

Week 8: US Civics and Culture

Students will be able to:	Necessary Vocabulary and Phrases
<ol style="list-style-type: none"> 1. Recognize U.S. symbols (e.g. flag) 2. Know basic U.S. geography 3. Identify historical persons 4. Know basic U.S. history 5. Know basic requirements of citizenship 6. Be aware of the U.S. Constitution 7. Know basics of U.S. Government 8. Know facts about our city and state 9. Discuss what we do in "free time" 10. Understand safety issues of "free time" 11. Know about important local events 12. Understand and use appropriate basic verbal and non-verbal language in social situations 13. Identify and use non-verbal expressions of emotion 14. Understand and use formal and informal polite /impolite social language 15. Understand U.S. concepts of "being on time" 16. Be able to discuss personal skills and accomplishments <p>Grammar Verb Focus</p> <ul style="list-style-type: none"> Ø Gram 2 – Regular verbs + contractions Ø Gram 3 – Auxiliary verb "do" / "do not" + contractions Ø Gram 4 – "Modal" verbs 	<p>*U.S. Holiday -It's a sunny day; June 3rd; Monday; asking and answering questions about the holiday; noon; twelve midnight; February; e.g. *"Free time" -Meet me at quarter after 3; movie starts at 6:15; "take" the bus; put your fare in the box, correct change; here's your "transfer"; I'm sorry; that's wonderful/too bad; congratulations; I'm leaving tomorrow; pardon me; excuse me; you're welcome; thank you; what do you do? Do you need a menu?; e.g. *Concepts of Time / Weather -Sunny day; 3 times a day; quarter after/to three; 6:15; February; Friday(s); twelve midnight/noon; June 3rd (third); once a week; 10 o'clock/10:00; tomorrow; weekly; e.g. *Giving / Following directions -To the left; on the corner; go in/out here; should I turn on/shut ___?; can you give me directions to the ___?; across the street; e.g. *Telephone technology -Please tell your son to call me, this is ___; will you accept a collect call?; I have the wrong number; please say that again; my number is ___; is this a person-to-person call?; ask for clarification or to have a question repeated; e.g.</p>

Goal	Level	Textbook Reference
<p>Goal #1: Recognize U.S. symbols</p>	<p>Literacy</p>	<p>The Basic Oxford Picture Dictionary, 2nd Ed. -- pp: 94, 95 - holiday-related vocabulary Celebrate with Us (Holidays and culture)</p>
	<p>Beginner 1</p>	<p>Citizenship: Passing the Test, 2nd Ed. -- pp: 5, 7, 8 - U.S. flag, p. 9 - National Anthem, p.17 Statue of Liberty, Matching symbols , p. 31 Thanksgiving, p. 95 U.S. holidays English Through Citizenship (Beginning Level) -- pp. 21-22 - elements of U.S. flag</p>
	<p>Beginner 2</p>	<p>English Through Citizenship: Student Book (Beginning Level) -- pp: 21-24 - American Symbols Citizenship Passing the Test -- pp: 5, 8, 17-18 - The flag, Statue of Liberty</p>
	<p>Intermediate 1</p>	<p>Twenty-Five Lessons in Citizenship, 100th Ed. -- pp: 14-17 - U.S. Flag, songs, holidays with Q&A. The Citizen’s Almanac, Pub. M-76, rev. 7/08 or 3/07 -- pp: 9-20 - anthems/poems, p. 21 - U.S. Flag, p. 22 - Pledge of Allegiance, pp. 24-26 - Great Seal & Motto of the U.S. The Statue of Liberty, by Mary Virginia Fox, 1985 -- text on origin, construction, restorations; with many pictures. Good for reading practice.</p>
	<p>Intermediate 2</p>	<p>English in Action 4 -- p: 190 - sample questions from Naturalization exam The Citizen’s Almanac, Pub. M-76, rev. 7/08 or 3/07 -- pp: 27-43 - Presidential & Historical Speeches</p>

Suggested games/activities for goal #1

- Games:
 - Game #46 - American Trivia Board Game
- Youtube Videos - go to the Online Resources Tab in the Curriculum Binder
- Hanging Files:
 - God Bless America (Lyrics)

