

PBS Literacy Link[®]
Workplace Essential Skills
Video and Workbook Series

CORRELATION to TABE

Forms 7 & 8

PBS LiteracyLink[®]
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Introduction

This publication is a correlation of the PBS LiteracyLink[®] *Workplace Essential Skills* videotape and workbook series to Forms 7 and 8 of the Tests of Adult Basic Education (TABE). (These materials are correlated to the Complete Battery editions.)

LiteracyLink[®] is a joint project of PBS, Kentucky Educational Television, the National Center on Adult Literacy, and the Kentucky Department of Education.

Using the Correlation

Instructors can use this correlation as a placement tool based on a student's performance on the TABE or as a diagnostic tool to help students strengthen specific skill areas. The **numbers** on the charts refer to specific questions on that form of the TABE. For example, on page 2 the 46 across from *Schedules* indicates Question 46 on TABE Form 8, Level M.

This correlation includes Levels M and D of TABE 7 and 8. These levels are written in the following target grade ranges:
Grade Ranges: **M (Medium) 3.6-6.9** **D (Difficult) 6.6-8.9**

***Workplace Essential Skills* components included in this correlation:**

<p><u>Videotapes</u></p> <ol style="list-style-type: none"> 1. Planning to Work 2. Matching Skills and Jobs 3. Applying for Jobs 4. Resumes, Tests, and Choices 5. Interviewing 6. Ready for Work 7. Workplace Safety 8. Learning at Work 9. The Language of Work 10. Communicating with Co-Workers and Supervisors 	<ol style="list-style-type: none"> 11. Working Together 12. Communicating with Customers 13. A Process for Writing 14. Supplying Information: Directions, Forms, and Charts 15. Writing Memos and Letters 16. Reading for a Purpose 17. Finding What You Need: Forms and Charts 18. Following Directions 19. Reading Reports and Manuals 20. Number Sense 	<ol style="list-style-type: none"> 21. Solving Problems 22. Fractions, Decimals, and Percents 23. Measurements and Formulas 24. Trends and Predictions: Graphs and Data <p><u>Workbooks</u></p> <p>Reading Communication and Writing Math Employment</p>
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Correlation Table to the PBS *Workplace Essential Skills* Videotape Series

TABE Test 1: Reading

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills</i> Videotape	<i>Workplace Essential Skills</i> Workbook
	Level M	Level D	Level M	Level D		
Interpreting Graphic Information						
◆ Signs					7: Workplace Safety 19: Reading Reports and Manuals	Employment, pp. 2, 7, 130-131, 136 Communication and Writing Skills, p. 118
◆ Schedules			46		9: The Language of Work 16: Reading for a Purpose 20: Number Sense 22: Fractions, Decimals, and Percents 24: Trends and Predictions: Graphs and Data	Communication and Writing Skills, pp. 124-125 Reading, pp. 42-43, 129 Math, pp. 34-35
◆ Dictionary Usage		6			15: Writing Memos and Letters 16: Reading for a Purpose 18: Following Directions	Communication and Writing Skills, pp. 107, 150 Reading, pp. 27, 29, 125
◆ Index		18, 19, 20, 21, 22			16: Reading for a Purpose 19: Reading Reports and Manuals	Reading, pp. 81, 82, 84, 132
◆ Library Catalog Card Display				5, 6	1: Planning to Work 19: Reading Reports and Manuals	
◆ Reference Sources		49, 50		41, 42	1: Planning to Work 13: A Process for Writing 16: Reading for a Purpose 19: Reading Reports and Manuals	Employment, pp. 12-13, 21, 22, 23 Reading, pp. 27, 73-92, 132
◆ Maps			47, 48, 49	19, 20, 22, 23	18: Following Directions	

