

Cambridge University PressFlorida Adult Education correlations with *Ventures*, Level 2

Note: Possible correlations with teacher assistance are written with parenthetical explanations following.

COMMUNICATION	
HIGH BEGINNING	Ventures 2
3.01. 01 Describe physical features and personal traits of self and others.	Unit 1, Lessons A - F
3.01. 02 Use polite expressions to acknowledge invitations, courtesies and good and bad news.	Unit 9, Lesson E Unit 10, Lessons B, C, E
3.01. 03 Act out a mini-conversation about everyday activities and likes & dislikes of self and others.	Unit 1, Lessons C, F Unit 3, Lessons B, C, D, F Unit 8, Lesson B
3.01. 04 Recognize inappropriate body language that hinders communication.	n/a
3.01. 05 Interpret information about weather and seasons	n/a
3.01.06 ☞ Demonstrate ability to use different types of telephone services. <i>VOCABULARY</i> directory assistance, operator assistance, calling cards, cellular telephone and internet access	n/a
3.01. 07 ☞ Take a written message on an office form.	n/a
3.01. 08 Identify various phone services that are available at additional costs(call waiting, caller ID 3-way calling, call back, etc)	Unit 3, Lesson F
3.01. 09 Follow procedures to report telephone problems.	n/a
3.01. 10 Locate alphabetical and topical listing information in telephone directories	Basic, Unit 1, Lesson A

CIVICS, FAMILY AND COMMUNITY RESOURCES	
HIGH BEGINNING	Ventures 2
3.02.01 Know how to access government services to meet needs.	n/a
3.02.02 Locate public recreational, entertainment facilities in the community.	Unit 3, Project Ventures 3, Unit 5, Lesson F, Project
3.02.03 Discuss historical origins of US celebrations/holidays.	n/a
3.02.04 Become familiar with the US election process	n/a
3.02.05 Describe various weather conditions and Interpret temperatures using Fahrenheit and/or Celsius.	n/a
3.02.06 Identify environmental regulations in the community.	n/a
3.02.07 Compare/contrast the role of family members in the U.S.	n/a
3.02.08 Identify means to access educational opportunities for children (special programs, scholarships, extracurricular activities, tutoring, NCLB).	Unit 3, Project
3.02.09 Interpret various temperatures and compare Fahrenheit to Celsius.	n/a

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EMPLOYMENT	
HIGH BEGINNING	Ventures 2
3.03.01 Recognize common skills, responsibilities and/or duties of entry-level jobs.	Unit 2, Lessons A – F, Project Unit 8, Lessons A, B, C, D, E Units 7&8, Review
3.03.02 Recognize work-related vocabulary used in the job application process. <i>VOCABULARY full time, part time jobs, shifts, bulletin board announcements</i>	Unit 8, Project Ventures 3, Unit 8, Lessons A, E
3.03.03 Transfer personal information to a basic resume format.	n/a
3.03.04 Demonstrate appropriate behavior, dress code and attitude for a job interview.	n/a
3.03.05 Identify educational and job experience required for specific occupations.	Unit 2, Lessons A – F, Project Ventures 4, Unit 2, Lessons A-C and Unit 8, Lesson F
3.03.06 Recognize work-related vocabulary for addressing job tasks, policies and standards.	Unit 8, Lesson F Ventures 4, Unit 8, Lessons A, B
3.03.07 Ask for clarification and respond appropriately to instructions.	n/a
3.03.08. Interpret work safety information, including common icons and language for interpreting dangerous situations. <i>VOCABULARY combustible, poison</i>	n/a
3.03.09 Discuss the concept of time in the American society professional/social.	Unit 6, Lesson A (The concept of age is discussed, which could lead to a lesson on the concept of time.) Unit 8, Lesson F Ventures 3, Unit 6, Lesson D
3.03.10 Request modifications to a work schedule for personal needs.	n/a
3.03.11 ¶ Demonstrate appropriate communication skills to interact with supervisors, co-workers and customers. <i>VOCABULARY project deadlines, project reporting team work</i>	Unit 9, Lesson F
3.03.12 Ask simple questions about your evaluation.	n/a
3.03.13 Identify appropriate skills and education needed for getting a promotion	Unit 2, Lessons A – F, Project Unit 8, Lessons D, E (Work duties are included, which could lead to a lesson on getting a promotion.)
3.03.14 Identify long term career goals.	Unit 2, Lessons B, E, Project Unit 8, Lesson A
3.03.15 Recognize the importance of job evaluations for promotions and retention.	n/a
3.03.16 Demonstrate simple computer skills (using mouse, keyboard)	Units 1, 3, 5, 8, 10, Projects

