates
 - 1. mm/dd/yy
 - 2. mm/dd/yyyy
 - f. Know how to buy stamps and mail a letter.
 - i. Know where the post office is
 - ii. Know the cost of stamps
 - iii. Know how to address an envelope
 - 1. return address
 - 2. address
 - 3. zip code
 - 4. stamp location
 - g. Know basic directional vocabulary and identify places on a map.
 - i. Recognize the signs and symbols for: poison, emergency, no smoking, flammable, danger, caution, directional arrows, restroom, men, women, exit, bus signs, stop, yield, traffic lights, walk, don't walk
 - ii. Use a map to locate Minnesota, the United States, the city
 - iii. Identify north, east, south, and west on a map
 - h. Identify safe driving practices
 - i. Seat belts, child safety restraints
 - ii. Speed limits
 - iii. Driver's license
- 4. Health
 - a. Know basic medical vocabulary.
 - i. head, neck, face, eye, nose, mouth, ear, hair, arm, hand, fingers, stomach, heart, leg, foot, toes, shoulder, knees
 - ii. doctor, nurse, clinic, hospital, emergency
 - b. Know how to express basic medical problems.
 - i. My --- hurts
 - ii. My --- is broken
 - iii. My --- is cut
 - iv. I have a cough
 - v. I have a fever
 - vi. I feel sick
 - vii. I have a headache
 - viii. I have a cold
 - ix. I have a stomachache
 - x. Answer questions about a problem or illness
 - 1. Do you feel sick
 - 2. Where does it hurt
 - xi. Ask and answer "How are you" in every day and medical situations

1. I am fine
 2. How are you
 3. I don't feel good
 4. I am OK
 - c. Know how to make a medical appointment.
 - i. Use a phone to make a medical appointment
 1. I need to see a doctor
 2. I need an appointment
 - ii. Read the date and time on a medical appointment card
 - d. Know how and why to call 911
 - i. Orally give address
 - ii. Describe emergency
 1. There is a fire
 2. I need an ambulance
 3. I need the police
 4. Somebody is hurt
 5. Please hurry
 - iii. Express lack of understanding or lack of English skills
 1. I don't speak English
 2. Please speak slower
 - e. Recognize basic safety symbols.
 - i. Poison
 - ii. Emergency
 - iii. No smoking
 - iv. Flammable
 - v. Danger
 - vi. Caution
 - vii. Arrows
5. Employment
- a. Know some basic vocabulary about entry-level jobs and names of basic occupations. (examples)
 - i. Dishwasher—dishes, water, hot, cold, scour, soap, clean
 - ii. Housekeeper—clean, vacuum, dust, make the bed, clean the bathroom, soap, polish, laundry
 - b. Know how to fill out a simple job application.
 - i. Name
 - ii. Address
 - iii. Phone
 - iv. Birth date
 - v. Social Security number
 - c. Use a phone to report an absence.
 - i. I cannot come to work today.
 - ii. I am sick.
 - iii. My child is sick.
 - iv. I have to go to the doctor.

- v. I have to go to INS.
 - vi. I will be late for work today.
 - d. Ask for directions and clarification.
 - i. How do you ---
 - ii. I don't understand
 - iii. Please show me
 - iv. Repeat that please
 - e. Know basic workplace safety concepts, signs, and symbols.
 - i. Flammable
 - ii. Danger
 - iii. Poison
 - iv. Caution
 - v. No smoking
 - vi. Arrows
- 6. Government and Law
 - a. Know simple government facts.
 - i. Name of the US president
 - ii. Governor of Minnesota
 - iii. Colors of the US flag
 - b. Recognize police as a source of assistance.
- 7. Computation
 - a. Count, read, and write cardinal (through 100) and ordinal (through 20) numbers.
 - i. Recite (count) to 100
 - ii. Count to 100 by 5's
 - iii. Read and write cardinal numbers
 - iv. Read and write ordinal numbers 1st through 10th
 - v. Write in words cardinal numbers 1 through 20
 - b. Recognize and use the names for basic shapes.
 - i. Circle
 - ii. Square
 - iii. Rectangle
 - iv. Triangle
 - c. Recognize and interpret basic food measurement concepts.
 - i. Cup
 - ii. Quart
 - iii. Gallon
 - iv. Pound
- 8. Learning to Learn
 - a. Recognize the colors of and use the names for basic colors.
 - i. Red
 - ii. Green
 - iii. Yellow
 - iv. Blue
 - v. Black
 - vi. White

- vii. Pink
 - viii. Orange
 - ix. Brown
 - x. Purple
 - b. Follow and give 1-step verbal directions.
 - i. Follow 1-step verbal directions
 - ii. Give 1-step verbal directions
 - iii. Ask for clarification of directions
 - 1. Please repeat
 - 2. I do not understand
9. Grammar and Writing
- a. Know and use subject pronouns.
 - b. Know and use present tense verbs.
 - c. Know and use simple prepositions.
 - i. In
 - ii. At
 - iii. From
 - iv. On
 - v. For
 - vi. With
 - vii. Or
 - viii. Under
 - ix. Next to
 - x. Between
 - xi. Behind
 - d. Know and use singular and plural regular nouns.
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