

# Scope and Sequence 3



Unit	Listening/Speaking VIDEO	Grammar VIDEO	Practical Skills	Pronunciation	Reading Skills	Writing Skills	Vocabulary Skills	Job-Seeking Skills	Career Pathways	CASAS Highlights	Common Core College and Career Readiness
<b>Welcome</b> page 2	<ul style="list-style-type: none"> <li>Meet your classmates</li> <li>Talk about your goals</li> <li>Ask for and give clarification</li> </ul>									0.1.1, 0.1.2, 0.1.4, 0.1.5, 0.1.6, 7.1.1, 7.4.6	
<b>1</b> <b>Frank's Short Day</b> page 5	<ul style="list-style-type: none"> <li>Make small talk</li> <li>Ask to leave work early</li> <li>Ask to borrow something</li> </ul>	<ul style="list-style-type: none"> <li>Adverbs of frequency: <i>always, usually, often, sometimes, rarely, never</i></li> <li>Quantifiers: <i>a few, many, all, a lot, most, some, none</i></li> </ul>	<ul style="list-style-type: none"> <li>Read prescription and OTC medicine labels</li> </ul>	<ul style="list-style-type: none"> <li>Intonation in sentences with direct address</li> <li>Sentence rhythm: stressed and unstressed words</li> </ul>	<ul style="list-style-type: none"> <li>Make predictions an article about the importance of a nutritious breakfast</li> </ul>	<ul style="list-style-type: none"> <li>Describe a workplace problem</li> <li>Give examples</li> </ul>	<ul style="list-style-type: none"> <li>Identify synonyms</li> <li>Learning strategy: Draw pictures</li> <li>Word list page 162</li> </ul>	<ul style="list-style-type: none"> <li>Assess your work needs</li> </ul>	<ul style="list-style-type: none"> <li>Develop interpersonal relationships</li> <li>Communicate ideas clearly</li> <li>Be self-aware</li> </ul>	0.1.2, 0.1.4, 0.2.4, 1.6.1, 3.3.1, 3.3.2, 3.4.1, 3.4.2, 3.5.1, 3.5.2, 4.1.9, 4.2.5, 4.6.2, 6.6.5, 6.7.4, 7.2.4, 7.2.5, 7.3.1, 7.3.2, 7.4.2, 7.4.3, 7.4.4, 7.4.8, 7.5.5	R.1, 2, 4, 5, 7, 10 W.1, 2, 4, 5, 7 SL.1, 2, 3, 4 L.1, 2, 4, 5, 6
<b>2</b> <b>Biata's Crazy Day</b> page 19	<ul style="list-style-type: none"> <li>Call in late to work</li> <li>Ask for help at work</li> <li>Give driving directions</li> </ul>	<ul style="list-style-type: none"> <li>Future Forms: <i>be going to, will</i>, present continuous with future meaning</li> <li>Past ability with <i>be able to</i> and <i>could</i></li> </ul>	<ul style="list-style-type: none"> <li>Read a street map</li> </ul>	<ul style="list-style-type: none"> <li>Weak pronunciation of pronouns and contractions with <i>be</i> and <i>will</i></li> <li>The vowel sounds /eɪ/ (<i>save</i>) and /ɛ/ (<i>well</i>)</li> </ul>	<ul style="list-style-type: none"> <li>Skim for the general idea a blog post with strange reasons people give for being late</li> </ul>	<ul style="list-style-type: none"> <li>Give instructions</li> <li>Use transitional phrases (<i>first of all, then, finally</i>)</li> </ul>	<ul style="list-style-type: none"> <li>Identify antonyms</li> <li>Learning strategy: Group by meanings</li> <li>Word list page 162</li> </ul>	<ul style="list-style-type: none"> <li>Assess your job skills</li> </ul>	<ul style="list-style-type: none"> <li>Deal with difficult situations</li> <li>Ask for help</li> <li>Delegate responsibility</li> <li>Be self-aware</li> </ul>	0.1.2, 0.1.4, 0.1.7, 2.2.1, 2.2.5, 4.1.9, 4.4.1, 4.4.2, 4.5.7, 4.6.2, 4.8.2, 6.7.4, 7.2.3, 7.2.5, 7.4.2, 7.4.3, 7.4.4, 7.4.8, 7.5.1	R.1, 2, 4, 5, 7, 10 W.2, 4, 5, 7 SL.1, 2, 3, 4 L.1, 2, 4, 5, 6
