Literacy Link Eastern Ontario (LLEO) has reviewed and endeavoured to identify all relative OALCF competencies for each of the activities within the Health Care curriculum. For each competency identified, a minimum of two performance descriptors have been indicated. These descriptors provide the rationale for the competency. The milestones and culminating tasks have not been included, since milestones are based on a learner's goal path and the curricula can be used for different goal paths.

Many agencies use curricula in a variety of ways, therefore, we have provided two additional charts for quick reference, one based on activity and one based on modules. This document contains the breakdown by activity for detailed information.

Modules for Health Care

Before you Begin
Surviving the Classroom
Health and Safety Part 1
Health and Safety Part 2
Numeracy
Finally...Wrapping it Up! 1
Finally...Wrapping it Up! 2
Finally...Wrapping it Up! 3

LLEO has provided the OALCF competency for each of the units within the Health Care curriculum. For each competency that has been identified the performance descriptors have been indicated. These descriptors provide the rationale for the competency.

Before You Begin Module

Unit: What are Essential Skills - Learning Activity 1

A2.2	Performs limited searches using one or two search criteria Extracts information from tables and forms Uses layout to locate information Makes low-level inferences
B1.1	Conveys information on familiar topics Chooses appropriate language exchanges with clearly defined purposes Speaks or signs clearly in a focused and organized way
B3.1	Makes a direct match between what is requested and what is entered Makes entries using familiar vocabulary
B3.2	Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
E1	Accepts new learning challenges Identifies preferred learning style Begins to monitor own learning Uses feedback to improve performance

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Unit: What is a Visiting Homemaker, Housekeeper and Related Occupations

Learning Activity 1

A1.2	Scans text to locate information Locates multiple pieces of information in simple texts Makes low-level inferences Follows the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
B2.1	Writes simple texts to request, remind or inform Conveys simple ideas and factual information Begins to organize writing to communicate effectively
B2.2	Writes text to explain or describe Conveys intended meaning on familiar topics for a limited range of purposes and audiences Begins to select words and tone appropriate to the task
B3.1	Makes a direct match between what is requested and what is entered Makes entries using familiar vocabulary
E1	Identifies steps required to achieve goals Begins to identify ways to remember information and reinforce learning Uses feedback to improve performance

Unit: Using a Search Engine - Learning Activity 1

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Locates multiple pieces of information in simple texts
A2.2	Performs limited searches using one or two search criteria Extracts information from tables and forms Uses layout to locate information
B3.2	Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
C3.1	Recognizes values in number and word format
D1	Follows simple prompts Follows apparent steps to complete tasks Interprets brief text and icons Begins to perform simple searches
D2	Selects and follows appropriate steps to complete tasks Performs simple searches using keywords

Unit: Using a Search Engine - Learning Activity 2

A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
D1	Follows simple prompts Follows apparent steps to complete tasks Locates specific functions and information

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Unit: Before you can enter further training - Learning Activity 1

A1.1	Decodes words and makes meaning of sentences in a single text Reads short text to locate a single piece of information
A2.1	Scans to locate specific details Locates specific details in simple documents, such as labels and signs
B1.2	Shows an awareness of factors that affect interactions, such as differences in opinions and ideas, and social, linguistic and cultural differences Demonstrates some ability to use tone appropriately Uses strategies to maintain communication, such as encouraging responses from others and asking questions
B2.2	Writes text to explain or describe Conveys intended meaning on familiar topics for a limited range of purposes and audiences
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter information Follows instructions on documents
B3.3	Draws from multiple sources as required Manages unfamiliar elements to complete the task Makes inferences to decide what, where, and how to enter the information Follows conventions to display information in more complex documents Identifies parts of documents using titles, row and column headings, sub-headings and labels
D2	Selects and follows appropriate steps to complete tasks Locates and recognizes function and commands
E1	Demonstrates a positive attitude to learning Accepts new learning challenges Takes initiative

