

# The correlation of PLATO® instructional curricula to California Academic Content Standards (CACCS)

## Language Arts

### Grade 9–10

April 13, 2005

PLATO Learning Correlation to the California Academic Content Standards

## INTRODUCTION

PLATO Learning, Inc. combines PLATO® computer-assisted instruction into a flexible, integrated learning system to enhance instructional effectiveness in education programs. This document identifies PLATO® instructional activities that correlate to the California Academic Content Standards, Language Arts.

It is recommended that instructors review the correlation in order to fine-tune the activity to fit their educational environment. Modules may be added or removed; web sites and offline activities may also be incorporated to enhance the learning path.

The following PLATO® courseware was used in this alignment:

- **PLATO® Intermediate Reading Strategies**
- **PLATO® Advanced Reading Strategies**
- **PLATO® Reading for Information**
- **PLATO® Writing Series**
- **PLATO® Writing in the Workplace**
- **PLATO® Communication Skills**
- **PLATO® Intermediate Writing Process and Practice**
- **PLATO® Advanced Writing Process and Practice**

PLATO Learning, Inc. looks forward to supporting your initiatives in providing successful educational programs using PLATO® computer-based lessons.

Reading

**1.0 Word Analysis, Fluency, and Systematic Vocabulary Development**

***1.1 Identify and use the literal and figurative meanings of words and understand word derivations.***

**PLATO Advanced Reading Strategies**

- Building Reading Skills
- Building Your Vocabulary
- Doing Your Best On Reading Tests

- Reading the Social Sciences
- Building Your Social Sciences Vocabulary
- Reading Science
- Building Your Science Vocabulary

***1.3 Identify Greek, Roman, and Norse mythology and use the knowledge to understand the meaning of new words (e.g., the word narcissistic drawn from the myth of Narcissus and Echo).***

**PLATO Advanced Reading Strategies**

- Building Reading Skills
- Building Your Vocabulary
- Doing Your Best On Reading Tests

- Reading the Social Sciences
- Building Your Social Sciences Vocabulary
- Reading Science
- Building Your Science Vocabulary

**2.0 Reading Comprehension (Focus on Informational Materials)**

***2.1. Analyze the structure and format of functional workplace documents, including the graphics and headers, and explain how authors use the features to achieve their purposes.***

**PLATO Reading for Information**

- Reading Short Messages
- You Have A Message
- Getting All the Details
- What Should I Do?
- How to Read a Message
- Reading Business Letters
- What's In A Business Letter
- Why You Received This Letter
- Digging for Details
- Taking Action (Reading for Information)
- Which Meaning?
- A Strategy for Reading Business Letters

- Reading Directions
- Using If-Then-Else Statements
- Reading Forms
- Finding the Right Form
- Using Two or More Forms
- Reading Reports
- Introduction to Reports
- Cause and Effect in Reports
- Similarities and Differences in Reports
- Planning Your Approach to Reports
- Reading Reports That Make Claims
- Paraphrasing
- Summarizing a Report
- A Strategy for Reading Reports

***2.2 Prepare a bibliography of reference materials for a report using a variety of consumer, workplace, and public documents.***

**PLATO Writing in the Workplace**

- Writing Reports
- Listing Ideas
- Organizing Ideas
- Writing Up Ideas

***2.3 Generate relevant questions about readings that can be researched.***

**PLATO Intermediate Reading Strategies**

- Using a Question/Answer Strategy
- Using a Question/Answer Strategy with Literature
- Using a Question/Answer Strategy with Expository Text
- Using a Question/Answer Strategy with More Expository Text

**PLATO Advanced Reading Strategies**

- A Reading Strategy
- Asking Questions
- Preparing for Review
- Reading the Social Sciences
- Understanding the Social Sciences
- Reading Literature
- A Strategy for Reading Literature
- Reading Science
- Understanding Science

***2.4 Synthesize the content from several sources or works by a single author dealing with a single issue; paraphrase the ideas and connect them to other sources and related topics to demonstrate comprehension.***

**PLATO Advanced Reading Strategies**

- A Reading Strategy
- Finding the Resources

***2.5 Extend ideas presented in primary or secondary sources through original analysis, evaluation, and elaboration.***

**PLATO Advanced Reading Strategies**

- A Reading Strategy
- Finding the Resources

***2.6 Demonstrate use of sophisticated learning tools by following technical directions (e.g., those found with graphic calculators and specialized software programs and in access guides to World Wide Web sites on the Internet).***

**PLATO Reading for Information**

- Reading Directions
- Types of Sequences
- Following Steps in a Sequence
- Using If-Then-Else Statements
- Using Directions with Maps and Floor Plans

- Using Directions with Diagrams
- Cause and Effect in Reading Directions
- More Than One Cause or Effect
- A Strategy for Reading Directions
- Reading Forms
- Following Directions on Forms

***2.7 Critique the logic of functional documents by examining the sequence of information and procedures in anticipation of possible reader misunderstandings.***

**PLATO Intermediate Reading Strategies**

- Using Prior Knowledge When You Read
- Using Prior Knowledge to Read Literature

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Understanding the Social Sciences
- Level 9