- Visuals:
 - American Flag
 - "Declaration of Independence"
 - "Constitution of the United States"
 - "Emancipation Proclamation"
 - "US Currency Design" (poster in money section)

Goal	Level	Textbook Reference
<p>Goal #2: Know basic U.S. geography</p>	<p>Literacy</p>	<p>Citizenship: Passing the Test, 2nd Ed. -- pp: 6 - U.S. map</p> <p>The Basic Oxford Picture Dictionary, 2nd Ed. -- pp: 96-99 - world map and map of U.S.</p> <p>English in Action 1, 2nd Ed. -- pp: 73 - "in the north, in the south, etc." p. 75 - Locating major cities on a US map</p>
	<p>Beginner 1</p>	<p>Basic Oxford Picture Dictionary -- p: 98-99 - United States Map/List of all the states</p> <p>English through Citizenship: Student Book (Beginner 1 Level) -- pp: 45-48 - The geography of the United States</p>
	<p>Beginner 2</p>	<p>English Through Citizenship: Student Book (Beginning Level) -- p: 46 - Geography of the United States</p> <p>English in Action 2 -- pp: 28, Country of Immigrants</p> <p>Citizenship Passing the Test -- p: 6 - U.S. Map</p>
	<p>Intermediate 1</p>	<p>English in Action 3 -- pp: 48-63 - comprehensive geography information, 104-107 - comparing the geography of two cities</p>
	<p>Intermediate 2</p>	<p>Living in the United States, 7th Ed., 2002 -- pp.50-57 - States, US sections & people, geography & climate</p> <p>Oxford Picture Dictionary -- 1st Ed. pp. 122-123, 2nd Ed. pp. 200-201, regions of the US</p>

Suggested games/activities for goal #2

- Games:

- Game #45 - US map puzzle
- Game #47 - USA/Canada Geopuzzle
- Game #46 - 10 Days in the USA Board Game
- Game #44 - US States Flash Cards

- Youtube Videos - go to the Online Resources Tab in the Curriculum Binder

- Visuals:

- Poster: "Political Map of United States"
- Poster: "Geography Terms"
- Poster: "Population Map of the United States"
- Our Amazing World

- Hanging Files:

- U.S. Map

- Manipulators:

- Globe
- Authentic map ON WOOD of the United States cut on state lines

Goal	Level	Textbook Reference
Goal #3: Identify historical persons.	Literacy	English Through Citizenship, "Beginner 1" (pub'd as Literacy), 1989 -- pp. 25-28 - pictures and names of six famous presidents with matching exercises.
	Beginner 1	Citizenship: Passing the Test, 2nd Ed. -- pp: 66, 85 - Civil War/Civil Rights: Lincoln and Martin Luther King English Through Citizenship (Beginner 1 Level) -- pp. 33-36 - Geography of the United States
	Beginner 2	Citizenship Passing the Test -- pp: 26-36 - Native Americans and Columbus, pp: 40-56 - Revolutionary War English Through Citizenship (Beginner 2 Level) -- pp: 33-36 - Famous Presidents
	Intermediate 1	English Through Citizenship (Intermediate 1 Level) -- pp: 30 Activities D and E - Basic info on Lincoln, Washington, and MLK Jr.
	Intermediate 2	English in Action 4 -- pp: 28-29 - about Ben Franklin, p: 253 - prompt for activities/discussion Voices of Freedom -- pp: 176-177 " The Civil Rights Movement and Martin Luther King Jr." (Ss will learn about racial justice and MLK Jr. The Discussion Qs connect the movement to immigration and the legacy of discrimination) Introducing the USA - A Cultural Reader, Broukal & Murphy, 1993 -- p. 16 - ML King Jr, p. 22 - Abraham Lincoln, p.43 - Theodore Roosevelt, p. 49 - Harriot Tubman, p. 58 - Helen Keller, p. 67 - Thomas Edison, p. 73 - Jaime Escalante.j

