

## WARREN COUNTY SCHOOL DISTRICT

### PLANNED INSTRUCTION

#### **COURSE DESCRIPTION**

**Course Title:** Communication and Study Skills II

**Course Number:** 02048

**Course Prerequisites:** Students within the special education program who have been recommended by the case manager or special education supervisor.

**Course Description:** This course is designed to prepare students for success in high school and/or postsecondary education. Course topics will include developing organizational skills; note-taking strategies; a greater understanding of learning styles and a variety of learning strategies. Reinforcement and support will be provided to students to help them incorporate organization, study skills, test taking strategies and self-determination into all curricular areas. The result will be a measurable increase in self-sufficiency.

**Suggested Grade Level:** Grades 9-12

**Length of Course:** One Semester

**Units of Credit:** .5

**PDE Certification and Staffing Policies and Guidelines (CSPG) Required Teacher Certifications:**

CSPG 61 Special Education Pk-12

To find the CSPG information, go to [CSPG](#)

**Certification verified by the WCSD Human Resources Department:** ☒ Yes ☐ No

#### **WCSD STUDENT DATA SYSTEM INFORMATION**

**Course Level:** Academic

**Mark Types:** Check all that apply.

☒ F – Final Average ☒ MP – Marking Period ☒ EXM – Final Exam

**GPA Type:** ☐ GPAEL-GPA Elementary ☐ GPAML-GPA for Middle Level ☐ NHS-National Honor Society  
☒ UGPA-Non-Weighted Grade Point Average ☐ GPA-Weighted Grade Point Average

**State Course Code:** 22003

To find the State Course Code, go to [State Course Code](#), download the Excel file for SCED, click on SCED 6.0 tab, and choose the correct code that corresponds with the course.

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#### **TEXTBOOKS AND SUPPLEMENTAL MATERIALS**

##### **Board Approved Textbooks, Software, and Materials:**

**Title:** Study Skills 2 – Digital Download  
**Publisher:** Saddleback Educational Publishing  
**ISBN #:** ISBN 10: 1562542168 ISBN 13: 9781562542160  
**Copyright Date:** 2013  
**WCSD Board Approval Date:** 10/23/2023

**Supplemental Materials:** Agenda/Calendar System

#### **Curriculum Document**

**WCSD Board Approval:** 10/23/2023  
**Date Finalized:** 10/10/2023  
**Date Approved:** 11/6/2023  
**Implementation Year:** 2023-2024

#### **SPECIAL EDUCATION, 504, and GIFTED REQUIREMENTS**

The teacher shall make appropriate modifications to instruction and assessment based on a student's Individual Education Plan (IEP), Chapter 15 Section 504 Plan (504), and/or Gifted Individual Education Plan (GIEP).

**SCOPE AND SEQUENCE OF CONTENT AND CONCEPTS**

**Marking Period 3**

**Learning Styles**

- Getting Started/Getting Motivated
- Discovering How You Learn
- Using Your Best Learning Styles

**Memory Improvement**

- Improving Memory: Visualizing
- Improving Memory: Use It or Lose It
- Improving Memory: Linking
- Improving Memory: More Mnemonic Methods

**Study Skills**

- A Basic Study System: The SQ3R Method
- More Practice with the SQ3R Method
- Learning Hints for Math
- Learning Hints for Science
- Learning Hints for Literature

**Vocabulary**

- Building Your Vocabulary
- More Vocabulary Builders

**Understanding Your Textbook**

- The Textbooks: Special Study Aids
- Textbooks: Table of Contents
- Textbooks: The Index
- Textbooks: Chapter Study Aids
- Getting the Most from Your Textbook: Review
- Skimming for Highlights
- Scanning for Information

**Library Skills**

- Library Skills: How Materials are Organized
- Library Skills: The Library Catalog
- Library Skills: Nonbook Materials
- Library Skills Review

**Dictionary Skills**

- Dictionary Skills
- Dictionary Skills: Defining Words

- Dictionary Skills: Word Histories
- Dictionary Skills Practice

### **Reference Materials**

- Reference: The Encyclopedia
- Reference: The Atlas
- Reference: The Thesaurus
- Reference: Periodical Indexes
- Reference: Almanacs and Yearbooks
- Reference: Dictionary of Famous Quotations
- A Reference Review
- The Bibliography

### **Online Learning**

- Using a Computer: A General Vocabulary
- Learning Online: Internet Terminology
- Learning Online: Using the Internet

### **Note Taking**

- Note Taking: Recognizing Main Ideas and Supporting Points
- Note Taking: Outlines
- Note Taking: More Outline Practice
- Note Taking: Mapping
- Note Taking: Other Useful Methods
- Note Taking: Methods Review
- Note Taking: Selective Listening
- Streamlining Your Notes

### **Context Clues**

- Using Context to Clue Meaning
- Context Changes Meaning
- Using Inference as a Context Clue
- Using Context Clues: Cloze
- Prefixes and Suffixes: Clues to Meaning

### **Marking Period 4**

#### **Context Clues**

- Using Context to Clue Meaning
- Context Changes Meaning
- Using Inference as a Context Clue
- Using Context Clues: Cloze
- Prefixes and Suffixes: Clues to Meaning