**PLATO Reading for Information**

- Reading Short Messages
- You Have A Message
- Getting All the Details
- What Should I Do?
- How to Read a Message
- Reading Business Letters
- What's In A Business Letter
- Why You Received This Letter
- Digging for Details
- Taking Action (Reading for Information)
- Which Meaning?
- A Strategy for Reading Business Letters
- Reading Directions
- Types of Sequences

- Following Steps in a Sequence
- Using If-Then-Else Statements
- Using Directions with Maps and Floor Plans
- Using Directions with Diagrams
- Cause and Effect in Reading Directions
- More Than One Cause or Effect
- A Strategy for Reading Directions
- Reading Forms
- Finding the Right Form
- Following Directions on Forms
- Using Two or More Forms
- Reading Reports
- Introduction to Reports
- Cause and Effect in Reports
- Similarities and Differences in Reports
- Planning Your Approach to Reports
- Reading Reports That Make Claims
- Paraphrasing
- Summarizing a Report
- A Strategy for Reading Reports

***2.8 Evaluate the credibility of an author's argument or defense of a claim by critiquing the relationship between generalizations and evidence, the comprehensiveness of evidence, and the way in which the author's intent affects the structure and tone of the text (e.g., in professional journals, editorials, political speeches, primary source material).***

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Understanding the Social Sciences
- Level 12

### 3.0 Literary Response and Analysis

**3.1 Articulate the relationship between the expressed purposes and the characteristics of different forms of dramatic literature (e.g., comedy, tragedy, drama, dramatic monologue).**

**PLATO Intermediate Reading Strategies**

- Using a Question/Answer Strategy
- Using a Question/Answer Strategy with Literature

**3.2 Compare and contrast the presentation of a similar theme or topic across genres to explain how the selection of genre shapes the theme or topic.**

**PLATO Advanced Reading Strategies**

- A Reading Strategy
- Finding the Resources

**3.3. Analyze interactions between main and subordinate characters in a literary text (e.g., internal and external conflicts, motivations, relationships, influences) and explain the way those interactions affect the plot.**

**PLATO Intermediate Reading Strategies**

- Locating What's Important
- Locating What's Important in Literature

- Reading Literature
- Understanding Literature
- Level 11

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Level 9

**3.4 Determine characters' traits by what the characters say about themselves in narration, dialogue, dramatic monologue, and soliloquy.**

**PLATO Intermediate Reading Strategies**

- Locating What's Important
- Locating What's Important in Literature

- Reading Literature
- Understanding Literature
- Level 11

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Level 9

**3.6 Analyze and trace an author's development of time and sequence, including the use of complex literary devices (e.g., foreshadowing, flashbacks).**

**PLATO Advanced Reading Strategies**

- Reading Literature
- Understanding Literature
- A Strategy for Reading Literature

**3.7 Recognize and understand the significance of various literary devices, including figurative language, imagery, allegory, and symbolism, and explain their appeal.**

**PLATO Intermediate Reading Strategies**

- Using Prior Knowledge When You Read
- Using Prior Knowledge to Read Literature

**3.8 Interpret and evaluate the impact of ambiguities, subtleties, contradictions, ironies, and incongruities in a text.**

**PLATO Advanced Reading Strategies**

- Building Reading Skills
  - Doing Your Best On Reading Tests
- Reading the Social Sciences
  - Level 9
  - Level 11
- Reading Literature
  - Level 9
  - Level 11
- Reading History
  - Level 10

- Level 11
- Reading Science
  - Level 9
  - Level 10
  - Level 11
  - Level 12
- Reading for Information
  - Reading Reports
    - Introduction to Reports
    - A Strategy for Reading Reports

**3.9 Explain how voice, persona, and the choice of a narrator affect characterization and the tone, plot, and credibility of a text.**

**PLATO Intermediate Reading Strategies**

- Locating What's Important
  - Locating What's Important in Literature

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
  - Level 9

- Reading Literature
  - Understanding Literature
    - A Strategy for Reading Literature
      - Level 11
- Reading History
  - Understanding History

**3.11 Evaluate the aesthetic qualities of style, including the impact of diction and figurative language on tone, mood, and theme, using the terminology of literary criticism. (Aesthetic Approach)**

**PLATO Advanced Reading Strategies**

- Reading Literature
  - Understanding Literature
    - A Strategy for Reading Literature

**3.12 Analyze the way in which a work of literature is related to the themes and issues of its historical period. (Historical Approach)**

**PLATO Advanced Reading Strategies**

- Reading Literature
  - Understanding Literature
    - A Strategy for Reading Literature

**Writing**

**1.0 Writing Strategies**

**1.1 Establish a controlling impression or coherent thesis that conveys a clear and distinctive perspective on the subject and maintains a consistent tone and focus throughout the piece of writing.**

**PLATO Writing in the Workplace**

- Writing Notes and Short Memos
  - Starting with Your Purpose
  - Requesting Action
  - Giving Enough Detail

**PLATO Writing Series**

- Diction and Style
  - Word Choice Errors
  - Using Figures of Speech in Writing
- Logic and Organization
  - The Topic Sentence
  - Unnecessary Sentences

- Applications- Essay Writing
  - From Ideas to Sentences
    - Writing and Evaluating Essays