<b>3</b> <b>Susan's Cares and Concerns</b> page 33	<ul style="list-style-type: none"> <li>Talk about things you used to do</li> <li>Report an accident at work</li> <li>Ask for and give clarification</li> </ul>	<ul style="list-style-type: none"> <li>Used to for habitual past actions</li> <li>Past continuous</li> </ul>	<ul style="list-style-type: none"> <li>Talk about workplace safety</li> </ul>	<ul style="list-style-type: none"> <li>Relaxed pronunciation of <i>used to</i></li> <li>Word stress: highlighting the most important word</li> </ul>	<ul style="list-style-type: none"> <li>Scan for details An article about community responses to distracted driving</li> </ul>	<ul style="list-style-type: none"> <li>Write a letter of opinion</li> <li>Use transition words (<i>also, therefore, however</i>)</li> </ul>	<ul style="list-style-type: none"> <li>Understand prefixes</li> <li>Learning strategy: Learn words that go together</li> <li>Word list page 163</li> </ul>	<ul style="list-style-type: none"> <li>Read job ads</li> </ul>	<ul style="list-style-type: none"> <li>Manage emotions</li> <li>Offer solutions to problems</li> <li>Ask for clarification</li> </ul>	0.1.2, 0.1.3, 0.1.4, 0.1.6, 0.2.4, 3.1.3, 3.4.2, 3.6.4, 4.1.3, 4.3.1, 4.3.2, 4.3.4, 4.4.1, 6.7.2, 7.2.5, 7.2.6, 7.2.7, 7.3.1, 7.3.2, 7.4.2, 7.4.3, 7.4.4	R.1, 3, 4, 7, 10 W.1, 2, 4, 5, 7 SL.1, 2, 4 L.1, 2, 4, 5, 6
<b>4</b> <b>Henry's Big Dreams</b> page 47	<ul style="list-style-type: none"> <li>Talk about a job you want</li> <li>Talk about your work history</li> <li>Offer to help someone</li> </ul>	<ul style="list-style-type: none"> <li>Present perfect: indefinite past</li> <li>Present perfect: <i>for/ since</i></li> </ul>	<ul style="list-style-type: none"> <li>Read a pay stub</li> </ul>	<ul style="list-style-type: none"> <li>Pronouncing abbreviations</li> <li>Silent letters</li> </ul>	<ul style="list-style-type: none"> <li>Use supporting illustrations and examples an article about unusual jobs</li> </ul>	<ul style="list-style-type: none"> <li>Write a short biography</li> <li>Focus on one main idea in each paragraph</li> </ul>	<ul style="list-style-type: none"> <li>Understand suffixes</li> <li>Learning strategy: Write in your first language</li> <li>Word list page 163</li> </ul>	<ul style="list-style-type: none"> <li>Read and complete a job application Part 1: Personal information</li> </ul>	<ul style="list-style-type: none"> <li>Network</li> <li>Ask questions</li> <li>Help others</li> </ul>	0.1.2, 0.1.6, 0.1.8, 4.1.2, 4.1.8, 4.1.9, 4.2.1, 4.4.7, 4.6.3, 4.7.3, 6.6.5, 6.7.2, 7.2.5, 7.4.2, 7.4.3, 7.4.4, 7.4.8, 7.5.4	R.1, 2, 4, 5, 7, 10 W.2, 3, 4, 5, 7 SL.1, 2, 4 L.1, 2, 4, 5, 6
<b>5</b> <b>Alina on the Move</b> page 61	<ul style="list-style-type: none"> <li>Talk about exercise habits</li> <li>Ask for and give advice</li> <li>Ask about an apartment for rent</li> </ul>	<ul style="list-style-type: none"> <li>Gerunds and infinitives</li> <li>Gerunds after prepositions</li> </ul>	<ul style="list-style-type: none"> <li>Read an apartment rental ad</li> </ul>	<ul style="list-style-type: none"> <li>Weak pronunciation of <i>do you</i> ("d'ya")</li> <li>Stressed syllables in words</li> </ul>	<ul style="list-style-type: none"> <li>Recognize antecedents a message board offering advice about workplace problems</li> </ul>	<ul style="list-style-type: none"> <li>Write about cause and effect</li> <li>Use transition words (<i>since, because, as a result</i>)</li> </ul>	<ul style="list-style-type: none"> <li>Recognize similes</li> <li>Learning strategy: Make word webs</li> <li>Word list page 164</li> </ul>	<ul style="list-style-type: none"> <li>Read and complete a job application Part 2: Work history</li> </ul>	<ul style="list-style-type: none"> <li>Develop interpersonal relationships</li> <li>Deal with difficult personalities</li> <li>Navigate office politics</li> <li>Mentor others</li> <li>Promote yourself</li> </ul>	0.1.2, 0.1.3, 0.2.4, 1.4.1, 1.4.2, 3.5.1, 3.5.9, 3.6.3, 4.1.2, 4.4.3, 7.2.2, 7.2.3, 7.2.5, 7.2.6, 7.2.8, 7.3.1, 7.3.2, 7.4.2, 7.4.3, 7.4.4, 7.4.8	R.1, 2, 4, 5, 7, 8, 10 W.2, 4, 5, 7 SL.1, 2, 3, 4 L.1, 2, 4, 5, 6

