

English IVA and IVB
Alvord High School

English IVA

➤ **Unit 1 Looking Into the Future--Careers .5 Credit**

- Cornell Notes “*The Best Jobs of 2014*” <http://www.careercast.com/jobs-rated/best-jobs-2014>
- Cover Letter/Resume
- Job Application
- Complete Career Cruising
- Cornell Notes on MLA Format (<http://www.calstatela.edu/library/guides/3mla.pdf>), (<http://owl.english.purdue.edu/owl/resource/747/01/>)

Essay—Career Research Report (150) .1 Credit

➤ **Unit 2 Communicating in Business .5 Credit**

- PAPA Square: choose two articles from the following list and complete one PAPA Square on each:
<http://news.yahoo.com/modern-etiquette-minding-manners-workplace-092630264--sector.html>,
<http://www.forbes.com/sites/carminnegallo/2014/07/22/7-advanced-presentation-tips-to-become-a-great-public-speaker/>, http://www.helpguide.org/mental/effective_communication_skills.htm
- Career Power Point Presentation
- Writing a Business Letter

Book Report 1.0 Credit

➤ **Unit 3 Writing with Purpose and Style .5 Credit**

- Annotate Text “The Five Features of Effective Writing” <http://www.learnnc.org/lp/editions/few/684>
- Cornell Notes on Journalism Basics <http://journalism.missouri.edu/jan-2012/journalism-basics.html>
- IVF Summary Paragraph “How to Write a Good News Article” <http://www.slideshare.net/gyg66/how-to-write-a-good-newspaper-article>

Article—Informative/Explanatory Text for School Newsletter .5 Credit

Final Assessment 1.0 Credit

Sell It: Marketing a Product in Today’s Tech World

English IVB

➤ **Unit 4 1.0 Credit**

- Cornell Notes (872-875, 936-939)
- *The Lorelei* (910)
- *A piece of String* (944)
- *What Men Live By* (976)

Essay—Autobiographical .5 Credit

Benchmark Test 3 .5 Credit

➤ **Unit 5 1.0 Credit**

- Cornell Notes (1104-1107, 1202-1205)
- *The Panther/The Guitar* (1150)
- *The Guest* (1244)
- *The Handsomest Drowned Man in the World* (1346)

Book Report 1.0 Credit

Essay—Literary Interpretation (1190) .5 Credit

Benchmark Test 4 .5 Credit