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills</i> Videotape	<i>Workplace Essential Skills</i> Workbook
	Level M	Level D	Level M	Level D		
◆ Graphs	6, 7				18: Following Directions 24: Trends and Predictions: Graphs and Data	Math, pp. 94-95, 98-99, 103-112
◆ Forms	36, 37, 38, 39, 40	30, 32, 33, 34	10, 11, 12, 13		3: Applying for Jobs 8: Learning at Work 13: A Process for Writing 14: Supplying Information 16: Reading for a Purpose 17: Finding What You Need: Forms and Charts 19: Reading Reports and Manuals 20: Number Sense 21: Solving Problems 24: Trends and Predictions: Graphs and Data	Employment, pp. 3, 51-55, 60- 63, 135 Communication and Writing Skills, pp. 122-123, 128-130 Reading, pp. 37-52, 86, 128 Math, pp. 14, 21, 25, 30, 32, 51, 61, 64, 68, 69, 100-101
◆ Consumer Materials	27, 28				2: Matching Skills and Jobs 14: Supplying Information 15: Writing Memos and Letters 16: Reading for a Purpose 17: Finding What You Need: Forms and Charts 19: Reading Reports and Manuals 20: Number Sense 21: Solving Problems 24: Trends and Predictions: Graphs and Data	Employment, pp. 30, 129 Communication and Writing Skills, pp. 78-79, 122-123, 148 Reading, pp. 70-72, 74-75, 82- 83, 89, 90-91 Math, pp. 14, 28, 40-41, 45
Words in Context						
◆ Same Meaning	3, 5, 15, 41	3, 7, 15, 24, 35	14, 16, 18, 30	9, 12, 17, 25, 37, 44		Reading, pp. 27, 124
◆ Opposite Meaning	26, 45		33			Reading, p. 124

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills</i> Videotape	<i>Workplace Essential Skills</i> Workbook
	Level M	Level D	Level M	Level D		
◆ Appropriate Word	12		38, 41		4: Resumes, Tests, and Choices 13: A Process for Writing 14: Supplying Information	Reading, p. 124
Recall Information						
◆ Details	8, 19, 21, 24, 32	1, 8, 23	3, 25, 31, 34, 36, 39	14, 15, 30, 31	13: A Process for Writing 15: Writing Memos and Letters 17: Finding What You Need: Forms and Charts 18: Following Directions 19: Reading Reports and Manuals	Employment, pp. 39, 41, 45 Communication and Writing Skills, pp. 136-139, 144, 149 Reading, pp. 21, 70-72, 120-121
◆ Sequence	11, 16		20, 21, 22, 23, 43	11	9: The Language of Work 10: Communicating with Co-Workers and Supervisors 14: Supplying Information 16: Reading for a Purpose 17: Finding What You Need: Forms and Charts 18: Following Directions	Communication and Writing Skills, pp. 41, 117 Reading, pp. 28, 59-61, 131 Math, p. 19
◆ Stated Concepts	44	9, 16, 27, 44	8	1, 3, 10, 46		
Construct Meaning						
◆ Character Aspects	20, 22, 29, 30, 31	10, 25	4, 24	16	13: A Process for Writing	

