

EL Civics Exchange Submission Rating Form – Draft 9-17-2021

Rating Scale: 2=fully meets standard 1= adequately meets standard 0 – meets standard minimally or does not meet standard

Agency: COAAP Number: Level(s):

EL Civics Instructional Materials Evaluation Criteria		Y	N	N/A	Rating
Content	Do the instructional materials teach content relevant to all the language and literacy objectives related to the Civic Objective and Additional Assessment Plan (COAAP) task(s)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.
Instruction: Presentation	Does the instruction present all content necessary to complete the COAAP task(s)?				Choose an item.
	1. match the task type - e.g. oral, written, role play, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2. include level appropriate instruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3. model the instruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4. include vocabulary instruction relevant to the COAAP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a. appropriate level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b. appropriate number of new words	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. appropriate word choice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Instruction: Practice	Does the instruction provide appropriate performance-based practice related to the task(s)?				Choose an item.
	1. match the task type - e.g. oral, written, role play, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2. include level appropriate practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3. include appropriate and sufficient number of practice activities for the learner to complete the task(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4. include all vocabulary relevant to the COAAP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a. appropriate level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b. appropriate number of new words	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. appropriate word choice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Organization	Are the materials organized?				
	1. clear objectives and matching instruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	2. effective introduction of the topics and information needed for completing an assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.
	3. clear development of the instruction over several pages of information and practice (eg. model, breakdown of each section of the model, practice with each segment etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4. transitions between sections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5. adequate directions for completing practice elements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Design/Format	<b>Are the materials organized in a logical way (including table of contents, index, etc.)?</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.
	<b>Do the materials offer students:</b>				
	1. appropriate font size?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2. adequate white space?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3. adequate writing space?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>*Do the materials:</b>				
	1. credit the agency?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. include Creative Commons Licensing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Teacher Materials	<b>If teachers' guide/instructions are present, are they appropriate/helpful?</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.
	<b>If no teacher's guide/instructions are present, are materials self-explanatory?</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Overall	<b>Do the instructional materials:</b>				Choose an item.
	3. include all the language skills needed to complete the task? (for lesson instruction)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4. include all 4 language skills: listening, speaking, reading and writing? (for unit instruction)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5. Inform/provide practice for the learners in the format and method of the assessment process without revealing the actual test questions, prompts, etc?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	6. include appropriate word choice, grammar and spelling, etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Total Points</b>					<b>/14</b>
<b>Comments:</b>					
<i>*No materials can be accepted without agency attribution and Creative Commons Licensing.</i>					