

What to teach Students at each Proficiency Level

WHAT TO TEACH THE LITERACY LEVEL STUDENT

Pre- Beginning or Literacy

Literacy level students (Ss) are non-English speakers with minimal or no reading and writing skills in any language. For this level, the Volunteer-Teacher (V-T) should focus on teaching Ss to identify, read, write, and use letters and numbers. Ss learn to apply sound/ symbol relationships to decode simple print material and to recognize common words relating to personal information and intermediate needs. Asking and responding to simple questions, expressing lack of understanding, and requesting repetition is also stressed. Ss begin to use the present tense of common verbs, and to correctly employ subject pronouns and distinguish between singular and plural.

Upon successful completion of this level, Ss will be able to:

1. recognize letters of the alphabet, cardinal, and ordinal numbers
2. identify upper and lower case letters and numbers 0-100
3. write upper and lower case letters and numbers 0-100
4. apply sound/symbol relationships to decode letters of the alphabet
5. apply sound/symbol relationships to decode consonant blends and short words
6. recognize in print and write personal information words
7. recognize simple words and phrases related to immediate needs
8. interpret simple signs and symbols in environment
9. recognize and use basic survival vocabulary, greetings, and polite expression
10. ask and respond to very simple questions in familiar contexts
11. produce simple statements
12. express lack of understanding
13. respond to simple requests for repetition
14. read and write dates and analog/ digital clock times
15. begin to recognize and practice syllable stress in numbers, days, and months
16. identify U.S. coins and currency and values
17. read prices and write money amounts
18. read and write simple learned sentences
19. demonstrate a beginning understanding of subject pronouns
20. demonstrate a beginning understanding of yes/no questions in present tense
21. demonstrate beginning understanding of affirmative/ negative statements with “be” and “do”
22. demonstrate a beginning understanding of singular/ plural

WHAT TO TEACH THE LOW BEGINNER (BEGINNER 1) STUDENT

Low Beginning or Beginner 1

Low beginning students (Ss) have the ability to understand and produce simple greetings and phrases, and to decode numbers and letters in English. In this level, they will learn to recognize and respond to simple questions, to ask for repetition and clarification, and to follow simple written instructions. Ss will also give and follow simple geographical directions, complete simple forms, address envelopes, and use the telephone. The Volunteer-Teacher (V-T) will focus on basic life skills including understanding, asking, and responding to questions and statements related to topics such as weather, family, employment, shopping, and emergencies.

Upon successful completion of this level, students will be able to:

1. Demonstrate comprehension of words when spelled or dictated; spell familiar words
2. Produce and respond to greetings and polite expressions in routine and familiar settings
3. Follow and give 1 step directions and instructions
4. Identify expressions indicating lack of understanding
5. Recognize and respond to requests for repetition
6. Apply sound/ symbol relationships to decode and write familiar words
7. Recognize days, months, and times
8. Write dates
9. Write personal information
10. Complete short, simplified forms
11. Interpret simple signs including bus, train, and street numbers
12. Address an envelope
13. Read and write simple sentences, lists, and personal schedules
14. Identify names of food, clothing and other common items
15. Ask for and read the price of food, clothing or other items in a store
16. Call 911 and read emergency words
17. Use a simple map to locate a place
18. Identify occupations
19. Demonstrate beginning understanding of simple yes/no and WH questions and responses
20. Demonstrate beginning understanding of simple present, past and present continuous verbs
21. Demonstrate beginning understanding of singular/plural and subject-verb agreement

WHAT TO TEACH THE HIGH BEGINNER (BEGINNER 2) STUDENT

High Beginning or Beginner 2

High beginning students (Ss) can produce and respond to greetings and polite expressions express lack of understanding, and ask for and respond to requests. They are able to give and follow one-step directions and express lack of understanding. The Volunteer-Teacher (V-T) should focus on competencies related to health, emergencies, community places and activities, descriptions, and work. Ss begin to utilize the simple past tense, singular/plural, subject-verb agreement, and possessive adjectives.

Upon successful completion of this level, students will be able to:

1. Express lack of understanding and ask for repetition
2. Provide personal information orally and on simple forms and applications
3. Describe basic health problems and symptoms
4. Follow simple instructions during a health visit
5. Follow simple directions for using medication
6. Make an appointment
7. Report an emergency
8. Recognize and utilize services of the library, post office, and bank
9. Utilize the telephone
10. Read and ask about store signs, aisle numbers, and store hours
11. Ask for bus, train, or plane destinations
12. Follow simple written instructions
13. Follow geographical directions on simple map
14. Scan for specific information on familiar documents
15. Read and write a short simplified paragraph on a single topic with familiar vocabulary
16. Write lists, simple notes and messages, and complete a simplified job application
17. Recognize, form, and answer simple WH and yes/no questions
18. Utilize simple present and past tenses and present continuous tense.
19. Utilize correct subject-verb agreement
20. Recognize and use simple prepositions of time and place
21. Recognize and use possessive adjectives and demonstrative adjectives

WHAT TO TEACH THE LOW INTEMEDATE (INTERMEDIATE 1) LEVEL STUDENT

Intermediate

Intermediate students (Ss) can satisfy basic survival needs and very routine social demands in listening and speaking, especially related to their needs, although often have difficulty with comprehensibility with native U.S. speakers. They may be able to read and interpret simple materials on familiar topics. They can fill out forms requiring basic personal information and write simple, short notes and messages based on familiar situations. The Volunteer-Teacher (V-T) should focus on increasing comprehensibility with familiar and unfamiliar contexts. Competencies should relate to topics such as workplace, Civics, and life goals. Ss begin to use past tense (irregular verbs), future, past continuous, modals, and gerunds.

Upon successful completion of this level, Ss will be able to:

1. Respond to statements, questions, and commands using familiar vocabulary.
2. Respond to and participate in simple social conversation in familiar contexts
3. Follow and give two-step directions and instructions.
4. Express lack of understanding and ask for repetition or clarification.
5. Use context clues to get main ideas and to identify details.
6. Apply simple context clues to determine the meaning of new words.
7. Locate a word, number, or item in alphabetical or numerical order.
8. Complete simple authentic forms including an application.
9. Write out simple instructions and direction to a familiar location
10. Identify main idea, chronological order, and simple transitions in texts on familiar subjects.
11. Write short notes and simple letters
12. Write a descriptive paragraph on a familiar topic
13. Understand and utilize work-related vocabulary
14. Discuss basic health information and problems
15. Describe people
16. Communicate on the telephone; take and give telephone messages
17. Talk about buying and exchanging clothing, food and other items
18. Use the simple past and future tense
19. Recognize and use present perfect tense in high frequency situations
20. Utilize comparative and superlative adjectives
21. Utilize simple modals in affirmative/negative