

Avanti High School Learning Plan

Learning Plan Course Title, Level and Section:

Basic Writing

Course Code:

Instructor:

Student/Course Expectations

Student Name:

Advisor:

Date Started:

Target Due Date:

Completion Date:

Target Grade: A B P

Books/Resources Issued:

Estimated Number of Hours to Complete this Credit/Set of Performance Tasks:

Estimated Number of Hours Student Should Complete Each Week in Order to Reach Target Due Date: 9

Credit Amount (if applicable):
.5

Office Use Only: ___ Instructor Copy ___ Tasks Tallied
 ___ Advisor Copy ___ Tasks Recorded

EALRs or GLEs:

1. The student uses listening and observation skills to gain understanding.
2. The student communicates ideas clearly and effectively.
3. The student uses communication strategies and skills to work effectively with others.
4. The student analyzes and evaluates the effectiveness of formal and informal communication.

Learning Activities

Learning Activities:

1. The student will complete a series of practice exercises designed to review the rules of correct grammar and usage. The focus of these exercises will be correct sentence and paragraph structure.
2. The student will write ten short assignments (200-300 words) that demonstrate his/her command of the six-strait writing process.
3. Students will analyze samples of writing to demonstrate their command of the editing process.
4. The student will successfully pass a test on spelling demons: the one hundred most frequently misspelled words.
5. Students will learn to keyboard and demonstrate a keyboarding efficiency of 35 WPM without error.
6. Student will use Microsoft word and Resume Wizard to create hi/her won resume.
7. The student will write a final expository paper (500 words) on a topic of his/her choice, which demonstrates his/her command of all pieces f the writing process.

Teaching Components:

1. Teacher will provide student with instructional resources/ materials.
2. Teacher will evaluate student performance.
3. Teacher will assist student with learning process.

Performance Supervision, Evaluations, and Assessments:

1. As scheduled, student will initiate a meeting with instructor to review progress. Student will be prepared with current projects/ material to discuss on progress towards meeting their completion date.
2. Student will be awarded completion for a task when all of the requirements for the task have been demonstrated.
3. Student will be awarded for completion of the level when all required task and meeting have been documented.

Progress Reviews

Dates:	Notes:
20 Day Review - Date:	
45 Day Review - Date:	
90 Day Review - Date:	
Student Signature:	Date:
Instructor Signature	Date: