<b>WRITING LEVEL 2</b> Adult learners will demonstrate an increasing ability to write using a variety of clear and grammatically correct sentences and paragraphs.						
<b>Benchmarks</b> On exit of this level, learner is able to:	<b>Applications</b> Examples of how/where learners will use this skill:	I do it well enough	I want to work on it	I don't need to work on this now		
Write the alphabet legibly.	<ul> <li>Form manuscript letters correctly.</li> <li>Write cursive letters correctly.</li> <li>Address an envelope.</li> <li>Write a check.</li> </ul>					
Produce a variety of writings.	<ul> <li>Write an email message in Standard English.</li> <li>Write open-ended questions from a reading selection.</li> <li>Write a three to five sentence summary of a short story.</li> <li>Write a five-sentence story of a life experience.</li> <li>Write directions from your home to school.</li> <li>Write directions to your house using a legend.</li> <li>Write a dictated sentence using correct punctuation such as, dates, times, cities, states, etc.</li> </ul>					
Create poetry based on life experience.	<ul> <li>Compose a couplet of two lines that rhyme.</li> <li>Create a haiku (three lines of non-rhyming verse that express a thought).</li> </ul>					
Organize information using key ideas.	<ul> <li>Identify and list the key ideas from three short articles.</li> <li>Use a graphic organizer to gather information.</li> <li>Arrange the information sequentially.</li> <li>Select a key idea and write three sentences about it.</li> </ul>					
Use the writing process to produce a paragraph.	• Use the organized information to develop the following: An introductory statement, the body of a paragraph, a closing statement.					
Use the writing process to develop a multi-paragraph piece.	• Using beginning, middle, and ending paragraphs, write an essay about a relative, a description of your job or your workday, etc.					
Use revision strategies.	<ul> <li>Evaluate the end product in terms of punctuation, capitalization, verb tenses, spelling, etc.</li> <li>Proofread and edit a partner's paragraph(s).</li> </ul>					
Correctly use grammar patterns.	<ul> <li>Write a "thank you" note for a gift received using correct verb tense.</li> <li>Edit a text using appropriate pronouns, contractions, and subject-verb agreement.</li> <li>Rewrite a statement in question form.</li> <li>Use correct word order of adjectives and adverbs in a description of a car or house, such as: The little, old, blue car.</li> </ul>					

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Spell words using structural cues and appropriate resources.	<ul> <li>Master the spelling of 220 Dolch Basic Word List.</li> <li>Master the spelling of reading level vocabulary.</li> </ul>						
Write a narrative piece using personification, setting, actions, and thoughts that reveal important character traits.	<ul> <li>Write three paragraphs about a life experience noting place, activity, and reactions.</li> <li>Write five paragraphs about an event you witnessed.</li> </ul>						
Write a report demonstrating the understanding of central ideas and supporting details using an effective organizational pattern.	<ul> <li>In paragraph form, write about the steps to make a peanut butter and jelly sandwich.</li> <li>Identify a problem at work and write a solution in paragraph form.</li> <li>Choose a current event and write a report summarizing the ideas and details.</li> </ul>						
Use a variety of resources to gather and organize information.	<ul> <li>Write a response to oral, visual, written, or electronic text and compare your responses to those of others.</li> <li>Write a response to oral, visual, written, or electronic text using who, what, when, where, why, and how.</li> </ul>						
Write a variety of sentences.	<ul> <li>Write examples of compound, complex, and combined sentences as dictated.</li> <li>Write a dialogue.</li> <li>Write a sentence including reported speech.</li> <li>Do an expository writing.</li> <li>Write answers to questions in sentence form.</li> </ul>						
Spell less frequently encountered words correctly using learned strategies.	<ul> <li>Add appropriate suffixes to dictated words.</li> <li>Add appropriate prefixes to dictated words.</li> <li>Write hyphenated words correctly.</li> </ul>						