Unit: Rotational Shift work - Learning Activity 1

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Locates multiple pieces of information in simple texts Makes low-level inferences
B2.1	Writes simple text to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B2.2	Writes text to explain or describe Uses a limited range of vocabulary and punctuation appropriate to the task Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.1	Makes a direct match between what is requested and what is entered Makes entries using familiar vocabulary

Unit: Extended Workday: Health and Safety Issues –
Learning Activity 2

B2.2	Writes texts to explain or describe Conveys intended meaning on familiar topics for a limited range of purposes and audiences Uses a limited range of vocabulary and punctuation appropriate to the task Begins to organize writing to communicate effectively
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents

Unit: Split Shifts - Learning Activity 3

A1.1	Decodes words and makes meaning of sentences in a single text Identifies the main idea in brief texts
B2.2	Writes texts to explain or describe Conveys intended meaning on familiar topics for a limited range of purposes and audiences Uses a limited range of vocabulary and punctuation appropriate to the task Begins to organize writing to communicate effectively
B3.1	Makes a direct match between what is requested and what is entered Makes entries using familiar vocabulary

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Surviving the Classroom Module

Unit: Taking Tests - Learning Activity 1

A1.2	Scans text to locate information Locates multiple pieces of information in simple texts Makes low-level inferences
A2.1	Scans to locate specific details Interprets brief text and common symbols Identifies how lists are organized
B1.1	Chooses appropriate language in exchanges with clearly defined purposes Participates in short, simple exchanges Speaks or signs clearly in a focused and organized way
B2.2	Writes text to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Manages unfamiliar elements to complete the task Selects and used vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents Follows conventions to display information in simple documents
B3.3	Uses layout to determine where to make entries Makes inferences to decide what, where, and how to enter information Draws from multiple sources as required Manages unfamiliar elements to complete the task
C2.1	Understands chronological order Reads time on analog and digital format Represents date and times using standard conventions

Unit: Taking Notes - Learning Activity 2

A2.3	Performs complex searches using multiple search criteria Integrates several pieces of information from documents Uses layout to locate information
A3	Extracts information from films, broadcasts, and presentations
B1.1	Chooses appropriate language in exchanges with clearly defined purposes Speaks or signs clearly in a focused and organized way
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Uses a variety of vocabulary, structures, and approaches to convey main ideas with supporting details
B3.1	Makes a direct match between what is requested and what is entered Makes entries using familiar vocabulary
D2	Selects and follows appropriate steps to complete tasks Performs simple searches using keywords
E1	Accepts new learning challenges Manages time Begins to identify ways to remember information and reinforce learning

Unit: Making Presentations - Learning Activity 3

A1.3	Integrates several pieces of information from texts Manages unfamiliar elements to complete tasks Obtains information from detailed reading
A2.2	Performs limited searches using one of two search criteria Extracts information from tables and forms
A3	Extracts information from films, broadcasts, and presentations
B1.2	Shows an awareness of factors that affect interactions, such as differences in opinions and ideas, and social, linguistic, and cultural differences Uses strategies to maintain communication, such as encouraging responses from others and asking questions
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B4	Expresses oneself creatively, such as by writing journal entries, telling a story, or creating art

B1.1	Chooses appropriate language in exchanges with clearly defined purposes Speaks or signs clearly in a focused and organized way
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Manages unfamiliar elements to complete tasks Organizes and sequences writing to communicate effectively
B3.1	Makes a direct match between what is requested and what is entered Makes entries using familiar vocabulary
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information
D2	Selects and follows appropriate steps to complete tasks Performs simple searches using keywords
E.1	Accepts new learning challenges Willing to work independently Checks accuracy of work
F	Recognizes roles of others Acknowledges/ identifies responsibilities Acknowledges and accepts others' perspectives Demonstrates tolerance and flexibility

Unit: Remembering Information - Learning Activity 4

A2.1	Scans to locate specific details Interprets brief text and common symbols
A1.3	Integrates several pieces of information from texts Manages unfamiliar elements to complete tasks Identifies the purpose and relevance of texts Skims to get the gist of longer texts
B3.2	Uses layout to determine where to make entries Makes entries using limited range of vocabulary Follows instruction on documents
B1.1	Chooses appropriate language in exchanges with clearly defined purposes Participates in short, simple exchanges Speaks or signs clearly in a focused and organized way
C2.1	Reads time on analog and digital formats Measures time using common instruments, such as clocks, timers, and stopwatches
E.1	Accepts new learning challenges Manages time Begins to use a limited number of learning strategies Begins to identify ways to remember information and reinforce learning