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
  - Writing Strong Introductions
  - Choosing Your Point of View
- Writing Strategies Level II
  - Writing with Strong Modifiers
- Writing Strategies Level JJ
  - Stating Your Thesis

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Directing a Peer Review
- Writing Strategies Level LL
- Identifying and Rewriting Inflated Language

- Monitoring Your Thesis
- Capturing Interest with Anecdotes
- Writing Strategies Level MM
- Writing Stronger Introductions
- Writing Stronger Conclusions
- Varying Your Sentence Structures

***1.2 Use precise language, action verbs, sensory details, appropriate modifiers, and active rather than passive voice.***

**PLATO Writing in the Workplace**

- Writing Reports
- Listing Ideas

**PLATO Writing Series**

- Diction and Style
- Using Figures of Speech in Writing
- Effective Writing
- Logic and Organization
- Improving Structure in Paragraphs
- Applications- Essay Writing
- Working with the Topic

- Addressing Different Perspectives
- Writing with Strong Modifiers
- Using Compare/Contrast Problem/Solution Models
- Writing Strategies Level JJ
- Using Examples to Clarify Your Thoughts
- Highlighting Your Individual Voice

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Writing Precisely
- Directing a Peer Review
- Writing Strategies Level LL
- Identifying and Rewriting Inflated Language
- Capturing Interest with Anecdotes
- Using Indirect Evidence
- Writing Strategies Level MM
- Supporting Arguments with Additional Evidence
- Using Analogies to Clarify Your Ideas

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Using Published Writing as a Model
- Writing Strong Introductions
- Writing Strategies Level II
- Understanding the Goals of the Assignment
- Balancing Research with Original Ideas
- Supporting Your Arguments with the Right Evidence

***1.3 Use clear research questions and suitable research methods (e.g., library, electronic media, personal interview) to elicit and present evidence from primary and secondary sources.***

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- A Strategy for Reading Social Sciences

- Writing Strategies Level JJ
- Devising a Research Plan
- Evaluating Information

**PLATO Reading for Information**

- Reading Reference and Technical Material
- Which Reference Do You Need?
- Finding What You Need In A Book
- Locating the Details
- Using Two or More References
- A Strategy for Reading Reference Material

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Owning Your Essay
- Writing Strategies Level LL
- Following up on Leads
- Documenting Information from Spoken Sources
- Using Indirect Evidence
- Writing Strategies Level MM
- Supporting Arguments with Additional Evidence

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Finding Information on the Internet

***1.4 Develop the main ideas within the body of the composition through supporting evidence (e.g., scenarios, commonly held beliefs, hypotheses, definitions).***

**Writing in the Workplace**

- Writing Reports
- Listing Ideas
- Organizing Ideas
- Writing Up Ideas

**Writing Series**

- Applications- Essay Writing
- The Writing Process
- Working with the Topic
- From Ideas to Sentences
- Revising and Editing
- Writing and Evaluating Essays

**Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Using Published Writing as a Model
- Writing Strategies Level II
- Understanding the Goals of the Assignment
- Citing Information Sources
- Balancing Research with Original Ideas
- Supporting Your Arguments with the Right Evidence

- Using Compare/Contrast Problem/Solution Models
- Writing Strategies Level JJ
- Planning a Sequence of Ideas
- Devising a Research Plan
- Using Examples to Clarify Your Thoughts

**Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Anticipating Counterarguments
- Extending Your Idea Inventory
- Owning Your Essay
- Writing Strategies Level LL
- Following up on Leads
- Monitoring Your Thesis
- Using Indirect Evidence
- Writing for Tests
- Writing Strategies Level MM
- Supporting Arguments with Additional Evidence
- Using Analogies to Clarify Your Ideas

***1.5 Synthesize information from multiple sources and identify complexities and discrepancies in the information and the different perspectives found in each medium (e.g. almanacs, microfiche, news sources, in-depth field studies, speeches, journals, technical documents).***

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- A Strategy for Reading Social Sciences

**PLATO Reading for Information**

- Reading Reference and Technical Material
- Using a Table of Contents
- Using an Index
- Which Reference Do You Need?
- Finding What You Need In A Book
- Locating the Details
- Using Two or More References
- A Strategy for Reading Reference Material

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level JJ
- Devising a Research Plan
- Evaluating Information

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Owning Your Essay
- Writing Strategies Level LL
- Following up on Leads
- Documenting Information from Spoken Sources
- Using Indirect Evidence
- Writing Strategies Level MM
- Supporting Arguments with Additional Evidence

***1.6 Integrate quotations and citations into a written text, while maintaining the flow of ideas.***

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Writing Strong Introductions
- Using Your Own Words to Develop Ideas
- Writing Strategies Level II
- Citing Information Sources
- Writing Strategies Level JJ
- Integrating Quotations into Your Writing

- Grammar and Mechanics Level JJ
- Using Capital Letters with Split Quotations

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Owning Your Essay
- Writing Strategies Level LL
- Documenting Information from Spoken Sources

***1.7 Use appropriate conventions for documentation in the text, notes, and bibliographies, adhering to those in style manuals (e.g., Modern Language Association Handbook, The Chicago Manual of Style).***

