

CASAS	Life Skill Competency	Book Location
0.1.2	Identify or use appropriate language for informational purposes (e.g., to identify, describe, ask for information, state needs, command, agree or disagree, ask permission)	Pre-unit; Unit 1, Lessons 1-5 & RE; Unit 2, Lessons 1-5 & RE; Unit 3, Lessons 1-5 & RE; Unit 4, Lessons 1-5 & RE; Unit 5, Lessons 1-5 & RE; Unit 6, Lessons 1, 2, 4, 5 & RE; Unit 7, Lessons 1-5 & RE; Unit 8, Lessons 1-5 & RE; Unit 9, Lessons 1-5 & RE; Unit 10, Lessons 1, 2, 4, 5 & RE; Unit 11, Lessons 1-5 & RE; Unit 12, Lessons 1-5 & RE
0.1.4	Identify or use appropriate language in general social situations (e.g., to greet, introduce, thank, apologize, compliment, express pleasure or regret)	Pre-unit
0.1.5	Identify or use appropriate classroom behavior	Pre-unit; Unit 1, Lessons 1, 2, 4, 5 & RE; Unit 2, Lessons 1-5 & RE; Unit 3, Lessons 1-5 & RE; Unit 4, Lessons 1-5 & RE; Unit 5, Lessons 1-5 & RE; Unit 6, Lessons 1, 2, 4, 5 & RE; Unit 7, Lessons 1-5 & RE; Unit 8, Lessons 1-5 & RE; Unit 9, Lessons 1-5 & RE; Unit 10, Lessons 1, 2, 4, 5 & RE; Unit 11, Lessons 1-5 & RE; Unit 12, Lessons 1-5 & RE
0.1.6	Clarify or request clarification	Unit 11, Lessons 3, 4 & RE
0.2.1	Respond appropriately to common personal information questions	Pre-unit; Unit 1, Lessons 1, 2, 4, 5 & RE; Unit 2, Lessons 1, 4, 5 & RE; Unit 3, Lessons 1-5 & RE; Unit 5, Lesson 2 & RE; Unit 6, Lessons 1, 2 & RE; Unit 7, Lessons 3, 5 & RE; Unit 8, Lessons 1, 2, 5 & RE; Unit 9, Lessons 2-4; Unit 10, Lessons 1 & 2; Unit 11, Lessons 1-3 & RE; Unit 12, Lessons 1-3 & RE
0.2.3	Interpret or write a personal note, invitation, or letter	Unit 1, Lesson 2; Unit 4, Lesson 2; Unit 10, Lesson 2
0.2.4	Converse about daily and leisure activities and personal interests	Unit 12, Lesson 3
1.1.3	Interpret maps and graphs	Unit 1, Lesson 4; Unit 10, Lesson 4
1.1.5	Interpret temperatures	Unit 7, Lesson 5
1.1.8	Compute averages	Unit 1, Lesson 4
1.3.1	Compare different methods used to purchase goods and services	Unit 8, Lesson 1
1.3.3	Identify or use various methods to purchase goods and services, and make returns and exchanges	Unit 8, Lessons 2 & 4
1.3.4	Use catalogs, order forms, and related information to purchase goods and services	Unit 8, Lesson 4
1.4.1	Identify different kinds of housing, areas of the home, and common household items	Unit 11, Lessons 2 & 5
1.4.2	Select appropriate housing by interpreting classified ads, signs, and other information	Unit 11, Lesson 5
1.4.3	Interpret lease and rental agreements	Unit 11, Lesson 5
1.4.5	Interpret information about tenant and landlord rights	Unit 11, Lesson 5
1.4.6	Interpret information about housing loans and home-related insurance	Unit 7, Lesson 1
1.5.1	Interpret information about personal and family budgets	Unit 7, Lessons 1, 4 & RE
1.5.2	Plan for major purchases	Unit 7, Lesson 1