Health and Safety Part 1 Module

Unit: The Common Cold- Learning Activity 1

A1.2	Scans text to locate information Locates multiple pieces of information in simple texts Follows the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
D1	Follows apparent steps to complete tasks Locates specific functions and information Begins to perform simple searches

Unit: Hepatitis A - Learning Activity 2

A1.2	Scans text to locate information Reads more complex text to locate a single piece of information Makes low-level inferences
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Manages unfamiliar elements to complete tasks Selects and uses vocabulary, tone, and structure appropriate to the task
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Follows instructions on documents
D1	Follows simple prompts Follows apparent steps to complete tasks Locates specific functions and information Begins to perform simple searches

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Unit: Hepatitis B - Learning Activity 3

A1.2	Scans text to locate information Locates multiple pieces of information in simple texts Reads more complex text to locate a single piece of information Begins to identify sources and evaluate information
A2.2	Performs limited searches using one or two search criteria Extracts information from tables and forms Uses layout to locate information Begins to identify sources and evaluate information
B2.2	Writes text to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information Performs simple searches using keywords

Unit: Hepatitis C- Learning Activity 4

A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific detail in simple documents, such as labels and signs
A1.2	Scans text to locate information Locates multiple pieces of information in simple texts Follows the main events of descriptive, narrative, and informational texts Begins to identify sources and evaluate information
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information
B3.1	Follows conventions to display information in lists, labels, simple forms, signs Create very simple documents to display and organize a limited amount of information
B3.2	Follows conventions to display information in simple documents Sorts entries into categories Displays one or two categories of information organized according to content to be presented
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
C4.1	Recognizes value in number and word format - Identifies and compares quantities of items
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information Performs simple searches using keywords

Unit: Clostidium Difficile - Learning Activity 5

A1.2	Scans to locate information Reads more complex texts to locate a single piece of information Obtains information from a detailed reading
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Follows instructions on documents
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information
D2	Selects and follows appropriate steps to complete tasks Begins to identify sources and evaluate information Performs simple searches using keywords

Unit: Influenza - Learning Activity 6

A1.2	Scans text to locate information Reads more complex text to locate a single piece of information Makes low-level inferences
B2.2	Writes text to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
D2	Selects and follows appropriate steps to complete tasks Begins to identify sources and evaluate information Performs simple searches using keywords

Unit: Stroke - Learning Activity 7

A1.3	Integrates several pieces of information from texts Follows the main events of descriptive, narrative, informational, and persuasive texts Obtains information from detailed reading
A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Follows the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
A2.2	Performs limited searches using one or two search criteria Uses layout to locate information Makes low-level inferences
A2.3	Performs complex searches using multiple search criteria Manages unfamiliar elements to complete tasks Uses layout to locate information
B2.2	Writes text to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
C4.1	Recognizes value in number and word format Identifies and compares quantities of items
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and commands Begins to identify sources and evaluate information Performs simple searches using keywords

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Unit: Food Safety Basics - Learning Activity 1

A1.3	Integrates several pieces of information from texts Skims to get the gist of longer texts Uses organizational features, such as headings, to locate information Obtains information from detailed reading
A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
A2.2	Performs limited searches using one or two search criteria Locates information in simple graphs and maps Makes connections between parts of documents Makes low-level inferences
A3	Extract information from films, broadcasts, and presentations
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Follows instructions on documents
B2.2	Writes text to explain or describe Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
C3.1	Recognizes value in number and word format Uses common measuring tools such as rulers, scales and thermometers
D2	Selects and follows appropriate steps to complete tasks Locates and recognizes functions and commands Performs simple searches using keywords
E2	Uses a limited number of learning strategies Identifies ways to remember information and reinforce learning

Unit: Digestive System - Learning Activity 1

A1.2	Scans text to locate information Locates multiple pieces of information in simple texts Makes low-level inferences Follows the main events of descriptive, narrative, and informational texts
A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
A1.1	Decodes words and makes meaning of sentences in a single text Reads short texts to locate a single piece of information Follows the sequence of events in straightforward chronological texts Follows simple, straightforward instructional texts
B2.2	Writes text to explain or describe Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and used vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information

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Unit: Circulatory System- Learning Activity 2

A1.2	Scans text to locate information Makes low-level inferences Follows the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
A1.1	Decodes words and makes meaning of sentences in a single text Follows the sequence of events in straightforward chronological texts
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information
B2.2	Writes text to explain or describe Connects ideas using paragraph structure Begins to organize writing to communicate effectively
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Manages unfamiliar elements to complete tasks Organizes and sequences writing to communicate effectively
C4.1	Recognizes values in number and word format Understands numerical order Recognizes simple patterns
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information

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Unit: Excretory System - Learning Activity 3

A1.1	Decodes words and makes meaning of sentences in a single text Follows simple, straightforward instructional texts
A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Locates multiple pieces of information in simple texts Obtains information from detailed reading
A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
B2.3	Writes texts to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
B2.2	Writes text to explain or describe Begins to select works and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Follows instructions on documents
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information

Unit: Nervous System - Learning Activity 4

A1.2	Makes connections between sentences and between paragraphs in a single txt Scans text to locate information Locates multiple pieces of information in simple texts Makes low-level inferences Follows the main events of descriptive, narrative, and informational texts
A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
B2.2	Writes texts to explain or describe Begins to sequence writing with some attention to organizing principles Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Manages unfamiliar elements to complete tasks Selects and used vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information

Unit: Respiratory System - Learning Activity 5

A1.3	Integrates several pieces of information from texts Manages unfamiliar elements to complete tasks Skims to get the gist of longer texts Uses organizational features, such as headings, to locate information
A1.1	Decodes words and makes meaning of sentences in a single text Reads short text to locate a single piece of information
A1.2	Makes connections between sentences and between paragraphs in a single text Locates multiple pieces of information in simple texts Follows the main events of descriptive, narrative, and informational texts
B2.2	Writes text to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B3.2	Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B2.3	Writes texts to present information, summarize, express opinions, present arguments, convey ideas, or persuade Organizes and sequences writing to communicate effectively
B4	Express oneself creatively
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information

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Unit: Skeletal System - Learning Activity 6

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Locates multiple pieces of information in simple texts Obtains information from detailed reading
A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
A1.3	Integrates several pieces of information from texts Manages unfamiliar elements to complete tasks Follows the main events of descriptive, narrative, informational, and persuasive texts Identifies sources, evaluates and integrates information
A2.3	Performs complex searches using multiple search criteria Integrates several pieces of information from documents Uses layout to locate information
B2.2	Writes text to explain or describe Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B1.1	Shows an awareness of factors such as social, linguistic, and cultural differences that affect interaction in brief exchanges with others Gives short, straightforward instructions or directions Speaks or signs clearly in a focused and organized way
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B4	Express oneself creatively
B1.3	Manages unfamiliar element to complete tasks Varies speed, tone, and emphasis to increase effectiveness of exchanges Speaks or signs clearly in a focused and organized way
D2	Selects and follows appropriate steps to complete tasks Begins to identify sources and evaluate information Performs simple searches using keywords
E1	Demonstrates positive attitude to learning Accepts positive feedback and constructive criticism Takes responsibility for learning Takes risks in learning situations Sets short-term goals

Unit: Muscular System - Learning Activity 7

A1.2	Makes connections between sentences and between paragraphs in a single text Makes low-level inferences Begins to identify sources and evaluate information
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B3.3	Draws from multiple sources as required Manages unfamiliar elements to complete the task Makes inferences to decide what, where, and how to enter the information
B2.2	Writes text to explain or describe Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Manages unfamiliar elements to complete tasks Selects and used vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and commands Begins to identify sources and evaluate information Performs simple searches using keywords

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Unit: The Senses - Learning Activity 8

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Makes low-level inferences
A1.1	Decodes words and makes meaning of sentences in a single text Follows simple, straightforward instructional texts Identifies the main idea in brief texts
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B3.1	Makes a direct match between what is requested and what is entered Makes entries using familiar vocabulary
B2.2	Writes texts to explain or describe Begins to sequence writing with some attention to organizing principles Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Manages unfamiliar elements to complete tasks - Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and commands Begins to identify sources and evaluate information

Health and Safety Part 2 Module

Unit: Working Alone - Off Site - Learning Activity 1

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Reads more complex texts to locate a single piece of information Obtains information from detailed reading
A2.2	Performs limited searches using one or two search criteria Extracts information from tables and forms Uses layout to locate information Makes low-level inferences
B2.2	Writes texts to explain or describe Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information

Unit: Working Alone - With Patients - Activity 2

A2.1	Scans to locate specific details Locates specific details in simple documents, such as labels and signs Identifies how lists are organized
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B2.1	Writes simple texts to request, remind or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B2.2	Writes texts to explain or describe Conveys intended meaning on familiar topics for a limited range of purposes and audiences Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively

Unit: Workplace Housekeeping - Learning Activity 3

A2.2	Performs limited searches using one or two search criteria Extracts information from tables and forms Uses layout to locate information Makes low-level inferences
A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Reads more complex texts to locate a single piece of information Makes low-level inferences Obtains information from detailed reading
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information
B2.3	Writes texts to present information, summarize, express opinions, present arguments, convey ideas, or persuade Manages unfamiliar elements to complete tasks Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
B2.2	Writes text to explain or describe Begins to sequence writing with some attention to organizing principles Begins to select words and tone appropriate to the task

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Unit: Hazards - Learning Activity 4

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Locates multiple pieces of information in simple texts Makes low-level inferences Follow the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Makes entries using a limited range of vocabulary Follows instructions on documents
B2.2	Writes texts to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively

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Unit: Latex Allergy - Learning Activity 5

B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B2.2	Writes texts to explain or describe Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
D2	Selects and follows appropriate steps to complete tasks Makes low-level inferences to interpret icons and text Begins to identify sources and evaluate information

Unit: What is WHMIS? - Learning Activity 1

B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Makes entries using a limited range of vocabulary
B2.2	Writes texts to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively

Unit: Hazardous Material - Learning Activity 2

A2.3	Performs complex searches using multiple search criteria Manages unfamiliar elements to complete tasks Integrates several pieces of information from documents
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Makes entries using a limited range of vocabulary
B2.2	Writes texts to explain or describe Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively

Unit: Solid, Liquid, Gas - Learning Activity 3

B2.2	Writes texts to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information

Unit: Getting Information Out - Learning Activity 4

B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B2.2	Writes texts to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively

Unit: Material Data Sheets MSDS - Learning Activity 5

A2.3	Performs complex searches using multiple search criteria Manages unfamiliar elements to complete tasks Integrates several pieces of information from documents Uses layout to locate information Makes low-level inferences
B2.2	Writes texts to explain or describe Begins to sequence writing with some attention to organizing principles Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information

Unit: Worker Training and Education- Learning Activity 6

B2.2	Writes texts to explain or describe Begins to sequence writing with some attention to organizing principles Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information

Unit: Construction Definitions and Tips- Learning Activity 7

B2.2	Writes texts to explain or describe Begins to sequence writing with some attention to organizing principles Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents

Unit: WHMIS Information Bulletin- Learning Activity 8

A2.3	Performs complex searches using multiple search criteria Manages unfamiliar elements to complete tasks Integrates several pieces of information from documents Uses layout to locate information Makes low-level inferences
B2.2	Writes texts to explain or describe Begins to sequence writing with some attention to organizing principles Connects ideas using paragraph structure Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents

Numeracy Module

Unit: 24-Hour Clock - Learning Activity 1

A2.1	Scans to locate specific details Interprets brief text and common symbols
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
C2.2	Interprets, represents and converts time using whole numbers, decimals, percentages, ratios, and simple, common fractions Selects appropriate steps to reach solutions Understands and converts time between 12- and 24-hour clocks

Unit: Mileage - Learning Activity 2

A1.1	Makes connections between sentences and between paragraphs in a single text Scans to locate information Locates multiple pieces of information in a single text Follows the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
A2.2	Extracts information from tables and forms Uses layout to locate information Makes low-level inferences
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents
C1.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages, and integers Interprets and applies rates Chooses and performs required operation(s) Selects appropriate steps to reach solutions Represents costs and rates using monetary symbols, decimals, and percentages

Unit: Your Pay - Learning Activity 3

A2.3	Manages unfamiliar elements to complete tasks Integrates several pieces of information between two or more documents Uses layout to locate information
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Follows instructions on documents
B3.3	Draws from multiple sources, such as a list Manages unfamiliar elements to complete the task Uses layout to determine where to make entries Makes inferences to decide what, where, and how to enter information
C1.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages, and integers Interprets and applies rates Chooses and performs required operation(s) Selects appropriate steps to reach solutions Interprets, represents and converts amounts using whole numbers, decimals, percentages, ratios, and simple, common fractions Represents costs and rates using monetary symbols, decimals, and percentages
C1.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages, and integers Chooses and performs required operation Selects appropriate steps to reach solutions
C4.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages, and integers Collects, organizes, and represents data using simple tables and graphs Chooses and performs required operation; may make inferences to identify required operation Selects appropriate steps to solutions
D3	Experiments and problem-solves to achieve the desired results Manages unfamiliar elements to complete tasks Makes inferences to interpret icons and text Performs advanced searches

Unit: Maps - Learning Activity 4

A2.2	Performs limited searches using one or two search criteria Locates information in simple graphs and maps Uses layout to locate information Makes connections between parts of documents
A1.1	Follows the sequence of events in straightforward chronological texts Identifies the main idea in brief texts
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
C3.1	Adds and subtracts whole number measurements Measures distance, length, width, height, weight, liquid volume, angles, and temperature Uses common measuring tools, such as rulers, scales and thermometers Follows apparent steps to reach solutions
C3.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages, and integers Understands and uses ratios and proportions Converts units of measurement within the same system and between systems
D1	Follows simple prompts Follows apparent steps to complete tasks
D2	Selects and follows appropriate steps to complete tasks Locates and recognizes functions and commands Performs simple searches using keywords

Unit: A Little About Fractions - Learning Activity 5

A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
A1.2	Makes connections between sentences and between paragraphs in a single text Locates multiple pieces of information in simple texts Makes low-level inferences Obtains information from detailed reading
B3.2	May draw on additional simple sources, such as a list Begins to make some inferences to decide what information is needed, where and how to enter the information Uses layout to determine where to make entries Follows instructions on documents
C3.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages, and integers Converts units of measurement within the same system and between systems Chooses and performs required operation(s); may make inferences to identify required operation(s) Selects appropriate steps to solutions Interprets, represents, and converts measures using whole numbers, decimals, percentages, ratios, and simple, common fractions

Unit: A Little About Metric - Learning Activity 6

A1.1	Decodes words and makes meaning of sentences in a single text Follows the sequence of events in straightforward chronological texts Identifies the main idea in brief texts
C3.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages, and integers Converts units of measurement within the same system and between systems Chooses and performs required operation(s); may make inferences to identify required operation(s) Selects appropriate steps to solutions Interprets, represents, and converts measures using whole numbers, decimals, percentages, ratios, and simple, common fractions

Unit: Becoming an Effective Shopper - Learning Activity 7

B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
C1.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages, and integers Interprets and applies rates Chooses and performs required operation(s) Selects appropriate steps to reach solutions Represents costs and rates using monetary symbols, decimals, and percentages