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Using Your Own Words to Develop Ideas
- Writing Strategies Level II
- Citing Information Sources
- Writing Strategies Level JJ
- Integrating Quotations into Your Writing

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Owning Your Essay
- Writing Strategies Level LL
- Documenting Information from Spoken Sources

***1.9 Revise writing to improve the logic and coherence of the organization and controlling perspective, the precision of word choice, and the tone by taking into consideration the audience, purpose, and formality of the context.***

**PLATO Writing Series**

- Diction and Style
  - Effective Writing
- Sentence Structure
  - Awkward Sentence Structure
- Logic and Organization
  - Improving Structure in Paragraphs
- Applications- Essay Writing
  - The Writing Process
  - Revising and Editing
  - Writing and Evaluating Essays

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Combining Sentences to Make Your Writing Interesting
- Using a Checklist to Proofread Your Work – Intermediate
- Writing Strategies Level II
- Understanding the Goals of the Assignment
- Addressing Different Perspectives
- Writing with Strong Modifiers

- Moving Beyond the Goals of the Assignment
- Writing Strategies Level JJ
- Using Examples to Clarify Your Thoughts
- Determining What Your Audience Knows
- Highlighting Your Individual Voice

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Anticipating Counterarguments
- Writing Precisely
- Using a Checklist to Proofread Your Work – Advanced
- Writing Strategies Level LL
- Identifying and Rewriting Inflated Language
- Capturing Interest with Anecdotes
- Writing Strategies Level MM
- Reviewing Your Own Work
- Supporting Arguments with Additional Evidence
- Varying Your Sentence Structures
- Proofreading for College

## 2.0 Writing Applications (Genres and Their Characteristics)

### 2.1. Write biographical or autobiographical narratives or short stories.

#### PLATO Intermediate Reading Strategies

- Locating What's Important
- Locating What's Important in Literature

#### PLATO Advanced Reading Strategies

- Reading the Social Sciences
- Level 9
- Level 11
- Reading Literature
- Understanding Literature
- Level 11

#### PLATO Writing in the Workplace

- Writing Meeting Documents
- Writing the Agenda
- Taking Meeting Notes
- Writing the Minutes
- Writing Reports
- Listing Ideas

#### PLATO Communication Skills

- Presentations
- A Speaker's Preparation
- Attitude in Delivery
- A Speaker's Tools
- Action in Delivery
- Information in Presentations
- Reasoning in Presentations

#### PLATO Writing Series

- Diction and Style
- Using Figures of Speech in Writing
- Applications- Essay Writing
- Working with the Topic
- From Ideas to Sentences

### 2.2 Write responses to literature.

#### PLATO Advanced Reading Strategies

- Reading the Social Sciences
- Understanding the Social Sciences
- Level 12
- Reading Literature
- Understanding Literature

#### PLATO Intermediate Writing Process and Practice

- Writing Strategies Level HH
- Using Published Writing as a Model
- Writing Strong Introductions
- Choosing Your Point of View
- Writing Strategies Level II
- Understanding the Goals of the Assignment
- Balancing Research with Original Ideas
- Supporting Your Arguments with the Right Evidence
- Addressing Different Perspectives
- Writing with Strong Modifiers
- Using Compare/Contrast Problem/Solution Models
- Writing Strategies Level JJ
- Using Examples to Clarify Your Thoughts
- Highlighting Your Individual Voice

#### PLATO Advanced Writing Process and Practice

- Writing Strategies Level KK
- Writing Precisely
- Extending Your Idea Inventory
- Directing a Peer Review
- Writing Strategies Level LL
- Identifying and Rewriting Inflated Language
- Capturing Interest with Anecdotes
- Using Indirect Evidence
- Writing Strategies Level MM
- Writing Stronger Introductions
- Supporting Arguments with Additional Evidence
- Using Analogies to Clarify Your Ideas
- Writing Stronger Conclusions

#### PLATO Writing Series

- Applications- Essay Writing
- Working with the Topic

#### PLATO Intermediate Writing Process and Practice

- Writing Strategies Level HH
- Using Published Writing as a Model

**2.3 Write expository compositions, including analytical essays and research reports.**

**PLATO Writing in the Workplace**

- Writing Reports
- Listing Ideas
- Organizing Ideas
- Writing Up Ideas

**PLATO Writing Series**

- Applications- Essay Writing
- Working with the Topic

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Using Published Writing as a Model
- Writing Strategies Level II
- Understanding the Goals of the Assignment
- Citing Information Sources
- Balancing Research with Original Ideas
- Supporting Your Arguments with the Right Evidence

**2.4 Write persuasive compositions.**

**PLATO Writing in the Workplace**

- Writing Notes and Short Memos
- Starting with Your Purpose
- Requesting Action
- Giving Enough Detail
- Writing Business Letters
- Considering the Reader
- Describing Actions
- Moving Between Topics
- Writing Meeting Documents
- Writing the Agenda
- Taking Meeting Notes
- Writing the Minutes
- Writing Reports
- Listing Ideas
- Organizing Ideas
- Writing Up Ideas

**PLATO Writing Series**

- Applications- Essay Writing
- The Writing Process
- Working with the Topic
- Writing and Evaluating Essays