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CONSUMER EDUCATION	
HIGH BEGINNING	Ventures 2
3.04.01 Read and write cardinal and ordinal numbers.	Reference Section Unit 1, Project Unit 3, Project Unit 5, Project Unit 6, Project Unit 7, Lessons A, B, C, F
3.04.02 Calculate savings when buying on sale or with coupons. <i>VOCABULARY</i> <i>percentage, sale price, manufacturer's coupon</i>	Ventures 3, Unit 7, Project
3.04.03 ☞ Simulate procedures for putting merchandise on layaway.	n/a
3.04.04 ☞ Identify various means of securing housing and filling out rental agreements. <i>VOCABULARY</i> <i>signs, ads, personal contact, and lease, rent, due dates, tenant, landlords</i>	n/a
3.04.05 Report to the appropriate person the need for household repairs.	Unit 9, Lessons C, E, F Project Ventures 3, Unit 3, Lesson E
3.04.06 Read and write money amounts with U.S. coins and currency	Unit 1, Project Unit 3, Project Unit 7, Lessons A, B, C, F
3.04.07 Identify common banking terms and services. <i>VOCABULARY</i> <i>savings and checking accounts, 24 hour teller services, drive through window, withdrawal, deposit, ATM</i>	Ventures 3, Unit 7, Lessons A, B, D, F
3.04.08 Give examples of the use/abuse of credit cards.	Unit 1, Lesson F Ventures 3, Unit 7, Lessons A, D
3.04.09 Use catalogues, order forms or lay away to purchase goods and services.	Unit 1, Lesson F Ventures 4, Unit 7, Lesson F

HEALTH AND NUTRITION	
HIGH BEGINNING	Ventures 2
3.05.01 Describe accidents and injuries (including parts of the body and description of injury)	Unit 4, Lessons A - F
3.05.02 Identify healthy habits that prevent common illness.	Unit 4, Lesson D Ventures 2, Units 3&4, Review Ventures 3, Unit 4, Lessons A, B, C, F, Project
3.05.03 ☞ Make a doctor's/dentist appointment. <i>VOCABULARY</i> <i>first time, routine, checkup, follow-up</i>	n/a
3.05.04 ☞ Follow doctor's orders.	Unit 4, Lesson B Units 3&4, Review
3.05.05 Identify practices that promote good dental health.	n/a
3.05.06 Categorize foods and food groups.(food pyramid)	Ventures 2, Unit 7, Lesson F

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TRANSPORTATION AND TRAVEL	
HIGH BEGINNING	Ventures 2
3. 06.01. ☞ Identify transportation costs, schedules and practices (exact change, tips).	Unit 5, Lessons B, C, E, F, Project
3. 06.02 Recognize personnel responsible for traffic safety. <i>VOCABULARY</i> <i>police officer, highway patrol, paramedics car seats</i>	n/a
3. 06.03 Read a map to locate places of interest.	Basic, Unit 5, Lessons C, D, E, F Ventures 1, Unit 5, Lessons B, C, E, F
3. 06.04. ☞ Identify required documents related to transportation (driver's license, insurance card, registration, valid tag and international driver's license).	n/a
3. 06.05 Identify safe driving practices and consequences. <i>VOCABULARY</i> <i>DUI, sobriety test, balance test, jail time, community service, license point system, safe driver status and insurance premiums affected by driver record</i>	n/a

SAFETY AND SECURITY	
HIGH BEGINNING	Ventures 2
3.07.01 Interpret warning signs/labels found at home and at work.	Unit 4, Lessons B, F Ventures 4, Unit 9, Lesson F
3.07.02 Identify safety measures that can prevent crimes at home and in the community.	Ventures 3, Unit 3, Lesson D and Unit 9, Lesson A
3.07.03 Describe procedure to follow in case of poisoning.	n/a