Suggested games/activities for goal #3

- Games:
 - Game #46 - American Trivia Board Game

- Visuals:
 - "President's Day" poster
 - "Barack Obama" poster
 - "US Presidents" poster

Goal	Level	Textbook Reference
Goal #4: Know basic U.S. history	Literacy	Oxford Picture Dictionary, 2nd ed. -- pp: 198-199 - 1st Ed. pp.114-115 visuals and vocabulary of U.S. history with a timeline
	Beginner 1	Citizenship: Passing the Test, 2nd Ed. -- pp. 40-53, 76-81,84 - Revolutionary War, World War I, World War II, Civil Rights English Through Citizenship: Student Book (Beginning Level) --pp. 25-33, 85-88- Thanksgiving, Independence Day, Overview of U.S. History
	Beginner 2	English Through Citizenship (Beginning Level) -- pp. 26 Activities E and F - Independence Day, pp. 86-88 - Filling in dates of historical events and timeline activity Citizenship: Passing the Test -- pp. 26-34 - America's early history
	Intermediate 1	Voices of Freedom -- pp. 91-108 "Native Americans & Columbus," "The Colonies," "Thanksgiving" (Best readings for this topic. Describe what actually happened. All Qs/ Activities great for reading & historical comprehension, past tense verbs, vocab and civics discussion prompts)
	Intermediate 2	English in Action 4 -- pp. 20-21 (reading colonial times), 30-31 (reading about the pilgrims), 34-35 (questions about the readings), 252 (scripts of the conversations) Voices of Freedom -- pp. 91-108 - "Native Americans & Columbus," "The Colonies," "Thanksgiving" (Best readings for this topic. Describes what actually happened. All Qs/ Activities great for reading & historical comprehension, past tense verbs, vocab, and civics discussion prompts)

Suggested games/activities for goal #4

- Games:
 - Game #44 - United States Flash Cards
 - Game #46 - 10 Days in the USA

- Youtube Videos - go to the Online Resources Tab in the Curriculum Binder

- Visuals:
 - Emancipation Proclamation poster
 - Declaration of Independence poster
 - Presidents' Day

Goal	Level	Textbook Reference
Goal #5: Know basic requirements of citizenship	Literacy	Citizenship: Passing the Test, 2nd Ed. -- pp. 102-104 - visuals and examples of benefits of being a citizen, such as voting
	Beginner 1	English Through Citizenship: Student Book (Beginning Level 2) --pp. 61-64 - step-by-step process of how to become a citizen with pictures
	Beginner 2	English Through Citizenship (Beginning Level 1) -- pp.1-20 - Activities to practice for citizenship interview
	Intermediate 1	<p>Six Citizenship Skills & Knowledge Clusters (draft brochure; US Citizenship & Immigration Services) -- provides information on the process and the areas of knowledge that are required.</p> <p>US Citizen, Yes - Preparing for Citizenship, 3rd Ed., 2010 -- contains readings & quizzes on US history, constitution and requirements.</p>
	Intermediate 2	English in Action 4 -- pp. 180-183, 190-191) steps family take for citizenship and sample questions from the Naturalization exam)

Suggested games/activities for goal #5

- Visuals:
 - Pledge of Allegiance poster
 - U.S. Civics and Culture Materials
- Youtube Videos - go to the Online Resources Tab in the Curriculum Binder
- Hanging Files:
 - Citizenship Process
- Picture Books:
 - "English through Citizenship" Pg. 7 getting official documents

Goal	Level	Textbook Reference
Goal #6: Be aware of the U.S. Constitution	Literacy	English Through Citizenship: Student Book (Beginning Level) -- pp. 69-70 - Overview of the Constitution, basic rights and freedoms in pictures
	Beginner 1	English Through Citizenship: Student Book (Beginning Level) -- pp. 65-72 - Overview of the Constitution, basic rights and freedoms Citizenship: Passing the Test , 2nd ed. -- pp. 98-117 - Chapter about the Constitution: its creation, what it does, how it shaped U.S. government
	Beginner 2	English Through Citizenship (Beginning Level) -- pp. 65-68 - unit on the Constitution Citizenship Passing the Test -- pp. 98-114 - history of the Constitution with vocabulary, matching activities
	Intermediate 1	Future U.S. Citizens -- pp. 35-38 "Equal Rights" (Ss will learn how more people than white men got the right to vote, and women's role as citizens in the U.S.; Discussion Qs and definitions are great)
	Intermediate 2	