Finally...Wrapping it Up! Module

Unit: What Makes a Positive Personality - Learning Activity 1

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Makes low-level inferences Follows the main events of descriptive, narrative, and informational text
B2.2	Writes text to explain or describe Uses a limited range of vocabulary and punctuation appropriate to the task Begins to select words and tone appropriate to the task
B3.2	Uses layout to determine where to make entries Begins to make some inference to decide what information is needed, where and how to enter the information Follows instructions on documents

Unit: Perfume and Aftershave - Learning Activity 2

B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents

Unit: A Note on Body Odor - Learning Activity 3

A1.2	Makes connections between sentences and between paragraphs in a single text Makes low-level inferences Follows the main events of descriptive, narrative, and informational text
A2.2	Makes connections between parts of documents Makes low-level inferences
B2.3	Writes texts to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively

Unit: How to Deal with an Angry Person - Learning Activity 4

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Locates multiple pieces of information in simple texts Makes low-level inferences Follows the main events of descriptive, narrative, and informational text Obtains information from detailed reading
A2.2	Performs limited searches using one or two search criteria Uses layout to locate information Makes low-level inferences
B2.2	Writes text to explain or describe Uses a limited range of vocabulary and punctuation appropriate to the task Begins to select words and tone appropriate to the task
B3.2	May draw on additional sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information

Unit: Words that make a difference - Learning Activity 5

A2.2	Performs limited searches using one or two search criteria Uses layout to locate information Makes low-level inferences
A1.1	Decodes words and makes meaning of sentences in a single text Identifies the main idea in brief texts
B2.2	Writes text to explain or describe Uses a limited range of vocabulary and punctuation appropriate to the task Begins to select words and tone appropriate to the task
F	Acknowledges/ identifies responsibilities Demonstrates tolerance and flexibility Contributes to finding a mutually agreeable resolution

Unit: Seven Steps to Handling Difficult People - Learning Activity 6

B3.2	May draw on additional sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decided what information is needed, where and how to enter the information Follows instructions on documents

Unit: Back-Up Tasks - Learning Activity 7

A2.2	Performs limited searches using one or two search criteria Uses layout to locate information Makes low-level inferences
B3.2	May draw on additional sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decided what information is needed, where and how to enter the information Follows instructions on documents
B2.3	Writes texts to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
F	Recognizes roles of others Acknowledges/ identifies responsibilities Demonstrates tolerance and flexibility Contributes to finding a mutually agreeable resolution Recognizes areas of agreement and disagreement

Unit: Ten Skills for Success - Learning Activity 8

A2.1	Scans to locate specific details Interprets brief text and common symbols Locates specific details in simple documents, such as labels and signs
B2.3	Writes texts to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively

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Unit: Keeping Your Job - Learning Activity 9

A2.2	Performs limited searches using one or two search criteria Uses layout to locate information Makes connections between parts of documents Makes low-level inferences
B1.1	Conveys information on familiar topics Gives short, straightforward instructions or directions Speaks or signs clearly in a focused and organized way
B2.1	Writes simple texts to request, remind, or inform Conveys simple ideas and factual information
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Follows instructions on documents
B2.2	Writes texts to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decided what information is needed, where and how to enter the information
E1	Demonstrates positive attitude to learning Accepts new learning challenges Takes responsibility for learning Takes initiative Takes risks in learning situations

Unit: Name-Calling and Humor - Learning Activity 10

B1.2	Shows an awareness of factors that affect interactions, such as differences in opinions and ideas, and social, linguistic, and cultural differences
B3.1	Makes a direct match between what is requested and what is entered Make straightforward entries to complete very simple documents

Unit: The Multicultural Workplace - Learning Activity 11

B3.1	Makes a direct match between what is requested and what is entered Make straightforward entries to complete very simple documents

Unit: Second Languages - Learning Activity 12

A1.2	Makes connections between sentences and between paragraphs in a single text Makes low-level inferences Follows the main events of descriptive, narrative, and informational text
A2.1	Scans to locate specific details Interprets brief text and common symbols
B2.2	Writes text to explain or describe Connects ideas using paragraph structure Begins to select works and tone appropriate to the task

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Finally...Wrapping it Up! 2 Module