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Vocabulary  
Listening and Speaking  
Pronunciation

Practical Skills  
Grammar  
Reading

Writing  
Job-Seeking

Unit Tests  
Midterm Tests  
Final CASAS Test Prep

For complete correlations please visit [www.pearsoneltusa.com/projectsuccess](http://www.pearsoneltusa.com/projectsuccess)

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<b>6</b> Biata Helps Out page 75	<ul style="list-style-type: none"> <li>Assign tasks at work</li> <li>Take phone messages</li> <li>Call to change an appointment</li> </ul>	<ul style="list-style-type: none"> <li>Requests with <i>can, will, could, would, would you mind</i></li> <li>Indirect objects</li> </ul>	<ul style="list-style-type: none"> <li>Complete a medical history form</li> </ul>	<ul style="list-style-type: none"> <li>Weak pronunciation and linking of object pronouns</li> <li>The reduced vowel /ə/ in unstressed syllables and words</li> </ul>	<ul style="list-style-type: none"> <li>Make inferences an article offering tips on how to communicate with a health care provider</li> </ul>	<ul style="list-style-type: none"> <li>Write a narrative paragraph</li> <li>Use phrases of time and place (<i>in the morning, back at home</i>)</li> </ul>	<ul style="list-style-type: none"> <li>Identify collocations</li> <li>Learning strategy: Group words by number of syllables</li> <li>Word list page 164</li> </ul>	<ul style="list-style-type: none"> <li>Find job-seeking resources at the library</li> </ul>	<ul style="list-style-type: none"> <li>Show leadership</li> <li>Delegate responsibility</li> <li>Prioritize tasks</li> <li>Communicate information clearly</li> </ul>	0.1.2, 0.1.6, 0.1.7, 0.2.3, 2.1.7, 2.1.8, 2.5.6, 3.1.2, 3.2.1, 3.6.2, 3.6.4, 4.1.3, 4.1.4, 4.5.1, 4.6.1, 4.7.2, 4.7.3, 7.2.3, 7.2.4, 7.2.7, 7.4.2, 7.4.3, 7.4.4, 7.4.8	R.1, 2, 3, 6, 7, 8, 10 W.3, 4, 5, 7 SL.1, 2, 4 L.1, 2, 4, 6
<b>7</b> Frank Makes Time page 89	<ul style="list-style-type: none"> <li>Give multi-step instructions</li> <li>Give a progress report at work</li> <li>Ask to change shifts with someone</li> </ul>	<ul style="list-style-type: none"> <li>Adverb clauses of time: <i>when, before, after, as</i></li> <li>Present perfect with <i>already</i> and <i>yet</i></li> </ul>	<ul style="list-style-type: none"> <li>Read a work schedule</li> </ul>	<ul style="list-style-type: none"> <li>Intonation in complex sentences</li> <li>The consonant sounds /ʃ/ (<i>she</i>) and /tʃ/ (<i>check</i>)</li> </ul>	<ul style="list-style-type: none"> <li>Determine the author's purpose an interview with a volunteer at a school reading program</li> </ul>	<ul style="list-style-type: none"> <li>Write a descriptive email</li> <li>Use descriptive adjectives</li> </ul>	<ul style="list-style-type: none"> <li>Understand word roots</li> <li>Learning strategy: Group words by part of speech</li> <li>Word list page 165</li> </ul>	<ul style="list-style-type: none"> <li>Answer common job interview questions</li> </ul>	<ul style="list-style-type: none"> <li>Mentor others</li> <li>Show leadership</li> <li>Ask questions</li> <li>Report your progress</li> </ul>	0.1.2, 0.1.6, 0.1.7, 0.2.3, 4.1.5, 4.2.4, 4.4.1, 4.4.3, 4.6.1, 4.6.3, 4.6.4, 4.7.3, 4.8.1, 4.8.2, 5.6.2, 5.6.5, 6.7.4, 7.2.3, 7.2.5, 7.4.2, 7.4.3, 7.4.4, 7.4.8	R.1, 2, 6, 7, 10 W.3, 4, 5, 7 SL.1, 2, 4 L.1, 2, 4, 6