Suggested games/activities for goal #6

- Youtube Videos - go to the Online Resources Tab in the Curriculum Binder
- Visuals:
 - Constitution of the United States poster
- Hanging Files:
 - The Constitution

Goal	Level	Textbook Reference
Goal #7: Know basics of U.S. government	Literacy	English Through Citizenship: Student Book (Beginning Level) -- pp. 74-82 - <u>some</u> pictorial presentations of the branches and levels of government and services
	Beginner 1	English Through Citizenship (Beginner 2) -- pgs. 73-73 - overview of the federal government. pg. 77 - Branches of government and government officials
	Beginner 2	English Through Citizenship (Beginner) -- pp. 73-80 - branches of government, political parties Citizenship: Passing the Test -- pp. 11-16 - division of government from local to federal, political parties, elections, voting
	Intermediate 1	Citizenship: Passing the Test -- pgs. 162-168 - overview of the three branches and basic political documents
	Intermediate 2	Entry into Citizenship -- pgs. 100-110 - more detailed information about the Constitution and how laws are applied. pgs. 159-169 - division between federal and state government

Suggested games/activities for goal #7

- Youtube Videos - go to the Online Resources Tab in the Curriculum Binder
- Visuals:
 - United States Government

Goal	Level	Textbook Reference
Goal #8: Know facts about our city and state	Literacy	English in Action 1 -- pgs. 72-73 (describing a city vocabulary and activities), pg. 74 (describing a city)
	Beginner 1	English in Action 1 -- pp. 72-73, 83 - My City adjectives, locations, etc., My city writing practice. pg. 76, 78 - Comparing my city and others
	Beginner 2	English in Action 1 -- pg. 83 - Practice in reading and writing comprehension
	Intermediate 1	English in Action 3 -- pp.55-55 - draw a map of Maryland and mark significant cities and features, 58-61 - readings & excercises about Death Valley & California , 236-237 - readings & excercises about New York City and Miami, 249 - audio scripts about the US and Montana
	Intermediate 2	English in Action 4 - pg. 62 - comparing urban, suburban, and rural locations. pg. 64 - reading comprehension

Suggested games/activities for goal #8

- Youtube Videos - go to the Online Resources Tab in the Curriculum Binder
- Internet Activities:
 - Visit www.baltimore-maryland.org/history/baltimore-history.html and explore the interactive timeline about Baltimore City's history
 - Use the internet to find Baltimore's population, age, and other facts about the city

Goal	Level	Textbook Reference
Goal #9: Discuss what we do in our "free time"	Literacy	<p>Basic Oxford Picture Dictionary, 2nd Ed. -- pp. 92-95 - indoor/outdoor activities and celebrating holidays</p> <p>Oxford Picture Dictionary -- pp. 152-169 - places to go, outdoor activities, sports, hobbies/games, holidays</p> <p>Word by Word, 2nd Ed., Molinsky & Bliss -- pp.134-150 - similar to the OPD, includes musical instruments (p.150)</p>
	Beginner 1	<p>English in Action 1, 2nd Ed. -- pp. 202-203 - weekend plans</p> <p>Basic Oxford Picture Dictionary -- pp. 92-93 - Indoor and Outdoor activities</p>
	Beginner 2	<p>English in Action 2 -- p. 82 - describing how often you do an activity</p> <p>True Stories in the News -- pp. 61-64 - "This is the Place for Me" (Students will learn about a family of immigrants from the Soviet Union. Good way to talk about leisure time and cultural adjustment)</p> <p>The Pizza Tastes Great -- pp. 128 - 130 - taking a vacation to the beach with vocabulary, comprehension questions, and fill-in-the-blank exercises p. 131-133 - going for a family picnic with vocabulary, comprehension questions, and fill-in-the-blank exercises p. 137-139 - playing a soccer game with vocabulary, comprehension questions, and fill-in-the-blank exercises</p>
	Intermediate 1	<p>The Pizza Tastes Great Workbook -- p. 130-132, more practice for the reading on pp. 131-133 in The Pizza Tastes Great textbook about going on a family picnic, including true/false exercises and word review</p> <p>The Pizza Tastes Great Workbook -- pp. 133-136, more practice for the reading on pp. 134-136 in The Pizza Tastes Great textbook about going skiing, including true/false exercises and word review</p>
	Intermediate 2	<p>English in Action 4 -- pp.68-70 (leisure activities), 75-83 (hobbies), 100-111 and 114-115 (sports), 256-257 (scripts for activities). (All these are pictures and exercises.)</p> <p>Even More True Stories (2nd ed.) -- p.11 - "More Alike Than Different" - story about a cultural exchange program between the US and Russia with vocabulary and comprehension questions</p> <p>Choices: An ESL Lifeskills Series for Adults: Families and Schools -- p. 53-60 Different free time activities</p>