1.6.2	Identify consumer protection resources available when confronted with fraudulent practices	Unit 8, Lesson 5
1.6.3	Identify procedures the consumer can follow if merchandise or service is unsatisfactory	Unit 8, Lessons 2 & 5
2.1.4	Interpret telephone billings	Unit 3, Lesson 5
2.2.1	Ask for, give, follow, or clarify directions	Unit 3, Lesson 4
2.3.3	Interpret information about weather conditions	Unit 5, Lesson 2
2.5.1	Locate and utilize services of agencies that provide emergency help	Unit 3, Lesson 1
2.5.6	Use library services	Unit 1, Lesson 5; Unit 4, Lesson 5; Unit 9, Lesson 5; Unit 10, Lesson 5; Unit 11, Lesson 5; Unit 12, Lesson 5
3.1.3	Identify and utilize appropriate health care services and facilities, including interacting with providers	Unit 9, Lesson 4
3.2.3	Interpret information associated with medical, dental, or life insurance	Unit 9, Lesson 5
3.4.1	Interpret product label directions and safety warnings	Unit 5, Lesson 1
3.4.2	Identify safety measures that can prevent accidents and injuries	Unit 5, Lessons 1, 2, 4, 5 & RE
3.5.9	Identify practices that promote physical well being	Unit 9, Lessons 1-5 & RE
4.1.2	Follow procedures for applying for a job, including interpreting and completing job applications, résumés, and letters of application	Unit 4, Lesson 2
4.1.4	Identify and use information about training opportunities	Unit 4, Lesson 1
4.1.5	Identify procedures involved in interviewing for a job, such as arranging for an interview, acting and dressing appropriately, and selecting appropriate questions and responses	Unit 4, Lesson 4
4.1.6	Interpret general work-related vocabulary	
4.1.7	Identify appropriate behavior and attitudes for getting a job	Unit 6, Lesson 1
4.1.9	Identify procedures for career planning, including self-assessment	Unit 4, Lesson 5
4.2.1	Interpret wages, wage deductions, benefits, and timekeeping forms	Unit 6, Lesson 4
4.3.1	Interpret safety signs found in the workplace	Unit 5, Lesson 1

4.3.4	Report unsafe working conditions and work-related accidents, injuries, and damages	Unit 5, Lesson 4
4.4.1	Identify appropriate behavior, attire, attitudes, and social interaction, and other factors that affect job retention and advancement	Unit 6, Lessons 1 & 5
4.4.2	Identify appropriate skills and education for keeping a job and getting a promotion	Unit 4, Lesson 1
4.4.4	Interpret job responsibilities and performance reviews	Unit 12, Lesson 4
4.4.5	Identify job training needs and set learning goals	Unit 4, Lesson 1
4.5.5	Demonstrate basic computer skills and use of common software programs, including reading or interpreting computergenerated printouts	Unit 11, Lesson 2
4.5.6	Demonstrate ability to select, set up and use tools and machines in order to accomplish a task, while operating within a technological system	Unit 11, Lesson 2
4.6.2	Interpret and write work-related correspondence, including notes, memos, letters, and e-mail	Unit 6, Lesson 2
4.6.5	Select and analyze work-related information for a given purpose and communicate it to others orally or in writing	Unit 6, Lesson 2
4.8.1	Demonstrate ability to work cooperatively with others as a member of a team, contributing to team efforts, maximizing the strengths of team members, promoting effective group interaction, and taking personal responsibility for accomplishing goals	Unit 1, Lesson 1 & RE; Unit 2, Lesson 1 & RE; Unit 3, Lesson 1 & RE; Unit 4, Lesson 1 & RE; Unit 5, Lesson 1 & RE; Unit 6, Lesson 1; Unit 7, Lesson 1; Unit 8, RE; Unit 9, Lesson 1 & RE; Unit 10, RE; Unit 11, Lesson 1 & RE; Unit 12, Lesson 1 & RE
4.8.7	Identify and use effective approaches to working within a multicultural workforce, including respecting cultural diversity, avoiding stereotypes, and recognizing concerns of members of other ethnic and gender groups	Unit 6, Lesson 5
5.6.1	Interpret information about neighborhood or community problems and their solutions	Unit 10, Lessons 1, 2, 4, 5 & RE