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills</i> Videotape	<i>Workplace Essential Skills</i> Workbook
	Level M	Level D	Level M	Level D		
◆ Main Idea	14, 18, 23, 50	12, 42	5, 29	4, 8, 35	19: Reading Reports and Manuals	Employment, p. 41 Communication and Writing Skills, p. 143 Reading, pp. 19, 21, 31, 120-122
◆ Summary/ Paraphrase		17, 29, 31		49	9: The Language of Work 16: Reading for a Purpose	Employment, pp. 27, 109, 127 Communication and Writing Skills, p. 16 Reading, pp. 59, 63
◆ Cause/Effect	47, 48	14	2, 7, 28, 32, 37	45	7: Workplace Safety 14: Supplying Information 19: Reading Reports and Manuals 21: Solving Problems 24: Trends and Predictions: Graphs and Data	Employment, pp. 120-121 Reading, pp. 67-72
◆ Compare/ Contrast	33	41			1: Planning to Work 15: Writing Memos and Letters 16: Reading for a Purpose 19: Reading Reports and Manuals 20: Number Sense 21: Solving Problems 24: Trends and Predictions: Graphs and Data in	Employment, pp. 78-79 Communication and Writing Skills, p. 61 Reading, p. 83 Math, pp. 58, 62, 88
◆ Conclusion	1, 2, 4, 9, 10, 42	2, 4, 11, 36, 43, 45, 47	1, 6, 15, 27, 44, 45	2, 7, 13, 18, 27, 28, 29, 32, 33, 48	15: Writing Memos and Letters 19: Reading Reports and Manuals 24: Trends and Predictions: Graphs and Data	Math, p. 109
◆ Supporting Evidence		28	17		13: A Process for Writing 21: Solving Problems 24: Trends and Predictions: Graphs and Data	Math, p. 109

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills</i> Videotape	<i>Workplace Essential Skills</i> Workbook
	Level M	Level D	Level M	Level D		
Evaluate/ Extend Meaning						
◆ Fact/Opinion	13, 17	38	40, 50	21, 34	13: A Process for Writing	
◆ Predict Outcomes	35		9, 42		7: Workplace Safety 11: Working Together 19: Reading Reports and Manuals 21: Solving Problems 22: Fractions, Decimals, and Percents 24: Trends and Predictions: Graphs and Data	Employment, pp. 120-121 Communication and Writing Skills, pp. 61-63 Reading, pp. 67-72
◆ Apply Passage Element		26, 39, 40		39, 47		
◆ Generalizations	34	46	26	24, 26		
◆ Effect/Intention						
◆ Author Purpose	25, 46, 49	5	19, 35	40, 50	13: A Process for Writing 14: Supplying Information 15: Writing Memos and Letters 16: Reading for a Purpose 17: Finding What You Need: Forms and Charts 18: Following Directions	Communication and Writing Skills, pp. 125, 136 Reading, pp. 18-21, 31, 78
◆ Point of View		48			9: The Language of Work 13: A Process for Writing 14: Supplying Information 15: Writing Memos and Letters	Communication and Writing Skills, pp. 24, 136 Math, p. 49
◆ Style Techniques	43	37		38	15: Writing Memos and Letters	Communication and Writing Skills, p. 141
◆ Genre		13		36, 43	15: Writing Memos and Letters 19: Reading Reports and Manuals	Communication and Writing Skills, p. 140 Reading, p. 78

Correlation Table to the PBS *Workplace Essential Skills* Videotape Series

TABE Test 2: Mathematics Computation

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills</i> Videotape	<i>Workplace Essential Skills</i> Workbook
	Level M	Level D	Level M	Level D		
Addition of Whole Numbers – <i>No Regrouping</i>						
◆ Up to 3 Digits			2		20: Number Sense	Math, pp. 27, 99
◆ Column to 3 Digits						
◆ Up to 4 Digits	3, 8					Math, pp. 38, 83, 145
Addition of Whole Numbers – <i>Regrouping</i>						
◆ Up to 3 Digits	13		4		21: Solving Problems	Math, pp. 38, 79
◆ Column to 3 Digits					15: Writing Memos and Letters	
◆ Up to 4 Digits	4		8		14: Supplying Information	Math, p. 145
◆ 3 One-Digit Numbers			1			
Subtraction of Whole Numbers – <i>No Regrouping</i>						
◆ From 2 or 3 Digits	2		3		20: Number Sense 21: Solving Problems	Math, pp. 27, 79, 145
◆ From 4 Digits	10, 12					Math, p. 38