Suggested games/activities for goal #9

- Games:

- Game #11 - Build-A-Sentence
- Game #0 - Pictionary
- Game #14 - Actions Words
- Game #29 - 6-scene Sequencing Cards

- Visuals

- Various picture resources in black binders

Goal	Level	Textbook Reference
<p>Goal #10: Understand safety issues of "free time"</p>	<p>Literacy</p>	<p>Word by Word, 2nd Ed., Molinsky & Bliss -- pp.90-91 - first aid items & actions, 138-145 - includes safety/proper equipment for a variety of sports and indoor/outdoor activities</p> <p><u>Basic</u> Oxford Picture Dictionary, 2nd Ed. -- p. 65 - some first aid items,</p> <p>Oxford Picture Dictionary -- p.83 - first aid items & actions, p.161 - sports equipment, includes some safety equipment</p>
	<p>Beginner 1</p>	<p>See "Literacy" for picture dictionary safety actions/items</p> <p>Essential Vocabulary Survival Words -- many signs/symbols, a few of which apply to recreation, e.g. no swimming and no diving (pp.20, 23, 25)</p>
	<p>Beginner 2</p>	<p>The Pizza Tastes Great -- pp. 134 -136 - going skiing, discussing why it is dangerous, with vocabulary, comprehension question, and fill-in-the-blank exercises</p>
	<p>Intermediate 1</p>	<p>English in Action 3 -- pp. 192-207 - vocabulary and activities about crime</p> <p>More True Stories (2nd ed.) -- p. 11 - "The Train" - story about children playing on train tracks with vocabulary and comprehension questions, p.19 - "Oh Boy, What a Ride!" - story about child who drives his mother's car with vocabulary and comprehension questions, p. 75 - "A Long Fishing Trip" - story about a man who gets stranded at sea while on a fishing trip, with vocabulary and comprehension questions</p>
	<p>Intermediate 2</p>	<p>Discussion Starters -- pp. 104-109 - "Drinking and Driving" (Short paragraphs, activities and discussion for high-level students about drinking and driving. Good group activity.)</p> <p>Choices: An ESL Lifeskills Series for Adults: Families and Schools -- p.53-60 Dangers of certain free time activities</p>

Suggested games/activities for goal #10	
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Goal	Level	Textbook Reference
Goal #11: Know about important local events	Literacy	<p>Word by Word, 2nd Ed., Molinsky & Bliss -- p.164 - some US holidays</p> <p>Basic Oxford Picture Dictionary, 2nd Ed. -- p. 94-95 - some US holidays</p> <p>Oxford Picture Dictionary -- p.168 - some US holidays</p>
	Beginner 1	Refer to boards on wall for upcoming events and interesting information
	Beginner 2	English in Action 2 -- pp. 180-181 - Reading about a state fair with vocabulary
	Intermediate 1	<p>Easy English News -- pp.2-3 - each month's issue has a calendar and highlights holidays/events for that month</p> <p>Daily local newspapers as available will always have items on <u>local</u> events.</p>
	Intermediate 2	<p>Easy English News -- pp.2-3 - each month's issue has a calendar and highlights holidays/events for that month</p> <p>Daily local newspapers as available will always have items on <u>local</u> events.</p>

