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. 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. Associated videos are also available.

Tasks	Tips & Resources
☐ **TASK 1:** Complete/Revisit **PART 1** of the SABES ELA Unit Plan Template.	★ 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 and use the sentence stems and examples to craft your own.
☐ **TASK 2:** Align/Revisit **ELA learning standards**, **unit objectives**, and **assessments**.	★ Use Aligning ELA Standards, Unit Objectives, and Assessments (a.k.a., SOA Chart) and then copy and paste the last 2 columns into the unit plan template. ★ Connect all unit-level assessments to the culminating assessment.
☐ **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. ★ Resources for Social Studies and Science topics.
☐ **TASK 4:** Recommend/Revisit **vocabulary** terms. Include both Tier 2 and Tier 3 words. Ensure there's time in the unit to provide scaffolded instruction.	★ Building Vocabulary Units Step-by-Step. ★ Use or adapt Field-Developed Vocabulary Lessons.
☐ **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)
☐ **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 on the SABES ELA website. ★ See relevant sections of Evidence-Based Reading Instruction (EBRI)
☐ **TASK 7: Check** to see that all expected unit plan components are fully addressed.	★ Use Review Guide: ELA Unit Plan