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		Workplace Essential Skills Videotape	Workplace Essential Skills Workbook
	Level M	Level D	Level M	Level D		
Subtraction of Whole Numbers – Regrouping						
◆ From 2 or 3 Digits	5		13		14: Supplying Information	Math, pp. 39, 145
Multiplication of Whole Numbers – No Regrouping						
◆ Basic Facts					21: Solving Problems	
◆ By 1 Digit	1, 11, 18	5	6, 12			
◆ By 2+ Digits			5		20: Number Sense 23: Measurement and Formulas	Math, p. 42
Multiplication of Whole Numbers – Regrouping						
◆ By 1 Digit			23	1, 3		
◆ By 2+ Digits	7, 14	3, 6, 7	15	8, 10		Math, p. 146
Division of Whole Numbers – No Remainder						
◆ Basic Facts			9			
◆ By 1 Digit	6, 9	1, 4, 9	7	2, 4		Math, p. 42, 99
◆ By 2+ Digits	16	8	11	7	20: Number Sense	Communication and Writing Skills, p. 139 Math, pp. 27, 146
Division of Whole Numbers – Remainder						
◆ By 1 Digit	17		16	9	21: Solving Problems	
Decimals						
◆ Addition	25	2		6, 12	14: Supplying Information 22: Fractions, Decimals, and Percents	Reading, p. 69 Math, p. 59, 83

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		Workplace Essential Skills Videotape	Workplace Essential Skills Workbook
	Level M	Level D	Level M	Level D		
◆ Subtraction		12, 13	24, 25	5	20: Number Sense 22: Fractions, Decimals, and Percents	Reading, p. 69 Math, pp. 21, 59, 83
◆ Multiplication	19, 22, 24	17	17, 21	22	14: Supplying Information 21: Solving Problems 22: Fractions, Decimals, and Percents 23: Measurements and Formulas	Math, pp. 43, 59, 83, 146
◆ Division		11		24	21: Solving Problems 22: Fractions, Decimals, and Percents	Math, p. 43, 59, 83, 146, 148, 150
Fractions						
◆ Addition			18, 20	18, 19	22: Fractions, Decimals, and Percents 23: Measurements and Formulas	Math, pp. 62-63, 78-81, 149-150
◆ Subtraction	15, 23	10, 14		16		Math, pp. 62-63, 78-81
◆ Multiplication	20, 21		19, 22	13	22: Fractions, Decimals, and Percents	Math, pp. 63, 78-81, 149
◆ Division		15, 23				Math, pp. 63, 78-81, 149
Integers						
◆ Addition		22		20		
◆ Subtraction		18, 25		21, 25		
◆ Multiplication						
◆ Division		20		11		
Percents						
◆ Percents		16, 19, 21, 24		14, 15, 17, 23	22: Fractions, Decimals, and Percents	Communication and Writing Skills, p. 139
Algebraic Operations						
◆ Algebraic Operations					21: Solving Problems	

Correlation Table to the PBS *Workplace Essential Skills Videotape and Workbook Series*

TABE Test 3: Applied Mathematics

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills Videotape</i>	<i>Workplace Essential Skills Workbook</i>
	Level M	Level D	Level M	Level D		
Numeration						
◆ Word Names	23	31				
◆ Recognize Numbers	18	1	4	1	20: Number Sense	
◆ Ordering			24, 40		20: Number Sense	Math, pp. 19, 58, 62, 84-85
◆ Place Value	6				20: Number Sense	Math, pp. 18-19, 38-39, 42-43, 147
◆ Expanded Notation		6				
◆ Comparison	19	8		5, 17	21: Solving Problems 22: Fractions, Decimals, and Percents	Math, pp. 58, 62
◆ Fractional Part	16, 29	13	25, 48	19, 32, 45	22: Fractions, Decimals, and Percents	Reading, pp. 69
◆ Root						
◆ Number Line		3				
Number Theory						
◆ Odd, Even Numbers						
◆ Sequence	2, 9		1		20: Number Sense	
◆ Properties	8		12			
◆ Equivalent Form	3, 33		28	30	22: Fractions, Decimals, and Percents 23: Measurements and Formulas	Reading, p. 69 Math, pp. 62, 65, 78-79, 83, 150

