

# SCOPE AND SEQUENCE

Unit, Title, Pages	Theme	Career Clusters and Occupations	Language Functions	College and Career Readiness Skills	Informational Text	Critical Thinking, Problem Solving, and Paraphrasing
<b>Unit 1</b> <b>Park Here!</b> Pages 14–19	<ul style="list-style-type: none"> <li>Moving up a career ladder</li> </ul>	Transportation: transportation operations <ul style="list-style-type: none"> <li>Parking lot attendant</li> <li>Automotive service technician and mechanic</li> </ul>	<ul style="list-style-type: none"> <li>Discuss setting educational and career goals</li> <li>Talk about getting a better job</li> <li>Talk about moving up a career ladder</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about working as a parking lot attendant</li> <li>Internet research: career ladders</li> </ul>	<ul style="list-style-type: none"> <li>Read about moving up a career ladder</li> <li>Read an automotive service technician job description</li> </ul>	<ul style="list-style-type: none"> <li>Paraphrasing</li> </ul>
<b>Unit 2</b> <b>Don't Forget to Brush Your Teeth</b> Pages 20–25	<ul style="list-style-type: none"> <li>Dental health care</li> <li>Explore occupations</li> </ul>	Health sciences: therapeutic services <ul style="list-style-type: none"> <li>Dental hygienist</li> <li>Dentist</li> </ul>	<ul style="list-style-type: none"> <li>Talk about dental health</li> <li>Talk about exploring a career cluster</li> <li>Discuss finding a good job</li> <li>Discuss the educational requirements for a job</li> <li>Talk about finding a part-time job</li> <li>Talk about transferable skills</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about a job you want to have in the future</li> </ul>	<ul style="list-style-type: none"> <li>Read about exploring career clusters</li> </ul>	<ul style="list-style-type: none"> <li>Critical thinking: matching</li> <li>Critical thinking: finding a job</li> </ul>
<b>Unit 3</b> <b>A Cable TV Problem</b> Pages 26–31	<ul style="list-style-type: none"> <li>Problem solving</li> <li>Troubleshooting</li> </ul>	Information technology: network systems <ul style="list-style-type: none"> <li>Cable TV service technician</li> </ul> Manufacturing: maintenance and repair <ul style="list-style-type: none"> <li>Appliance repair technician</li> </ul>	<ul style="list-style-type: none"> <li>Talk about working as a cable television service technician</li> <li>Talk about on-the-job training</li> <li>Talk about troubleshooting a problem</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about on-the-job training</li> <li>Internet research: on-the-job training</li> </ul>	<ul style="list-style-type: none"> <li>Read a job description for a cable television service technician</li> <li>Read about on-the-job training</li> </ul>	<ul style="list-style-type: none"> <li>Solve problems</li> </ul>

Unit, Title, Pages	Theme	Career Clusters and Occupations	Language Functions	College and Career Readiness Skills	Informational Text	Critical Thinking, Problem Solving, and Paraphrasing
<b>Unit 4</b> <b>Operator of the Year</b> Pages 32–37	<ul style="list-style-type: none"> <li>Customer service</li> <li>Safe driving</li> <li>Punctuality</li> </ul>	Transportation: operations <ul style="list-style-type: none"> <li>Bus driver</li> <li>Delivery driver</li> </ul>	<ul style="list-style-type: none"> <li>Talk about education, training, and licensing requirements for jobs</li> <li>Discuss occupations with increasing opportunities</li> <li>Talk about working as a bus driver</li> <li>Talk about a job you want to research</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about a job you want to research</li> </ul>	<ul style="list-style-type: none"> <li>Read a chart of growing occupations</li> <li>Read a job description for a bus driver</li> </ul>	<ul style="list-style-type: none"> <li>Solve problems</li> </ul>
<b>Unit 5</b> <b>Think Positively</b> Pages 38–43	<ul style="list-style-type: none"> <li>Customer service</li> <li>Goal setting</li> </ul>	Business management: beauty salon <ul style="list-style-type: none"> <li>Salon owner</li> <li>Cosmetologist</li> </ul>	<ul style="list-style-type: none"> <li>Talk about setting educational and career goals</li> <li>Establish language, career, and personal goals</li> <li>Discuss your plan to reach your goals</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about setting goals and making a plan</li> <li>Internet research: educational and career goals</li> </ul>	<ul style="list-style-type: none"> <li>Read about setting educational and career goals</li> </ul>	<ul style="list-style-type: none"> <li>Critical thinking: make a plan to reach educational and career goals</li> </ul>
<b>Unit 6</b> <b>How Can I Help You?</b> Pages 44–49	<ul style="list-style-type: none"> <li>Job preferences</li> <li>Comparing two jobs</li> </ul>	Marketing: sales, service <ul style="list-style-type: none"> <li>Customer service representative</li> <li>Insurance agent</li> </ul>	<ul style="list-style-type: none"> <li>Talk about deciding between two jobs</li> <li>Talk about telephone customer service</li> <li>Talk about job preferences</li> <li>Compare two different jobs</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about a job you would like to have</li> </ul>	<ul style="list-style-type: none"> <li>Read a chart comparing two jobs</li> <li>Read tips for good customer service</li> </ul>	<ul style="list-style-type: none"> <li>Critical thinking: evaluate job preferences</li> <li>Critical thinking: compare two jobs</li> </ul>