**Reading Rates**

- Reading Rate
- Reading Rate: Habits That Can Show You Down

**Critical Thinking**

- Critical Thinking: Recognizing Cause and Effect
- Critical Thinking: Recognizing Fact and Opinion
- Critical Thinking: Similarities and Differences
- Critical Thinking: Sequencing
- Critical Thinking: Summarizing
- Critical Thinking: Making Inferences
- Critical Thinking: Making Predictions

**Preparing for Tests**

- Visualizing Information
- Visualizing to Remember Details and Solve Problems
- Recognizing When You Know Enough
- Preparing for a Test
- Relieving Test Anxiety

**Test Taking Skills**

- Following Written Directions
- Following Spoken Directions
- True/False Tests
- Multiple Choice Tests
- Completion Tests
- Matching Tests
- Essay Tests
- More Essay Test Practice
- Essay Tests: When Time Is Almost Up
- Anticipating Test Questions
- Standardized Tests
- Standardized Test Practice: Grammar and Punctuation
- Standardized Test Practice: Vocabulary and Spelling
- Standardized Test Practice: Reading and Comprehension
- Standardized Test Practice: Graphic Aids
- Standardized Test Practice: Math

**Papers and Reports**

- Writing Better Papers
- Oral Reports

**WARREN COUNTY SCHOOL DISTRICT****PLANNED INSTRUCTION****Graphic Aids**

- Graphic Aids: Diagrams
- Graphic Aids: Tables
- Graphic Aids: Bar Graphs
- Graphic Aids: Double Bar Graphs
- Graphic Aids: Line Graphs
- Graphic Aids: Circle Graphs and Picture Graphs
- Graphic Aids Review
- Graphic Aids: The Vocabulary of Maps
- Graphic Aids: Special Maps
- Graphic Aids: More About Maps
- Graphic Aids: Map-Reading Practice
- Creating Graphics as Study Aids
- Picturing Ideas in Graphic Form

**Standards/Eligible Content and Skills**

<b>Performance Indicator</b>	<b>PA Core Standard and/or Eligible Content</b>	<b>Marking Period Taught</b>
Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among data	LA.11-12.CC.1.5.11-12.C	MP 3
Demonstrate command of the conventions of standard English when speaking based on grades 9-12 level and content	LA.11-12.CC.1.5.9-12.G	MP 3
Inquire, think critically, and gain knowledge	AAAA.K-12.1	MP 3
Use prior and background knowledge as context for new learning.	AAAA.K-12.1.1.2	MP 3
Find, evaluate, and select appropriate sources to answer questions.	AAAA.K-12.1.1.4	MP 3
Read, view, and listen for information presented in any format (e.g., textual, visual, media, digital) in order to make inferences and gather meaning	AAAA.K-12.1.1.6	MP 4
Demonstrate mastery of technology tools for accessing information and pursuing inquiry	AAAA.K-12.1.1.8	MP 4

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Display initiative and engagement by posing questions and investigating the answers beyond the collection of superficial facts	AAAA.K-12.1.2.1	MP 4
Respect copyright/intellectual property rights of creators and producers	AAAA.K-12.1.3.1	MP 3
Follow ethical and legal guidelines in gathering and using information	AAAA.K-12.1.3.3	MP 3
Draw conclusions, make informed decisions, apply knowledge to new situations, and create new knowledge	AAAA.K-12.2	MP 3
Organize knowledge so that it is useful	AAAA.K-12.2.1.2	MP 3
Collaborate with others to exchange ideas, develop new understandings, make decisions, and solve problems	AAAA.K-12.2.1.5	MP 4
Use the writing process, media and visual literacy, and technology skills to create products that express new understandings	AAAA.K-12.2.1.6	MP 4
Employ a critical stance in drawing conclusions by demonstrating that the pattern of evidence leads to a decision or conclusion	AAAA.K-12.2.2.3	MP 3
Demonstrate personal productivity by completing products to express learning	AAAA.K-12.2.2.4	MP 4
Connect understanding to the real world	AAAA.K-12.2.3.1	MP 3
Consider diverse and global perspectives in drawing conclusions	AAAA.K-12.2.3.2	MP 4
Determine how to act on information (accept, reject, modify)	AAAA.K-12.2.4.1	MP 3
Reflect on systematic process, and assess for completeness of investigation	AAAA.K-12.2.4.2	MP 3
Recognize that resources are created for a variety of purposes	AAAA.K-12.4.3.2	MP 3
Identify own areas of interest	AAAA.K-12.4.4.1	MP 3
Recognize how to focus efforts in personal learning	AAAA.K-12.4.4.3	MP 4

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Use effective oral and written communication skills and listening skills	PERS.K-12.2.C.1	MP 3
Justify the selection of a career	WORK.11.13.1.11.E	MP 3
Review personal high school plan against current personal career goals and select postsecondary opportunities based upon personal career interests	WORK.11.13.1.11.	MP 3

## **ASSESSMENTS**

**PDE Academic Standards, Assessment Anchors, and Eligible Content:** The teacher must be knowledgeable of the PDE Academic Standards, Assessment Anchors, and Eligible Content and incorporate them regularly into planned instruction.

**Formative Assessments:** The teacher will utilize a variety of assessment methods to conduct in-process evaluations of student learning.

**Effective formative assessments for this course include:** Observations and grade checks

**Summative Assessments:** The teacher will utilize a variety of assessment methods to evaluate student learning at the end of an instructional task, lesson, and/or unit.

**Effective summative assessments for this course include:** Assignment completion