Suggested games/activities for goal #11

- Writing Activity:
 - Write out your first impression of Baltimore
 - Make a list of your favorite places to visit in Baltimore and why others should visit

- Internet Activity:
 - Visit www.baltimore.org on a laptop and find upcoming events in the area

Goal	Level	Textbook Reference
<p>Goal #12: Understand and use appropriate basic verbal and <u>non-verbal</u> language in social situations</p>	<p>Literacy</p>	<p>The Basic Oxford Picture Dictionary 2 ed. -- Consider using the image of the grocery store on pages 40-41 as a particular social situation requiring verbal and non-verbal language.</p>
	<p>Beginner 1</p>	<p>Interactive English 1A -- p: 2, 3, 8, 9 - Greetings, names, how are you, asking for names of others</p> <p>English in Action 1, 2nd ed. -- pp. 88-90 -- Maps of cities with government and business buildings -- Conversational questions about how to find locations on the map. -- p. 94 -- The Big Picture (Downtown) -- Image of people going about daily lives in a city, with some problems occurring (car accident).</p> <p>Speak Out in English 2nd ed. -- p. 8 -- Nice to Meet You -- Chart focusing on first and last name and greetings of introduction.</p>
	<p>Beginner 2</p>	<p>Interactive English 1B -- pp. 2-5 - Greetings and introductions</p>
	<p>Intermediate 1</p>	<p>Body English -- whole book - meaningful gestures by parts of the body - Small paperback on the top shelf, left above the dictionaries</p> <p>English in Action 3 -- p.182 - facial expressions, p.184 - could be used for some facial expressions/body language, p. 188 - picture & story about a tantrum.</p>
	<p>Intermediate 2</p>	<p>English in Action 4 -- pp. 154-155 (describing/recognizing emotion)</p> <p>American Manners & Customs -- whole book - newcomers guide - Small paperback on the top shelf, left above the dictionaries</p>

Suggested games/activities for goal #12

- Games:

- Game #11 - Build-A-Sentence
- Game #9 - My Word! Junior
- Game #8 - Flash Cards Tarjetas
- Game #1.5 Vowels and Vowel Teams Flash Cards

- Writing Activities:

- Write a dialogue together or have students write their own. Double check comprehension. Use choral/individual repetition for pronunciation.
- *Get With It*: expressions and idioms
- *Speaking Naturally*

- Speaking Activities:

- Understanding basic gestures-make sure Ss can understand the following: hand shake, head nod/shake (yes/no), and shrug (I don't know)
- Ask student(s) to describe situations (in past and present) in which a person would use different kinds of nonverbal communication (e.g. smile, frown, rolling eyes, shrug, wave, anger, sighing,etc)

Goal	Level	Textbook Reference
Goal #13: Identify and use non-verbal expressions of emotion	Literacy	Basic Oxford Picture Dictionary -- pg. 18 - feelings
	Beginner 1	Body English A Study of Gestures -p.1-4 Introduction
	Beginner 2	American Manners & Customs -- pp.26 and 70 (body language to express emotion) Body English A Study of Gestures -p. 5-8 (the hand) p.11-14 (the eyes) p.18-21 (the hands)
	Intermediate 1	English in Action 3 -- pp. 182 (pictures and questions about them and feelings) Body English A Study of Gestures -p.91-92
	Intermediate 2	English in Action 4 -- pp. 154-155 (describing/ recognizing emotion) Body English A Study of Gestures -p.81-83 Gesture Review Body English A Study of Gestures - p.86-90 General Exam

Suggested games/activities for goal #13

- Games:
 - Game #11 - Build-A-Sentence
 - Game #40 - Guess Who?

- Manipulatives:
 - Mirror

- Visuals:
 - Feelings (under #3: Neighborhood)

Goal	Level	Textbook Reference
Goal #14: Understand and use formal and informal polite/impolite social language	Literacy	Oxford Picture Dictionary -- p.8 - greetings, compliments, apologies, etc.
	Beginner 1	English in Action 1 -- pp.2-16 - basic greetings, introductions, goodbyes
	Beginner 2	English in Action 2 -- pp.2-16 - basic greetings, introductions, questions Around Town Situational Conversation Practice -- book covers greetings, general conversation and much more with practice exercises
	Intermediate 1	Around Town Situational Conversation Practice -- book covers greetings, general conversation and much more with practice exercises American Manners and Customs-1, A Guide for Newcomers -- book covers phrases and customs in a wide variety of situations
	Intermediate 2	Whaddaya Say? -- practice in relaxed speech and informal contractions Speaking Naturally -- this book uses dialogs and exercises to social language for a wide variety of social situations Living with Strangers in the U.S.A., Communicating Beyond Culture -- this book uses stories and exercises to increase vocabulary and understanding of both US and other cultures.

Suggested games/activities for goal #14

- Games:
 - Game #11 - Build-A-Sentence
 - Game #9 - My Word Jr
 - Game #38 - Analogies

Goal	Level	Textbook Reference
<p>Goal #15: Understand U.S. concepts of "being on time"</p>	<p>Literacy</p>	<p>Basic Oxford Picture Dictionary, 2nd ed -- pp. 6-7 times of day, reading a clock</p> <p>Oxford Picture Dictionary, 2nd ed. -- pp. 18-21 times of day, reading a clock, "early," "on time," "late," calendar; pp.38-39 daily routines with times</p>
	<p>Beginner 1</p>	<p>Oxford Picture Dictionary, 2nd ed. -- pp. 18-21 times of day, reading a clock, "early," "on time," "late," calendar; pp.38-39 daily routines with times</p> <p>English in Action 1 -- pp.123-127 daily schedules, telling time, work schedules</p>
	<p>Beginner 2</p>	<p>English in Action 2 -- p. 36 - telling time</p> <p>Conversations for Work -- p. 38-43 Importance of being on time/what to say when you are late</p>
	<p>Intermediate 1</p>	<p>English in Action 3 -- p. 21 - activity with time expressions</p> <p>Choices...Families and Schools -- pp.13-15 "You're Late" a unit on "supposed to," "should," "until"</p>
	<p>Intermediate 2</p>	<p>Our Own Journeys: Readings for Cross-Cultural Communication - pg. 86 - Expectations for time management in the business world</p> <p>Choices...Families and Schools -- pp.13-15 "You're Late" a unit on "supposed to," "should," "until"</p> <p>American Manners and Customs -- pg. 46 - Etiquette for being on time to a dinner reservation</p> <p>Choices: An ESL Lifeskills Series for Adults: Families and Schools -- p.14-16 Importance of being on time</p>

Suggested games/activities for goal #15

- Games:
 - #18 - Telling Time
 - #20 - Judy Clocks

- Speaking Activities:
 - Discuss what time you should arrive at different events, including...
 - Business meeting
 - Family Party
 - Class

Goal	Level	Textbook Reference
Goal #16: Be able to discuss personal skills and accomplishments	Literacy	Basic Oxford Picture Dictionary, 2nd Ed -- pp.82-89 occupations and at work Oxford Picture Dictionary, 2nd Ed -- pp.166-185 covers a variety of work sites and occupations requiring different skills
	Beginner 1	Oxford Picture Dictionary, 2nd Ed -- pp.166-185 covers a variety of work sites and occupations requiring different skills English in Action 1 -- pp. 120-123 various occupations and related verbs
	Beginner 2	English in Action 2 -- p. 184 - discussing accomplishments such as graduation, p. 201 - vocabulary such as anniversaries and weddings
	Intermediate 1	English in Action 3 -- pp. 218-220 - how to read a resume, talk about student's resume
	Intermediate 2	English in Action 4 - p. 138-143 - understanding/ discussing job performance

Suggested games/activities for goal 16

- Games:
 - Game #11 - Build-A-Sentence
 - Game #40 - You've Been Sentenced
 - Game #2 - Story Cubes
 - Game #10 - Cathy's Cards
 - Game #30 - Cathy's Job Interview Cards