

_____, _____
 LAST FIRST

Previous Instructor: _____

Previous Level: _____

Attendance: _____ / _____ (hrs.)
 CASAS READING (highest): _____ / (date: _____)

GENERAL ASSIGNMENTS

DATE	ASSIGNMENT	COMPLETED	COMMENTS
	Self-Introduction		
	Diagnostic		
	Paragraph Format		
	CASAS		
	ENTRY RECORD		
	FIRST TEST		
	OTHER TEST		
	OTHER TEST		
	Authorization		
	Update (January)		
	EL CIVICS		

TIMED WRITING ASSIGNMENTS (in class)

- Two (2) one-paragraph timed writings (with 70% passing score) are necessary to satisfy Level 4 (Intermediate Low) requirements.
- For Levels 5 or 6, timed writings must be two to three paragraphs, and will be scored according to the Level 5 and 6 rubrics (see class website for details).

DATE	ASSIGNMENT	TIME	ASSESSMENT
	Diagnostic		

DRAFT WRITING ASSIGNMENTS

- Four (4) one-paragraph “A” assignments (with 70% passing score), and one (1) “B” assignment necessary to satisfy Level 4 (Intermediate Low) requirements.
- For Levels 5 or 6, assignments must be two to three paragraphs, and will be scored according to the Level 5 and 6 rubrics (see class website for details).

DATE	ASSIGNMENT	PRE-WRITING?	FINISHED?	COMMENTS
1	#1-A			
	#1-B <input type="checkbox"/> Academic <input type="checkbox"/> News <input type="checkbox"/> Workplace			
2	#2-A			
	#2-B <input type="checkbox"/> Academic <input type="checkbox"/> News <input type="checkbox"/> Workplace			
3	#3-A			
	#3-B <input type="checkbox"/> Academic <input type="checkbox"/> News <input type="checkbox"/> Workplace			
4	#4-A			
	#4-B <input type="checkbox"/> Academic <input type="checkbox"/> News <input type="checkbox"/> Workplace			
5	#5-A			
	#5-B <input type="checkbox"/> Academic <input type="checkbox"/> News <input type="checkbox"/> Workplace			

OTHER / NOTES: _____