<b>8</b> Susan at Work and Play page 103	<ul style="list-style-type: none"> <li>Get a performance evaluation at work</li> <li>Ask about someone's belongings</li> <li>Talk about personal interests</li> </ul>	<ul style="list-style-type: none"> <li>Present perfect continuous</li> <li>Possessive pronouns</li> </ul>	<ul style="list-style-type: none"> <li>Complete a credit card application</li> </ul>	<ul style="list-style-type: none"> <li>Pronunciation of <i>I'd like</i> and <i>I like</i></li> <li>Pronunciation of -s endings</li> </ul>	<ul style="list-style-type: none"> <li>Identify cause and effect relationships an article offering advice on choosing a credit card</li> </ul>	<ul style="list-style-type: none"> <li>Write about your goals</li> <li>Use quantifiable language including numbers, dates, and times</li> </ul>	<ul style="list-style-type: none"> <li>Identify adverbs</li> <li>Learning strategy: Write personal sentences</li> <li>Word list page 165</li> </ul>	<ul style="list-style-type: none"> <li>Ask questions at a job interview</li> </ul>	<ul style="list-style-type: none"> <li>Accept criticism</li> <li>Learn from mistakes</li> <li>Be self-aware</li> <li>Develop interpersonal relationships</li> </ul>	0.1.2, 0.1.6, 0.2.4, 1.2.1, 1.2.2, 1.2.5, 1.3.2, 1.8.6, 3.5.8, 3.5.9, 4.1.5, 4.4.4, 4.4.5, 5.7.6, 7.2.2, 7.2.5, 7.2.7, 7.4.2, 7.4.3, 7.4.4, 7.5.1	R.1, 2, 3, 10 W.2, 4, 5, 7 SL.1, 2, 4 L.1, 2, 4, 6
<b>9</b> Alina Returns page 117	<ul style="list-style-type: none"> <li>Talk about how to get a good deal</li> <li>Compare ways of buying things</li> <li>Talk about holiday plans</li> </ul>	<ul style="list-style-type: none"> <li>Present real conditional</li> <li>Comparatives with <i>-er, more, less</i></li> </ul>	<ul style="list-style-type: none"> <li>Read a store policy for merchandise returns</li> </ul>	<ul style="list-style-type: none"> <li>Stress in compound nouns</li> <li>Two pronunciations of <i>the</i> and <i>to</i></li> </ul>	<ul style="list-style-type: none"> <li>Interpret signal words (<i>first, before, such as</i>) an article featuring tips for saving money at the supermarket</li> </ul>	<ul style="list-style-type: none"> <li>Write a letter of complaint</li> <li>Use a business letter format</li> </ul>	<ul style="list-style-type: none"> <li>Look for context clues</li> <li>Learning strategy: Group by function</li> <li>Word list page 166</li> </ul>	<ul style="list-style-type: none"> <li>Recognize illegal job interview questions</li> </ul>	<ul style="list-style-type: none"> <li>Develop interpersonal relationships</li> <li>Communicate a complaint</li> <li>Show tact</li> </ul>	0.1.2, 0.2.4, 1.2.6, 1.3.1, 1.3.3, 1.6.3, 1.6.5, 2.7.1, 2.7.3, 4.1.5, 4.2.6, 4.6.2, 5.7.6, 7.2.3, 7.2.5, 7.4.2, 7.4.3, 7.4.4	R.1, 2, 4, 10 W.4, 5, 7 SL.1, 2, 4 L.1, 2, 4, 5, 6
<b>10</b> Henry Takes Steps page 131	<ul style="list-style-type: none"> <li>Talk about getting ahead on the job</li> <li>Talk about someone you admire</li> <li>Talk about long-term goals</li> </ul>	<ul style="list-style-type: none"> <li>Future real conditionals</li> <li>Superlatives with <i>-est, most, least</i></li> </ul>	<ul style="list-style-type: none"> <li>Read a college course catalog</li> </ul>	<ul style="list-style-type: none"> <li>Stress in long words</li> <li>Consonant clusters</li> </ul>	<ul style="list-style-type: none"> <li>Distinguish between facts and opinions an editorial column debating the value of a college education</li> </ul>	<ul style="list-style-type: none"> <li>Write a personal narrative about important life events</li> <li>Use adverbial clauses of time (<i>After I graduated</i>)</li> </ul>	<ul style="list-style-type: none"> <li>Recognize word families</li> <li>Learning strategy: Write a short story</li> <li>Word list page 166</li> </ul>	<ul style="list-style-type: none"> <li>Respond to a job offer</li> </ul>	<ul style="list-style-type: none"> <li>Show persistence</li> <li>Manage stress</li> <li>Think on your feet</li> <li>Network</li> <li>Make informed decisions</li> </ul>	0.1.2, 0.1.3, 0.2.3, 2.8.1, 2.8.3, 2.8.6, 4.1.4, 4.1.9, 4.2.1, 4.2.5, 4.4.1, 4.4.2, 4.4.5, 6.7.2, 7.1.1, 7.1.2, 7.2.3, 7.2.4, 7.2.5, 7.4.2, 7.4.3, 7.4.4, 7.4.8, 7.6.3	R.1, 2, 3, 6, 7, 8, 9, 10 W.3, 4, 5, 7 SL.1, 2, 3, 4 L.1, 2, 4, 6

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