

TEXAS STANDARDIZED CURRICULUM FRAMEWORK
Adult Secondary Education (G.E.D.) _____ Language Arts – Writing _____ LCP _____ M _____

Student Name: _____ Student ID Number: _____

Entry Date: _____ Completion Date: _____

The student is able to ...

Standard 1.01 Apply basic rules of mechanics, including capitalization, punctuation, and spelling	
Date: _____ Instructor: _____	
1.01.1	Uses appropriate punctuation in written documents
1.01.2	Uses appropriate capitalization.
1.01.3	Identifies and uses correct possessive and plural forms of nouns
1.01.4	Revises sentences, paragraphs, and essays to eliminate errors in mechanics, spelling, and capitalization
1.01.5	Applies correct rules of spelling, including contractions and possessives
1.01.6	Produces final documents that have been edited for basic rules of mechanics

Standard 1.02 Apply basic rules of grammar usage, including use of verbs, nouns, pronouns and modifiers	
Date: _____ Instructor: _____	
1.02.1	Produces final documents that have been edited for <ul style="list-style-type: none"> • correct sentence formation, including parallel structure • consistency in verb tense • correct use of regular and irregular verbs • correct use of forms of pronouns • correct instances of possessives, subject/verb agreement, modifiers, instances of noun/pronoun agreement, and the intentional use of fragments for effect • correct formatting

Standard 1.03 Apply basic rules of sentence structure, including phrases, clauses, and sentences	
Date: _____ Instructor: _____	
1.03.1	Identifies and eliminates fragments and run-on sentences.
1.03.2	Produces final documents that have been edited for: <ul style="list-style-type: none"> • variety in sentence structure • appropriate use of transitions, word choice, and sentence structure • correct application of conventional rules of usage within sentences and paragraphs • revision of written composition and other written communications to correct errors in grammar, usage, capitalization, punctuation, modifiers, and sentence structure • revisions of dangling and misplaced modifiers such as phrases, clauses, and the intentional use of fragments for effect, and clear and effective sentences

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Standard 1.04 Plan and compose well-organized writing samples on a given topic, utilizing the rules of Edited American English grammar and spelling.	
Date: _____ Instructor: _____	
1.04.1	Selects and uses appropriate prewriting strategies, such as brainstorming, graphic organizers, and outlining
1.04.2	<p>Drafts and revises writing that:</p> <ul style="list-style-type: none"> • is focused, purposeful, and reflects insight into the writing situation • has an organizational pattern that provides for a logical progression of ideas • has effective use of transitional devices that contribute to a sense of completeness • has support that is substantial, specific, relevant, and concrete • demonstrates a commitment to and involvement with the subject • uses creative writing strategies as appropriate to the purpose of the paper • demonstrates a mature command of language with precision of expression • has varied sentence structure <p>has few, if any, conventional errors in mechanics, usage, punctuation, and spelling</p>
1.04.3	<p>Produces final documents that have been edited for:</p> <ul style="list-style-type: none"> • correct spelling; and correct punctuation, including commas, colons, and common use of semicolons • correct capitalization; and correct sentence formation • correct instances of possessives, subject/verb agreement, instances of noun/pronoun agreement, and the intentional use of fragments for effect • correct formatting that appeals to readers, including appropriate use of a variety of graphics, tables, charts, and illustrations in both standard and innovative forms

1.04.4	Analyzes essay topics for clarity of intent.
1.04.5	Edits written work to eliminate errors in spelling, sentence structure, usage, punctuation, and mechanics
1.04.6	Makes appropriate revisions and writes the final draft of an essay.
1.04.7	Composes writing that employs logical and sequential thought patterns
1.04.8	Writes for a variety of occasions, audiences, and purposes, making appropriate choices regarding style, tone, level of detail, and organization
1.04.9	Makes appropriate adjustments in language use for social, academic, and life situations, demonstrating sensitivity to gender and cultural bias
1.04.10	Writes and edits a variety of essays to determine viewpoint, development, unity, and relevance

Standard 1.05 Demonstrate the ability to compose workforce skills documents (i.e., letter of intent, resumes, employment applications, job descriptions, interview questions and responses, insurance forms, and consumer concerns)	
Date: _____ Instructor: _____	
1.05.1	Writes text, notes, outlines, comments, and observations that demonstrate comprehension and synthesis of content, processes, and experiences from a variety of media
1.05.2	<p>Applies planning methods to decision-making related to life and work roles:</p> <ul style="list-style-type: none"> • completes, with accuracy, a variety of forms used in the workplace • writes a variety of business letters and other documents • writes a variety of instructions requiring clear directions • uses appropriate note-taking skills • prepares a resume • develops and responds to a variety of interview questions

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Standard 1.06	
Demonstrate the ability to write a well organized essay of approximately 200 words on a given topic, utilizing the rules of Edited American English grammar, spelling, and mechanics	
Date: _____ Instructor: _____	
1.06.1	Selects and uses appropriate prewriting strategies, such as brainstorming, graphic organizers, and outlining
1.06.2	<p>Drafts and revises writing that:</p> <ul style="list-style-type: none"> • is focused, purposeful, and reflects insight into the writing situation • has an organizational pattern that provides for a logical progression of ideas • has effective use of transitional devices that contribute to a sense of completeness • has support that is substantial, specific, relevant & concrete • demonstrates a commitment to & involvement with the subject • uses creative writing strategies as appropriate to the purpose of the paper • demonstrates a mature command of language with precision of expression • has varied sentence structure • has few, if any, conventional errors in mechanics, usage, punctuation, and spelling