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Using Published Writing as a Model
- Writing Strong Introductions
- Using Your Own Words to Develop Ideas
- Writing Strategies Level II
- Understanding the Goals of the Assignment
- Citing Information Sources

- Using Compare/Contrast Problem/Solution Models
- Writing Strategies Level JJ
- Devising a Research Plan
- Using Examples to Clarify Your Thoughts

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Directing a Peer Review
- Owning Your Essay
- Writing Strategies Level LL
- Following up on Leads
- Using Indirect Evidence
- Writing Strategies Level MM
- Supporting Arguments with Additional Evidence
- Illustrating Your Ideas with Visual Aids
- Using Analogies to Clarify Your Ideas

- Balancing Research with Original Ideas
- Supporting Your Arguments with the Right Evidence
- Addressing Different Perspectives
- Using Compare/Contrast Problem/Solution Models
- Writing Strategies Level JJ
- Devising a Research Plan
- Integrating Quotations into Your Writing
- Using Examples to Clarify Your Thoughts
- Grammar and Mechanics Level JJ
- Using Capital Letters with Split Quotations

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Anticipating Counterarguments
- Writing Precisely
- Directing a Peer Review
- Owning Your Essay
- Writing Strategies Level LL
- Identifying and Rewriting Inflated Language
- Using Indirect Evidence
- Following up on Leads
- Using Indirect Evidence
- Narrowing Your Topic with Interesting Facts
- Writing Strategies Level MM
- Supporting Arguments with Additional Evidence
- Using Analogies to Clarify Your Ideas

**2.5 Write business letters.**

**PLATO Writing in the Workplace**

- Writing Business Forms
- Transferring Information
- Proceeding through Forms
- Writing Comments
- Writing Notes and Short Memos
- Starting with Your Purpose
- Requesting Action
- Giving Enough Detail
- Writing Business Letters
- Considering the Reader
- Describing Actions
- Moving Between Topics

**PLATO Writing Series**

- Applications- Writing Letters
- Writing Personal and Business Letters
- Addresses and Return Addresses
- Making Letters Look Right Review
- Letter of Application
- Filling Out an Application
- Giving the Employer Correct Information Review
- Using What You've Learned - Application
- Applications- Essay Writing
- The Writing Process
- From Ideas to Sentences
- Writing and Evaluating Essays
- Diction and Style
- Word Choice Errors

- Logic and Organization
- The Topic Sentence
- Unnecessary Sentences

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level II
- Understanding the Goals of the Assignment
- Addressing Different Perspectives
- Writing with Strong Modifiers
- Moving Beyond the Goals of the Assignment
- Writing Strategies Level JJ
- Stating Your Thesis
- Determining What Your Audience Knows

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Anticipating Counterarguments
- Directing a Peer Review
- Writing Strategies Level LL
- Identifying and Rewriting Inflated Language
- Capturing Interest with Anecdotes
- Monitoring Your Thesis
- Writing Strategies Level MM
- Supporting Arguments with Additional Evidence
- Varying Your Sentence Structures

**2.6 Write technical documents (e.g., a manual on rules of behavior for conflict resolution, procedures for conducting a meeting, minutes of a meeting).**

**PLATO Writing in the Workplace**

- Writing Meeting Documents
- Writing the Agenda
- Taking Meeting Notes
- Writing the Minutes
- Writing Reports
- Listing Ideas
- Organizing Ideas
- Writing Up Ideas

**PLATO Writing Series**

- Applications- Essay Writing
- The Writing Process
- Working with the Topic
- From Ideas to Sentences
- Revising and Editing
- Writing and Evaluating Essays

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Writing Strong Introductions
- Using Your Own Words to Develop Ideas
- Writing Strategies Level II
- Citing Information Sources

- Balancing Research with Original Ideas
- Writing with Strong Modifiers
- Writing Strategies Level JJ
- Devising a Research Plan
- Integrating Quotations into Your Writing
- Grammar and Mechanics Level JJ
- Using Capital Letters with Split Quotations

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Directing a Peer Review
- Owning Your Essay
- Writing Strategies Level LL
- Following up on Leads
- Using Indirect Evidence
- Writing for Tests
- Capturing Interest with Anecdotes
- Using Indirect Evidence
- Writing Strategies Level MM
- Writing Stronger Introductions
- Using Analogies to Clarify Your Ideas
- Writing Stronger Conclusions

**Written and Oral English Language Conventions**

**1.0 Written and Oral English Language Conventions**

***1.1 Identify and correctly use clauses (e.g., main and subordinate), phrases (e.g., gerund, infinitive, and participial), and mechanics of punctuation (e.g., semicolons, colons, ellipses, hyphens).***

**PLATO Writing Series**

- Grammar Series- Parts of Speech, Part I
- Nouns Review
- Grammar Series- Grammar
- Identifying Subjects
- Verbal Phrases
- Structure and Tone- Building and Using Sentences
- Identifying Phrases
- What Is a Clause?
- More About Phrases
- Different Kinds of Clauses
- Phrases and Clauses Review
- Sentence Structure
- Dependent and Independent Clauses

