Design Tasks & Resources for ELA Unit Planning

DIRECTIONS: Complete the numbered tasks **in order,** **chunk and space out** the tasks, work with a **partner/team**, and **revisit/revise previous sections** as you move through the process.

IMPORTANT: Be sure to use the most updated SABES [template for the ELA Unit Plan](https://docs.google.com/document/d/1zosx7jKsEt27BZ7XYxIajM__L529_FaCAvWu_sPn5gk/edit?tab=t.0). The template has been designed to address all the ACLS-identified instructional priorities for ABE programs. The template and all other materials listed below can be accessed via the SABES [ELA Curriculum Hub](https://sabes.org/content/ela-curriculum-hub). Associated [videos](https://sabes.org/content/video-series-creating-robust-ela-unit-plans-using-sabes-template/ela-sabes-english-language) are also available.

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| **Tasks** | **Tips & Resources** |
| [ ]  **TASK 1:** Complete/Revisit **PART 1** of the SABES[ELA Unit Plan Template](https://docs.google.com/document/d/1zosx7jKsEt27BZ7XYxIajM__L529_FaCAvWu_sPn5gk/edit?tab=t.0).  | * If you have created a section for this unit on your program's **Scope & Sequence**, transfer that information into the unit plan.
* If you are working with a unit plan formatted in a different way, transfer that information into the **SABES ELA Unit Plan** template, making needed revisions as you go.
* For each row of the UP template, read and carefully consider the guidance provided in the **left column**. Make revisions as needed.
* See [Examples of Unit Outcomes and Culminating Assessments](https://docs.google.com/document/d/1SFKh_dYEOo0yepG2FDI7LWfq-ZE3_jdYERJtVZ_SpKU/edit?tab=t.0) and use the sentence stems and examples to craft your own.
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| [ ]  **TASK 2:** Align/Revisit **ELA learning** **standards**, **unit objectives**, and **assessments**. | * Use [Aligning ELA Standards, Unit Objectives, and Assessments](https://docs.google.com/document/d/1m7MTQiLvJDNIqso-eita6J7uaKyGHhJGjAQ1TaZs14M/edit?tab=t.0) (a.k.a., SOA Chart) and then copy and paste the last 2 columns into the unit plan template.
* [Developing Unit Objectives](https://sabes.org/sites/default/files/resources/Developing%20Unit%20Objectives.pdf).
* Connect all unit-level assessments to the culminating assessment.
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| [ ]  **TASK 3:** Revisit the **Key Student** **Materials** section in PART 1 of the template, providing a more accurate and/or comprehensive list. | * [Text Complexity and Text Selection](https://sabes.org/content/text-complexity).
* [Resources for Social Studies and Science topics](https://sabes.org/content/ela-connections).
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| [ ]  **TASK 4:** Recommend/Revisit **vocabulary** terms. Include both [Tier 2](https://docs.google.com/presentation/d/1cdeMT2_TLNCtbzm2ewRERh_bHttzF6t0YkgHXNMRkiI/edit?usp=sharing)  [and Tier 3](https://docs.google.com/presentation/d/1cdeMT2_TLNCtbzm2ewRERh_bHttzF6t0YkgHXNMRkiI/edit?usp=sharing) words. Ensure there’s time in the unit to provide scaffolded instruction. | * [Building Vocabulary Units Step-by-Step](https://docs.google.com/document/d/1edn7UXj1UEbCgIuHC6QUdn2yX4jBr9ZaMY1LidSViNM/edit?tab=t.0#heading=h.jde396vqark4).
* Use or adapt [Field-Developed Vocabulary Lessons](https://docs.google.com/document/d/1wgu2Br1IkQ96nY6C08pgSe7hLUMs46_fxt4YE1SYH_U/edit?tab=t.0).
* See other vocabulary [resources curated by SABES.](https://drive.google.com/drive/folders/18W5_P30_AihZ7xRP6q-Qv11HiOUkKk8Y)
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| [ ]  **TASK 5:** Suggest/revisit the **sequence of** **lessons**. Streamline. Adjust estimated **time** for unit provided in PART 1 if needed. | * See **Suggested Sequence of Lesson** sections of unit plan examples on the SABES ELA website ([Existing ELA Curricula for Adult Learners](https://sabes.org/content/existing-ela-curricula-adult-learners/ela-sabes-english-language-arts-curriculum))
* See example [Topic Tracker](https://docs.google.com/document/d/1l8HCfigjuvhojZdukhoZdfD0OLXNhYXF/edit#heading=h.sc2mwti6guct).
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| [ ]  **TASK 6:** Ensure the unit is **evidence** **based** and **culturally responsive**, provides guidance for **differentiation**and **formative assessments**, and cultivates **digital literacy**. | * Explore[Priority Lenses for ELA Curriculum & Instruction](https://sabes.org/content/priority-lenses-ela-curriculum-instruction/ela-sabes-english-language-arts-curriculum) on the SABES ELA website.
* See relevant sections of [Evidence-Based Reading Instruction (EBRI)](https://sabes.org/content/evidence-based-reading-instruction-ebri/ela-sabes-english-language-arts-curriculum)
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| [ ]  **TASK 7:** **Check** to see that all expected unit plan components are fully addressed. | * Use [Review Guide: ELA Unit Plan](https://docs.google.com/document/d/1PBoexlg5CuM3w9opPee744OZcLXQxn9OhDHonnUMMCY/edit?tab=t.0)
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