Unit: Problem Solving - Learning Activity 1

A1.3	Integrates several pieces of information from texts Manages unfamiliar elements to complete tasks Infers meaning which is not explicit in texts Uses organizational features, such as headings, to locate information Follows the main events of descriptive, narrative, informational, and persuasive texts Obtains information from detailed reading
A2.1	Scans to locate specific detail Interprets brief text and common symbols
B2.2	Writes text to explain or describe Begins to sequence writing with some attention to organizing principles Uses a limited range of vocabulary and punctuation appropriate to the task Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.3	Draws from multiple sources as required Manages unfamiliar elements as required Uses layout to determine where to make entries Makes inferences to decide what, where, and how to enter information

Unit: Decision Making - Learning Activity 2

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Makes low-level inferences Follows the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
A2.3	Performs complex searches using multiple search criteria Manages unfamiliar elements to complete tasks Integrates several pieces of information from documents Uses layout to locate information
B2.2	Writes text to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
B2.1	Writes simple text to request, remind, or inform Conveys simple ideas and factual information Uses sentence structure, upper and lower case, and basic punctuation
B3.2	May draw on additional simple sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Follows instructions on documents

Unit: Job Task Planning and Organizing - Learning Activity 3

A1.3	Integrates several pieces of information from texts Manages unfamiliar elements to complete tasks Uses organizational features, such as headings, to locate information Obtains information from detailed reading
A2.2	Performs limited searches using one or two search criteria Extracts information from tables and forms Makes connections between parts of documents Makes low-level inferences
A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Makes low-level inferences
A2.1	Scans to locate specific detail Interprets brief text and common symbols
B2.3	Writes text to present information, summarize, express opinions, present arguments, convey ideas, or persuade Selects and uses vocabulary, tone, and structure appropriate to the task Organizes and sequences writing to communicate effectively
B2.2	Writes text to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional sources, such as a list Uses layout to determine where to make entries Makes entries using a limited range of vocabulary Follows instructions on documents
C2.1	Reads time on analog and digital clocks Measures time using common instruments, such as clocks, timers and stopwatches Chooses appropriate units of measurement Interprets and represents time using whole numbers, decimals, and simple, common fractions
E1	Accepts new learning challenges Willing to work independently Manages time

Unit: Memory Use - Learning Activity 4

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Makes low-level inferences Follows the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
A2.2	Extracts information from tables and forms Makes connections between parts of documents Makes low-level inferences
B3.2	May draw on additional sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Makes entries using a limited range of vocabulary
B2.2	Writes text to explain or describe Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
E1	Accepts new learning challenges Willing to work independently Takes responsibility for learning Begins to use a limited number of learning strategies Begins to identify ways to remember information and reinforce learning

Unit: Finding Information - Learning Activity 5

A1.2	Makes connections between sentences and between paragraphs in a single text Scans text to locate information Makes low-level inferences Follows the main events of descriptive, narrative, and informational texts Obtains information from detailed reading
A2.2	Performs limited searches using one or two search criteria Extracts information from tables and forms Uses layout to locate information
A2.1	Scans to locate specific details Interprets brief text and common symbols
B2.2	Writes text to explain or describe Uses a limited range of vocabulary and punctuation appropriate to the task Begins to select words and tone appropriate to the task Begins to organize writing to communicate effectively
B3.2	May draw on additional sources, such as a list Uses layout to determine where to make entries Begins to make some inferences to decide what information is needed, where and how to enter the information Makes entries using a limited range of vocabulary Follows instructions on documents
B3.1	Makes a direct match between what is requested and what is entered Makes straightforward entries to complete very simple documents
D2	Selects and follows appropriate steps to complete tasks Locates and recognizes functions and commands Performs simple searches using keywords

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Finally...Wrapping it Up! 3 Module

Unit: What do you do now? - Learning Activity 1

B1.1	Chooses appropriate language in exchanges with clearly defined purposes Participates in short, simple exchanges Speaks or signs clearly in a focused and organized way Repeats or questions to confirm understanding
B2.1	Writes text to request, remind, or inform Conveys simple ideas and factual information

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