**PLATO Intermediate Writing Process and Practice**

- Grammar and Mechanics Level II
- Correcting Sentences Fragments – Verb Phrases

**PLATO Advanced Writing Process and Practice**

- Grammar and Mechanics Level KK
- Using Commas with Linking Words like "Because"
- Correcting Sentence Fragments – Subordinate Clauses
- Grammar and Mechanics Level LL
- Choosing the Best Linking Word to Join Clauses

***1.2 Understand sentence construction (e.g., parallel structure, subordination, proper placement of modifiers) and proper English usage (e.g., consistency of verb tenses).***

**PLATO Writing in the Workplace**

- Writing Business Letters
- Considering the Reader
- Writing Reports
- Writing Up Ideas

**PLATO Writing Series**

- Grammar Series- Parts of Speech, Part I
- What Is a Verb?
- Two Kinds of Verbs
- Parts of Verbs
- Some Strange Verbs
- Verbs and Tenses
- Verbs Review
- Nouns Review
- Personal Pronouns
- Grammar Series- Parts of Speech, Part 2
- Recognizing Adjectives
- More About Adjectives
- Identifying Adverbs
- More About Adverbs
- Adjectives and Adverbs Review
- Grammar Series- Grammar
- Recognizing Verbs
- Identifying Subjects
- Regular Verbs
- Modifiers of Meaning
- Verbal Phrases
- Confusing Verbs 2
- Subject and Verb Agreement
- Correct Use of Adjectives and Adverbs – Comparatives
- Structure and Tone- Building and Using Sentences
- What Is a Sentence?
- Parts of a Sentence

- Learning About Sentences Review
- Identifying Phrases
- What Is a Sentence Fragment?
- Run-on Sentences 1
- More About Sentences Review
- Word Usage
- Confusing Verbs 1
- Word Confusion Review
- Sentence Structure
- Sentence Fragments
- Dependent and Independent Clauses
- Run-on Sentences 2
- Parallel Structure within Sentences
- Awkward Sentence Structure
- Logic and Organization
- The Topic Sentence

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Combining Sentences to Make Your Writing Interesting
- Grammar and Mechanics Level II
- Keeping Past Tense Verbs Consistent
- Grammar and Mechanics Level JJ
- Using Commas with Certain Modifiers

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Emphasizing Ideas Using Parallel Structures
- Directing a Peer Review
- Grammar and Mechanics Level KK
- Using Linking Words with Parallel Structures
- Grammar and Mechanics Level MM
- Using the Subjunctive Verb Form "Were"

***1.3 Demonstrate an understanding of proper English usage and control of grammar, paragraph and sentence structure, diction, and syntax.***

**PLATO Writing in the Workplace**

- Writing Business Letters
  - Considering the Reader
  - Moving Between Topics
- Writing Reports
  - Organizing Ideas
  - Writing Up Ideas

**PLATO Writing Series**

- Structure and Tone- Building and Using Sentences
  - What Is a Sentence?
  - Parts of a Sentence
  - Learning About Sentences Review
  - What Is a Sentence Fragment?
  - Run-on Sentences 1
  - More About Sentences Review
- Diction and Style
  - Word Choice Errors
  - Using Figures of Speech in Writing
- Sentence Structure
  - Sentence Fragments
  - Run-on Sentences 2
  - Awkward Sentence Structure
- Logic and Organization
  - The Topic Sentence
  - Unnecessary Sentences
  - Order of Sentences in Paragraphs

- Improving Structure in Paragraphs
- Paragraph Development and Organization
- Applications- Essay Writing
  - Working with the Topic
  - From Ideas to Sentences
  - Writing and Evaluating Essays

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
  - Combining Sentences to Make Your Writing Interesting
- Writing Strategies Level II
  - Supporting Your Arguments with the Right Evidence
  - Writing with Strong Modifiers
- Writing Strategies Level JJ
  - Planning a Sequence of Ideas

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
  - Emphasizing Ideas Using Parallel Structures
  - Directing a Peer Review
- Writing Strategies Level LL
  - Identifying and Rewriting Inflated Language
- Writing Strategies Level MM
  - Varying Your Sentence Structures

***1.4 Produce legible work that shows accurate spelling and correct use of the conventions of punctuation and capitalization.***

**PLATO Writing Series**

- Mechanics Series- Mechanics
  - Spelling Rules
  - More Spelling Rules
  - Commonly Misspelled Words

***1.5 Reflect appropriate manuscript requirements, including title page presentation, pagination, spacing and margins, and integration of source and support material (e.g., in-text citation, use of direct quotations, paraphrasing) with appropriate citations.***

**PLATO Writing in the Workplace**

- Writing Reports
  - Listing Ideas
  - Organizing Ideas
  - Writing Up Ideas

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
  - Using Your Own Words to Develop Ideas
- Writing Strategies Level II
  - Citing Information Sources
  - Balancing Research with Original Ideas

- Writing Strategies Level JJ
  - Devising a Research Plan
  - Integrating Quotations into Your Writing

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
  - Owning Your Essay
- Writing Strategies Level LL
  - Following up on Leads
  - Documenting Information from Spoken Sources
  - Using Indirect Evidence

**Listening and Speaking**

**1.0 Listening and Speaking Strategies**

*1.1 Formulate judgments about the ideas under discussion and support those judgments with convincing evidence.*

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Level 11

**PLATO Communication Skills**

- Interpersonal Communication
- Speaking for Comprehension
- Presentations
- Information in Presentations