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		Workplace Essential Skills Videotape	Workplace Essential Skills Workbook
	Level M	Level D	Level M	Level D		
◆ Multiples						
◆ Divisibility			13			
◆ Factors			8			
◆ Ratio, Proportion	43		20, 31	26, 27	20: Number Sense 22: Fractions, Decimals, and Percents	Math, pp. 66-69
◆ Percent		14, 15, 25, 34, 43		9, 14, 44	22: Fractions, Decimals, and Percents 24: Trends and Predictions: Graphs and Data	Math, pp. 66-69, 100-106, 111-112
Data Interpretation						
◆ Graph	14	10, 11, 36, 47, 48, 49		7, 37, 38, 39	18: Following Directions 24: Trends and Predictions: Graphs and Data	Math, pp. 94-95, 98-99, 103-112
◆ Probability, Statistics		35, 50			24: Trends and Predictions: Graphs and Data	
◆ Table, Chart, Diagram	20, 22, 28, 30, 31, 34, 36, 38		5, 6, 7, 10, 11, 15, 22, 23	10	14: Supplying Information 16: Reading for a Purpose 18: Following Directions 19: Reading Reports and Manuals 21: Solving Problems 24: Trends and Predictions: Graphs and Data	Reading, pp. 22, 30, 54, 62, 64, 67, 74, 83, 87, 127, 129, 131 Math, pp. 23, 34, 40-41 49-51, 54, 61, 64, 68-72, 74, 80, 82, 85-92, 94-95, 101, 111-112
◆ Pre-Solution				8	21: Solving Problems	
Pre-Algebra and Algebra						
◆ Function, Pattern	4, 35	4, 5, 37	2,3, 42, 50	3, 20	20: Number Sense	Math, pp. 22-25
◆ Missing Element	1, 7, 13		9	4	23: Measurements and Formulas	Math, pp. 44, 67, 79, 86-89

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		Workplace Essential Skills Videotape	Workplace Essential Skills Workbook
	Level M	Level D	Level M	Level D		
◆ Number Sentence		2				
◆ Strategy Application	12				21: Solving Problems 22: Fractions, Decimals, and Percents	Math, pp. 44-45, 68, 69
◆ Equations		7		6, 13, 42	21: Solving Problems 22: Fractions, Decimals, and Percents	Math, pp. 44, 67, 86-89, 152
◆ Applied Algebra		9			21: Solving Problems	
Measurement						
◆ Appropriate Instrument			18		18: Following Directions 23: Measurements and Formulas	Math, pp. 88-89
◆ Money			47	2, 47	2: Matching Skills and Jobs 4: Resumes, Tests, and Choices 14: Supplying Information 16: Reading for a Purpose 18: Following Directions 20: Number Sense 21: Solving Problems 22: Fractions, Decimals, and Percents	Communication and Writing Skills, p. 83 Reading, p. 26 Math, pp. 14-15, 20-23, 26-32
◆ Time	5, 39, 47	24, 27, 29	43	31	6: Ready for Work 8: Learning at Work 20: Number Sense 21: Solving Problems 22: Fractions, Decimals, and Percents	Employment, pp. 110-111 Math, pp. 22-23, 92
◆ Temperature			21		24: Trends and Predictions: Graphs and Data	Math, pp. 108-109

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills Videotape</i>	<i>Workplace Essential Skills Workbook</i>
	Level M	Level D	Level M	Level D		
◆ Length				23	11: Working Together 18: Following Directions 20: Number Sense 21: Solving Problems 22: Fractions, Decimals, and Percents 23: Measurements and Formulas 24: Trends and Predictions: Graphs and Data	Reading, pp. 64-65 Math, pp. 44, 60-61, 84
◆ Mass, Weight			17, 19, 41		20: Number Sense 21: Solving Problems 23: Measurements and Formulas	Reading, pp. 68-69 Math, pp. 74-75, 85
◆ Perimeter	26, 45		36	22	18: Following Directions	Math, pp. 86, 90, 151
◆ Area	25	18			23: Measurements and Formulas	Math, pp. 45, 86-91, 151
◆ Volume, Capacity		28			20: Number Sense 21: Solving Problems 23: Measurements and Formulas	Math, pp. 87, 151
◆ Surface Area				29		
Geometry						
◆ Symmetry			32			
◆ Pattern, Shape	50		34, 49	50	24: Trends and Predictions: Graphs and Data	
◆ Geometric Elements	11				23: Measurements and Formulas	Math, pp. 151
◆ Congruency		17	35	21		
◆ Plane Figures	44	45				

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills Videotape</i>	<i>Workplace Essential Skills Workbook</i>
	Level M	Level D	Level M	Level D		
◆ Solid Figures	49	40				Math, p. 151
◆ Coordinate Geometry						
◆ Visualization					22: Fractions, Decimals, and Percents 23: Measurements and Formulas	Reading, pp. 26, 29, 69
◆ Logical Reasoning	37				21: Solving Problems	
◆ Angles		19	33			
◆ Triangles		39, 44		18		
◆ Similarity	48			34		
◆ Parts of Circle			37	16		Math, pp. 88-89, 151
Pythagorean Theorem						
Computation in Context						
◆ Whole Numbers	15, 40, 41	26, 30, 38	30	24	20: Number Sense 21: Solving Problems 23: Measurements and Formulas	Math, pp. 34-35, 40-43, 78-79, 99, 110-111
◆ Decimals	21, 24, 32	33	29, 38, 45	11, 25, 33	20: Number Sense 21: Solving Problems 22: Fractions, Decimals, and Percents 23: Measurements and Formulas	Reading, p. 69 Math, pp. 20-21, 27-32, 35, 39-41, 43, 45, 48-49, 58-61, 82-85, 89
◆ Fractions		23, 32, 41	27	46	20: Number Sense 22: Fractions, Decimals, and Percents 23: Measurements and Formulas	Reading, p. 69 Math, pp. 22-23, 62-65, 78-80

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills Videotape</i>	<i>Workplace Essential Skills Workbook</i>
	Level M	Level D	Level M	Level D		
◆ Percent				28, 41, 43	20: Number Sense 22: Fractions, Decimals, and Percents 24: Trends and Predictions: Graphs and Data	Communication and Writing Skills, p. 83 Math, pp. 66-69, 100-106, 110-112
◆ Algebraic Operations					21: Solving Problems	
Estimation						
◆ Reasonableness of answer	27, 42	20	39	48	21: Solving Problems 23: Measurements and Formulas	Math, pp. 26-30, 47
◆ Rounding	17, 46		1, 16, 44	12, 35, 36	21: Solving Problems	Math, pp. 26-30, 89
◆ Estimation	10	12, 16, 21, 22, 42, 46	26, 46	15, 40, 49	18: Following Directions 20: Number Sense 21: Solving Problems 22: Fractions, Decimals, and Percents 23: Measurements and Formulas	Math, pp. 26-30, 46-47

Correlation Table to the PBS *Workplace Essential Skills Videotape and Workbook Series*

TABE Test 4: Language

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills Videotape</i>	<i>Workplace Essential Skills Workbook</i>
	Level M	Level D	Level M	Level D		
Usage – Pronoun					13: A Process for Writing 15: Writing Memos and Letters	
◆ Nominative	5, 47			35		
◆ Objective			49			
◆ Possessive		4	45			Communication and Writing Skills, p. 193
◆ Relative	37		51	4, 51		
◆ Reflexive		51				
◆ Demonstrative		53				
Antecedent Agreement	16	14	10, 53			Communication and Writing Skills, pp. 105, 194
Tense						
◆ Present				5		
◆ Past	20		47	48		
◆ Future	7	6, 7	46			
◆ Perfect		38, 46	6, 18	32		
◆ Progressive				9		
Subject-Verb Agreement	8, 22, 51		7, 52	38, 45		Communication and Writing Skills, pp. 105, 193
Easily Confused Verbs		17	16	14		
Adjective						
◆ Comparative		49	8, 50			
◆ Superlative	6			6, 46		
Adverb						
◆ Comparative	9, 19	36				
◆ Superlative						