Unit, Title, Pages	Theme	Career Clusters and Occupations	Language Functions	College and Career Readiness Skills	Informational Text	Critical Thinking, Problem Solving, and Paraphrasing
<b>Unit 7</b> <b>Taking an Image</b> Pages 50–55	<ul style="list-style-type: none"> <li>Inventory of skills, work experience, and work preferences</li> <li>Choosing the right job</li> </ul>	<ul style="list-style-type: none"> <li>Health sciences: therapeutic services <ul style="list-style-type: none"> <li>MRI technician</li> <li>Radiologist</li> </ul> </li> <li>Health sciences: informatics <ul style="list-style-type: none"> <li>Medical secretary</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Talk about personal interests and job skills</li> <li>Participate in a conversation about job skills</li> <li>Discuss on-the-job issues</li> <li>Talk about working as a medical secretary</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Write about your skills, experience, and preferences</li> <li>Internet research: MRI technician schools</li> </ul>	<ul style="list-style-type: none"> <li>Read about a career inventory</li> </ul>	<ul style="list-style-type: none"> <li>Follow directions</li> <li>Career inventory: soft and hard job skills</li> <li>Solve problems</li> <li>Paraphrasing</li> </ul>
<b>Unit 8</b> <b>Scheduling an Appointment</b> Pages 56–61	<ul style="list-style-type: none"> <li>Communication and organizational skills</li> </ul>	<ul style="list-style-type: none"> <li>Business: business management <ul style="list-style-type: none"> <li>Receptionist</li> </ul> </li> <li>Construction <ul style="list-style-type: none"> <li>Foreman</li> <li>Contractors</li> <li>Construction workers</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Talk about communication and organizational skills on the job</li> <li>Talk about a problem at work</li> <li>Discuss having a positive attitude</li> <li>Talk about working as a front desk receptionist</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Internet research: front desk receptionist jobs</li> </ul>	<ul style="list-style-type: none"> <li>Read about the skills a receptionist needs</li> <li>Read a front desk receptionist's job description</li> </ul>	<ul style="list-style-type: none"> <li>Solve problems</li> </ul>
<b>Unit 9</b> <b>Satisfied Customers</b> Pages 62–67	<ul style="list-style-type: none"> <li>Customer service</li> </ul>	<ul style="list-style-type: none"> <li>Hospitality: travel and tourism <ul style="list-style-type: none"> <li>Hotel front desk agent</li> <li>Hotel manager</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Discuss asking for time off</li> <li>Talk about hotel customer service</li> <li>Talk about resolving customer complaints</li> <li>Talk about working flexible hours</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about working in hotel customer service</li> </ul>	<ul style="list-style-type: none"> <li>Read hotel customer service tips</li> <li>Read an online job description for a hotel front desk agent</li> </ul>	<ul style="list-style-type: none"> <li>Solve problems</li> </ul>

Unit, Title, Pages	Theme	Career Clusters and Occupations	Language Functions	College and Career Readiness Skills	Informational Text	Critical Thinking, Problem Solving, and Paraphrasing
<b>Unit 10</b> <b>We Sell What We Grow</b> Pages 68–73	<ul style="list-style-type: none"> <li>Lifelong learning</li> </ul>	Agriculture: food <ul style="list-style-type: none"> <li>Farmers</li> </ul>	<ul style="list-style-type: none"> <li>Discuss working on a farm</li> <li>Talk about learning new information</li> <li>Talk about lifelong learning</li> <li>Discuss learning about water conservation</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Retell a story</li> <li>Build vocabulary</li> <li>Write about learning something new at school or at work</li> <li>Internet research: learn something new about farming</li> </ul>	<ul style="list-style-type: none"> <li>Read about lifelong learning</li> </ul>	<ul style="list-style-type: none"> <li>Critical thinking: comparing</li> </ul>
<b>Unit 11</b> <b>Pay the Bills</b> Pages 74–79	<ul style="list-style-type: none"> <li>Medical billing</li> <li>Accuracy</li> </ul>	Business: business management <ul style="list-style-type: none"> <li>Medical billing clerk</li> <li>Office manager</li> </ul>	<ul style="list-style-type: none"> <li>Discuss the importance of being accurate at work</li> <li>Talk about working online</li> <li>Talk about learning medical billing</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about working as a medical biller</li> </ul>	<ul style="list-style-type: none"> <li>Read about medical billing and checking for accuracy</li> <li>Read an online medical billing clerk job description</li> </ul>	<ul style="list-style-type: none"> <li>Solve problems</li> </ul>
<b>Unit 12</b> <b>To Your Health!</b> Pages 80–85	<ul style="list-style-type: none"> <li>Working in a community health clinic</li> <li>Flexibility at work</li> </ul>	Health sciences: therapeutic services <ul style="list-style-type: none"> <li>Registered nurse</li> <li>Doctor</li> <li>Medical receptionist</li> </ul>	<ul style="list-style-type: none"> <li>Discuss the changing technology of the workplace</li> <li>Talk about adapting to changing technology</li> <li>Talk about being flexible at work</li> </ul>	<ul style="list-style-type: none"> <li>Read closely</li> <li>Respond to text-dependent questions</li> <li>Cite evidence</li> <li>Build vocabulary</li> <li>Retell a story</li> <li>Write about being flexible on the job</li> </ul>	<ul style="list-style-type: none"> <li>Read about the job outlook for registered nurses</li> <li>Read about employees who are flexible</li> </ul>	<ul style="list-style-type: none"> <li>Self inventory: flexibility</li> </ul>