- Reasoning in Presentations

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level LL
- Documenting Information from Spoken Sources

*1.2 Compare and contrast how media genres (e.g., televised news, news magazines, documentaries, online information) cover the same event.*

**PLATO Communication Skills**

- Interpersonal Communication
- Speaking for Comprehension

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level LL
- Documenting Information from Spoken Sources

*1.3 Choose logical patterns of organization (e.g., chronological, topical, cause and effect) to inform and to persuade, by soliciting agreement or action, or to unite audiences behind a common belief or cause.*

**PLATO Writing Series**

- Logic and Organization
- Paragraph Development and Organization
- Applications- Essay Writing
- Working with the Topic
- Writing and Evaluating Essays

**PLATO Writing in the Workplace**

- Writing Meeting Documents
- Writing the Agenda
- Taking Meeting Notes
- Writing the Minutes
- Writing Reports
- Listing Ideas
- Organizing Ideas
- Writing Up Ideas

**PLATO Communication Skills**

- Presentations
- A Speaker's Preparation
- Attitude in Delivery
- A Speaker's Tools
- Action in Delivery
- Information in Presentations
- Reasoning in Presentations

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level II
- Citing Information Sources
- Balancing Research with Original Ideas
- Supporting Your Arguments with the Right Evidence
- Addressing Different Perspectives
- Using Compare/Contrast Problem/Solution Models

- Writing Strategies Level JJ
- Devising a Research Plan

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Anticipating Counterarguments
- Owning Your Essay
- Writing Strategies Level LL
- Following up on Leads
- Using Indirect Evidence
- Writing Strategies Level MM
- Supporting Arguments with Additional Evidence
- Using Analogies to Clarify Your Ideas

***1.4 Choose appropriate techniques for developing the introduction and conclusion (e.g., by using literary quotations, anecdotes, references to authoritative sources).***

**PLATO Writing Series**

- Applications- Essay Writing
- From Ideas to Sentences

**PLATO Communication Skills**

- Presentations
- A Speaker's Preparation
- Attitude in Delivery
- A Speaker's Tools
- Action in Delivery
- Information in Presentations
- Reasoning in Presentations

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Using Published Writing as a Model

- Writing Strong Introductions
- Choosing Your Point of View
- Writing Strategies Level JJ
- Planning a Sequence of Ideas

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Directing a Peer Review
- Writing Strategies Level LL
- Capturing Interest with Anecdotes
- Writing Strategies Level MM
- Writing Stronger Introductions
- Writing Stronger Conclusions

***1.5 Recognize and use elements of classical speech form (introduction, first and second transitions, body, conclusion) in formulating rational arguments and applying the art of persuasion and debate.***

**PLATO Writing Series**

- Applications- Essay Writing
- From Ideas to Sentences

**PLATO Communication Skills**

- Presentations
- Reasoning in Presentations

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Writing Strong Introductions

- Writing Strategies Level II
- Balancing Research with Original Ideas

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level LL
- Capturing Interest with Anecdotes
- Writing Strategies Level MM
- Writing Stronger Introductions
- Writing Stronger Conclusions

***1.6 Present and advance a clear thesis statement and choose appropriate types of proofs (e.g., statistics, testimony, specific instances) that meet standard tests for evidence, including credibility, validity, and relevance.***

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Level 11

**PLATO Communication Skills**

- Presentations
- A Speaker's Preparation

- Attitude in Delivery
- A Speaker's Tools
- Action in Delivery
- Information in Presentations
- Reasoning in Presentations

***1.7 Use props, visual aids, graphs, and electronic media to enhance the appeal and accuracy of presentations.***

**PLATO Communication Skills**

- Presentations
- A Speaker's Preparation
- Attitude in Delivery

- A Speaker's Tools
- Action in Delivery
- Information in Presentations
- Reasoning in Presentations

***1.8 Produce concise notes for extemporaneous delivery.***

**PLATO Intermediate Reading Strategies**

- Summarizing What's Important
- Summarizing What's Important in Literature
- Summarizing What's Important in Expository Text

**Text**

- Summarizing What's Important in More Expository Text

**PLATO Advanced Reading Strategies**

- Building Reading Skills
- Building Your Vocabulary
- Reading the Social Sciences
- A Strategy for Reading Social Sciences
- Reading Literature
- A Strategy for Reading Literature

- Reading History
- A Strategy for Reading History
- Reading Science
- A Strategy for Reading Science

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level JJ
- Devising a Research Plan

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level LL
- Documenting Information from Spoken Sources

***1.9 Analyze the occasion and interests of the audience and choose effective verbal and nonverbal techniques (e.g., voice, gestures, eye contact) for presentations.***

**PLATO Communication Skills**

- Interpersonal Communication
- The Process of Communication
- Listening for Interpretation

- Presentations
- Action in Delivery

***1.10 Analyze historically significant speeches (e.g., Abraham Lincoln's "Gettysburg Address," Martin Luther King, Jr.'s "I Have a Dream") to find the rhetorical devices and features that make them memorable.***

**PLATO Communication Skills**

- Presentations
- Reasoning in Presentations

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Using Published Writing as a Model