5.6.2	Interpret information about civic organizations and public service groups	Unit 10, Lessons 2 & 3
5.7.1	Interpret information about environmental issues	Unit 10, Lesson 5 & RE
6.0.3	Identify information needed to solve a given problem	Unit 1, Lesson 4; Unit 2, Lesson 4; Unit 3, Lesson 4; Unit 4, Lesson 4; Unit 6, Lesson 4; Unit 7, Lesson 4; Unit 8, Lesson 4; Unit 9, Lesson 4; Unit 10, Lesson 4; Unit 11, Lesson 4; Unit 12, Lesson 4
6.0.4	Determine appropriate operation to apply to a given problem	Unit 1, Lesson 4; Unit 2, Lesson 4; Unit 3, Lesson 4; Unit 4, Lesson 4; Unit 6, Lesson 4; Unit 7, Lesson 4; Unit 8, Lesson 4; Unit 9, Lesson 4; Unit 10, Lesson 4; Unit 11, Lesson 4; Unit 12, Lesson 4
6.0.5	Demonstrate use of a calculator	Unit 6, Lesson 4
6.1.1	Add whole numbers	Unit 4, Lesson 4; Unit 7, Lesson 4; Unit 9, Lesson 4
6.1.2	Subtract whole numbers	Unit 2, Lesson 4; Unit 6, Lesson 4; Unit 7, Lesson 4; Unit 10, Lesson 4; Unit 11, Lesson 4
6.1.4	Divide whole numbers	Unit 1, Lesson 4
6.2.1	Add decimal fractions	Unit 3, Lesson 4; Unit 8, Lesson 4
6.2.3	Multiply decimal fractions	Unit 3, Lesson 4; Unit 8, Lesson 4; Unit 12, Lesson 4
6.2.5	Perform multiple operations using decimal fractions	Unit 3, Lesson 4; Unit 8, Lesson 4
6.4.2	Apply a percent in a context not involving money	Unit 12, Lesson 4
6.4.3	Calculate percents	Unit 12, Lesson 4
6.6.6	Calculate with units of time	Unit 4, Lesson 4
6.7.2	Interpret data given in a bar graph	Unit 1, Lesson 4
6.7.4	Interpret data given in a circle graph	Unit 5, Lesson 4; Unit 10, Lesson 4; Unit 12, Lesson 4
7.1.1	Identify and prioritize personal, educational, and workplace goals	Unit 12, Lesson 2 & RE
7.2.1	Identify and paraphrase pertinent information	Unit 2, Lessons 2 & 3
7.2.2	Analyze a situation, statement, or process, identifying component elements and causal and part/whole relationships	Unit 7, Lessons 2 & 3; Unit 12, Lesson 5
7.2.3	Make comparisons, differentiating among, sorting, and classifying items, information, or ideas	Unit 8, Lesson 1
7.2.4	Identify or make inferences through inductive and deductive reasoning to hypothesize, predict, conclude, and synthesize; distinguish fact from opinion, and determine what is mandatory and what is discretionary	Unit 2, RE; Unit 4, RE; Unit 7, Lesson 2
7.2.5	Evaluate a situation, statement, or process, assembling information and providing evidence, making judgements, examining assumptions, and identifying contradictions	Unit 3, Lesson 1; Unit 7, Lessons 2 & 3; Unit 8, Lesson 4
7.2.6	Generate ideas using divergent (brainstorming) and convergent (focus) approaches, and also through creative imagination	Unit 6, RE; Unit 7, Lesson 3; Unit 8, RE

7.2.6	Generate ideas using divergent (brainstorming) and convergent (focus) approaches, and also through creative imagination	Unit 9, RE; Unit 10, RE; Unit 11, RE; Unit 12, RE
7.3.1	Identify a problem and its possible causes	Unit 1, RE; Unit 2, RE; Unit 3, RE; Unit 4, RE; Unit 5, RE; Unit 6, RE; Unit 7, RE; Unit 8, RE; Unit 9, RE; Unit 10, RE; Unit 11, RE; Unit 12, RE
7.3.2	Devise and implement a solution to an identified problem	Unit 1, RE; Unit 2, RE; Unit 3, RE; Unit 4, RE; Unit 5, RE; Unit 6, RE; Unit 7, RE; Unit 8, RE; Unit 10, RE; Unit 11, RE; Unit 12, RE
7.3.4	Utilize problem-solving strategies, such as breaking down the problem into component parts and generating alternative or creative solutions	Unit 1, RE; Unit 2, RE; Unit 3, RE; Unit 4, RE; Unit 6, RE; Unit 7, RE; Unit 8, RE; Unit 9, RE; Unit 10, RE; Unit 11, RE; Unit 12, RE
7.4.2	Take notes or write a summary or an outline	Unit 5, Lesson 2; Unit 8, Lesson 5
7.4.4	Identify or utilize appropriate informational resources, including the Internet	Unit 1, Lesson 5; Unit 2, Lessons 1-5; Unit 3, Lesson 5; Unit 4, Lesson 5; Unit 5, Lesson 5; Unit 6, Lesson 5; Unit 7, Lesson 5; Unit 8, Lessons 2 & 5; Unit 9, Lesson 5; Unit 10, Lesson 5; Unit 11, Lessons 1, 2 & 5; Unit 12, Lesson 5
7.4.5	Use reference materials, such as dictionaries and encyclopedias	Pre-unit; Unit 1, Lesson 1; Unit 3, Lesson 1; Unit 4, Lesson 1; Unit 5, Lesson 1; Unit 6, Lesson 1; Unit 7, Lesson 1; Unit 8, Lesson 1; Unit 10, Lesson 1; Unit 12, Lesson 1
7.4.7	Identify or utilize test-taking skills	Unit 1, Lessons 2 & 3; Unit 3, Lessons 1, 2 & 5; Unit 4, Lessons 2-5; Unit 5, Lessons 2-4; Unit 6, Lesson 3; Unit 7, Lesson 4 & RE; Unit 8, Lesson 3; Unit 9, Lesson 3; Unit 10, Lesson 4; Unit 11, Lessons 2, 3, 5 & RE; Unit 12, Lesson 3
7.4.9	Identify personal learning style	Unit 1, Lessons 2, 5 & RE
7.5.6	Identify or use strategies for communicating more successfully	Unit 3, Lesson 2; Unit 4, Lesson 4; Unit 6, Lesson 5; Unit 9, Lessons 4 & 5; Unit 10, Lessons 3 & 4; Unit 11, Lessons 3-4; Unit 12, Lesson 4 & RE