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills</i> Videotape	<i>Workplace Essential Skills</i> Workbook
	Level M	Level D	Level M	Level D		
<i>Choose Between Adjective/Adverb</i>		5, 44, 54	38	31, 37		
<i>Use Negatives</i>	21, 53	37, 45		54		
Sentence Formation					13: A Process for Writing 15: Writing Memos and Letters	Communication and Writing Skills, p. 150 Reading, pp. 21, 61
<i>Sentence Recognition</i>						
◆ Complete/ Fragment/Run-On	10, 35, 41, 50	8, 10, 48	9, 14, 20	7, 34		Communication and Writing Skills, pp. 105, 192
<i>Sentence Combining</i>						
◆ Adding Modifier	23, 26	21, 24	26, 27	19, 20		
◆ Compounding	25	22	23, 25	17		Communication and Writing Skills, pp. 192
◆ Coordinating	24	23	24			
◆ Subordinating				18		
<i>Sentence Clarity</i>						
◆ Misplaced Modifier	39					
◆ Nonparallel Structure		55	55			
◆ Verbosity/ Repetition		12, 39		10, 36, 43	4: Resumes, Tests, and Choices	
Paragraph Development					13: A Process for Writing 15: Writing Memos and Letters	Employment, pp. 59, 117 Communication and Writing Skills, p. 150 Math, pp. 49, 61, 85, 101, 109
<i>Topic Sentence</i>	29, 30	25, 26	30, 31	21, 22		Communication and Writing Skills, p. 105
<i>Supporting Sentences</i>	31, 32	31, 32	32, 33	27, 28		Math, p. 85

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		<i>Workplace Essential Skills</i> Videotape	<i>Workplace Essential Skills</i> Workbook
	Level M	Level D	Level M	Level D		
<i>Sequence</i>	27, 28	28, 29	28, 29	23, 25		Employment, p. 127 Reading, p. 61, 63, 65
<i>Unrelated Sentence</i>	33, 34	33, 34	34, 35	29, 30		

TABE Objective and Subskill	TABE FORM 7		TABE FORM 8		Workplace Essential Skills Videotape	Workplace Essential Skills Workbook
	Level M	Level D	Level M	Level D		
<i>Connective/ Transition</i>		27, 30		24, 26		Communication and Writing Skills, p. 105
Capitalization	15	11, 16, 18		8, 11, 13, 16	13: A Process for Writing 15: Writing Memos and Letters	Communication and Writing Skills, p. 105, 150
<i>First Word</i>	11	52	37			Communication and Writing Skills, p. 150
<i>Proper Noun</i>						
◆ Name			17, 48	33		
◆ Day	17					
◆ Month		13				
◆ Holiday			11			
◆ Geographic Name	40, 46		36			
<i>Title of Work</i>			44			
Punctuation					13: A Process for Writing 15: Writing Memos and Letters	Communication and Writing Skills, pp. 105, 150, 194
<i>End Mark</i>						
◆ Period	4, 13, 49	1	3			
◆ Question Mark	52	35	21			
◆ Exclamation Point	55		1, 13			
<i>Comma</i>						
◆ Compound Sentence	2, 18	50		49		
◆ Series	36, 42		2, 39, 54			
◆ Direct Address		30	5	2		
◆ Yes/No/Well						
◆ Appositive		19		12, 44, 55		
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