***1.11 Assess how language and delivery affect the mood and tone of the oral communication and make an impact on the audience.***

**PLATO Communication Skills**

- Presentations
- Action in Delivery

**PLATO Intermediate Writing Process and Practice**

- Grammar and Mechanics Level II
- Using the -ly Form of Modifiers

***1.12 Evaluate the clarity, quality, effectiveness, and general coherence of a speaker's important points, arguments, evidence, organization of ideas, delivery, diction, and syntax.***

**PLATO Communication Skills**

- Interpersonal Communication
- Speaking for Comprehension

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level LL
- Documenting Information from Spoken Sources

***1.13 Analyze the types of arguments used by the speaker, including argument by causation, analogy, authority, emotion, and logic.***

**PLATO Communication Skills**

- Interpersonal Communication
- Speaking for Comprehension
- Presentations
- Reasoning in Presentations

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level LL
- Documenting Information from Spoken Sources

## 2.0 Speaking Applications (Genres and Their Characteristics)

### 2.1 Deliver narrative presentations.

#### PLATO Advanced Reading Strategies

- Reading the Social Sciences
- Level 11

#### PLATO Communication Skills

- Interpersonal Communication
- The Process of Communication
- Listening for Interpretation
- Presentations
- A Speaker's Preparation
- Attitude in Delivery
- A Speaker's Tools
- Action in Delivery
- Information in Presentations
- Reasoning in Presentations

#### PLATO Writing Series

- Applications- Essay Writing
- The Writing Process
- From Ideas to Sentences

#### PLATO Intermediate Writing Process and Practice

- Writing Strategies Level HH
- Writing Strong Introductions

- Writing Strategies Level II
- Understanding the Goals of the Assignment
- Addressing Different Perspectives
- Writing with Strong Modifiers
- Moving Beyond the Goals of the Assignment
- Writing Strategies Level JJ
- Determining What Your Audience Knows

#### PLATO Advanced Writing Process and Practice

- Writing Strategies Level KK
- Anticipating Counterarguments
- Directing a Peer Review
- Writing Strategies Level LL
- Identifying and Rewriting Inflated Language
- Capturing Interest with Anecdotes
- Writing Strategies Level MM
- Writing Stronger Introductions
- Supporting Arguments with Additional Evidence
- Using Analogies to Clarify Your Ideas
- Writing Stronger Conclusions

### 2.2 Deliver expository presentations.

#### PLATO Advanced Reading Strategies

- A Reading Strategy
- Preparing for Review
- Putting It Together
- Reading the Social Sciences
- A Strategy for Reading Social Sciences
- Reading Literature
- A Strategy for Reading Literature
- Reading History
- A Strategy for Reading History
- Building Reading Skills
- Building Your Vocabulary

- Reading the Social Sciences
- Building Your Social Sciences Vocabulary
- Level 11

#### PLATO Communication Skills

- Presentations
- Information in Presentations

#### PLATO Writing Series

- Diction and Style
- Inappropriate Language

#### PLATO Advanced Writing Process and Practice

- Writing Strategies Level MM
- Illustrating Your Ideas with Visual Aids

### 2.3 Apply appropriate interviewing techniques.

#### PLATO Intermediate Reading Strategies

- Summarizing What's Important
- Summarizing What's Important in Literature
- Summarizing What's Important in Expository Text
- Summarizing What's Important in More Expository Text

- Reading Science
- A Strategy for Reading Science

#### PLATO Communication Skills

- Presentations
- Action in Delivery

#### PLATO Intermediate Writing Process and Practice

- Grammar and Mechanics Level II
- Using the -ly Form of Modifiers
- Writing Strategies Level JJ
- Devising a Research Plan

#### PLATO Advanced Writing Process and Practice

- Writing Strategies Level LL
- Documenting Information from Spoken Sources
- Writing Strategies Level MM
- Reviewing Your Own Work

***2.4 Deliver oral responses to literature.***

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Understanding the Social Sciences
- Level 11
- Level 12
- Reading Literature
- Understanding Literature

**PLATO Communication Skills**

- Presentations
- A Speaker's Preparation
- Attitude in Delivery
- A Speaker's Tools
- Action in Delivery
- Information in Presentations
- Reasoning in Presentations

***2.5 Deliver persuasive arguments (including evaluation and analysis of problems and solutions and causes and effects).***

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Level 11

**PLATO Communication Skills**

- Presentations
- Information in Presentations

- Reasoning in Presentations

**PLATO Intermediate Writing Process and Practice**

- Grammar and Mechanics Level II
- Using the -ly Form of Modifiers

***2.6 Deliver descriptive presentations.***

**PLATO Advanced Reading Strategies**

- Reading the Social Sciences
- Level 11

**PLATO Communication Skills**

- Presentations
- A Speaker's Preparation
- Attitude in Delivery
- A Speaker's Tools
- Action in Delivery
- Information in Presentations
- Reasoning in Presentations

**PLATO Intermediate Writing Process and Practice**

- Writing Strategies Level HH
- Choosing Your Point of View
- Grammar and Mechanics Level II
- Using the -ly Form of Modifiers

**PLATO Advanced Writing Process and Practice**

- Writing Strategies Level KK
- Extending Your Idea Inventory