

The Canadian Language Benchmark “Quick Screen Markers” Adapted by the Adult Basic Education Association Hamilton from the Canadian Language Benchmark posters developed by Manitoba

	Level 1	Level 2	Level 3
<b>Speaking</b>	<p>I can</p> <ul style="list-style-type: none"> <li>greet people by saying, “Hello, how are you?”</li> <li>respond with “I’m fine thank you.”</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>answer greetings such as “Hello, I’m fine. How are you?” “Nice to meet you.”</li> <li>ask for help such as asking others to speak slowly</li> <li>give information such as talking about my family describing things answering questions about myself</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>say a few simple sentences about every day topics, such as my family, work, health or the weather etc.</li> <li>answer or ask simple questions with single words or short sentences</li> <li>ask for help or permission</li> <li>use a few words about health and feelings</li> <li>use words like ‘yesterday’ or ‘today’ but I don’t always use correct verb tenses</li> </ul>
<b>Listening</b>	<p>I can understand</p> <ul style="list-style-type: none"> <li>greetings such as “Hello, how are you?” “Please come in”</li> <li>questions such as “What is your name?” “How do you spell that?” “What is your telephone number?”</li> <li>information such as “I am from Colombia.” “It’s ten o’clock.”</li> </ul>	<p>I can understand instructions such as</p> <ul style="list-style-type: none"> <li>showing my ID</li> <li>writing my name on the line</li> <li>going upstairs to room B5</li> </ul> <p>I can understand some of what others say including</p> <p>numbers letters time</p>	<p>When listening I</p> <ul style="list-style-type: none"> <li>know when a greeting is formal or not</li> <li>understand short sentences when spoken slowly</li> <li>understand instructions including place and measurements</li> <li>follow directions in the street</li> <li>can tell you my story</li> <li>understand when asked for something</li> </ul> <p>I find it hard to understand people on the phone.</p>
<b>Reading</b>	<p>I can</p> <ul style="list-style-type: none"> <li>read the alphabet</li> <li>read some words that I see often</li> <li>read short sentences with the help of a picture</li> <li>read – name, address and phone number</li> </ul> <p>I am learning the sounds of letters.</p>	<p>I can read</p> <ul style="list-style-type: none"> <li>words that I see often</li> <li>simple greeting cards</li> <li>simple forms and the amount of a bill</li> <li>simple step by step instructions</li> <li>simple text and answer questions</li> </ul> <p>I can understand simple maps, labels and diagrams and match a list to pictures or real things.</p>	<p>I can read and understand</p> <ul style="list-style-type: none"> <li>short stories or simple news items</li> <li>simple instructions with 1-5 steps when there are pictures to help</li> <li>weather reports</li> <li>store flyers and make a list</li> <li>words I know in a new context</li> <li>new words by sounding them out</li> </ul>
<b>Writing</b>	<p>I can write</p> <ul style="list-style-type: none"> <li>the alphabet</li> <li>numbers</li> <li>my name and address</li> <li>short lists</li> </ul> <p>I can fill out a sample form.</p>	<p>I can write</p> <ul style="list-style-type: none"> <li>in a birthday card</li> <li>down prices at a store</li> <li>information from a schedule</li> <li>complete sentences</li> <li>descriptions from a picture</li> <li>clearly with correct spelling</li> </ul> <p>I fill out a cheque or simple application form.</p>	<p>I can write</p> <ul style="list-style-type: none"> <li>short notes or messages</li> <li>short, simple sentences about my family or a familiar place</li> <li>invitations and greetings</li> <li>descriptions about my day</li> <li>information from lists or schedules</li> </ul> <p>I can fill in short, simple forms.</p>

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	Level 4	Level 5	Level 6
<b>Speaking</b>	<p>I can</p> <ul style="list-style-type: none"> <li>introduce 2 people to each other</li> <li>participate in conversations that are about what I need or have done</li> <li>ask and answer many simple questions</li> <li>use short sentences to buy something or talk to a doctor</li> <li>give simple directions</li> <li>use the past tense with many common verbs</li> <li>do everyday conversation</li> <li>use some connecting words like ‘and, but, first, next and because’</li> <li>use the phone for a very short conversation</li> <li>be understood by others but may have to repeat myself</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>join in conversations on familiar topics</li> <li>use longer sentences but still hesitate or pause</li> <li>understand common, every day words and some idioms</li> <li>use connecting words between my sentences like ‘and, but, first, next and because’</li> <li>use the phone for a simple conversation but I still find it difficult</li> <li>use English comfortably with people I know in socially</li> <li>use formal and casual language</li> <li>ask for clarification if I don’t understand</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>participate in small group discussions, share my opinion, ask for clarification and interrupt politely when necessary</li> <li>use a range of idioms, phrases, expressions</li> <li>explain process or order of events</li> <li>use a variety of complex sentences</li> <li>speak at a normal speed, sound fluent and be understood by most people</li> <li>express and respond to regrets or excuses</li> <li>know how to cancel or rearrange appointments with proper reasons or apologies</li> <li>use eye contact and appropriate tone of voice or volume</li> <li>talk on the phone in familiar situations but may find it hard to talk to strangers</li> </ul>
<b>Listening</b>	<p>I understand</p> <ul style="list-style-type: none"> <li>conversation on a familiar topic if spoken slowly</li> <li>words and phrases</li> <li>simple questions</li> <li>how to follow instructions</li> <li>words like, ‘and, but, first, next and because’</li> <li>instructions on how to find something on a map or picture</li> <li>short phone messages if I know the topic</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>understand conversations if people speak slowly</li> <li>follow simple, repetitive and predictable speech</li> <li>understand words or phrases in recordings and on the radio</li> <li>understand if the subject is personally relevant</li> <li>identify the situation, emotional state and relationship of those speaking</li> <li>understand simple, predictable phone messages</li> <li>infer some meanings in advice, offers, compliments and suggestions</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>follow a conversation that is a little slower than normal if it is about a familiar topic but often ask people to repeat it</li> <li>listen to a short presentations and remember 7 – 10 points</li> <li>pick out the main ideas, key details and inferred meaning from conversations of up to 10 minutes</li> <li>understand idioms</li> <li>understand the mood and attitude of the people I am listening to</li> <li>understand short, predictable phone messages</li> </ul>
<b>Reading</b>	<p>I still read slowly but I can</p> <ul style="list-style-type: none"> <li>read a simple story of 2 -3 paragraphs</li> <li>read simple news items</li> <li>follow simple instructions</li> <li>figure out some word meanings by looking at context but I often use a dictionary</li> <li>get information from charts and schedules</li> <li>understand what I read if I read silently</li> <li>use a bilingual dictionary</li> </ul>	<p>I can read and understand</p> <ul style="list-style-type: none"> <li>main ideas, some details and infer some meanings in text that is 2 - 3 paragraphs and personally relevant</li> <li>information that I receive regularly such as bills or newspapers</li> <li>information but usually must read it more than once</li> <li>follow instructions with 7 – 10 steps</li> <li>facts and some inferred meaning in memos and emails</li> <li>specific details in extensive directories, charts, schedules, indexes and glossaries</li> <li>connections between paragraphs and predict what happens next</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>read and understand text that is clearly written, 3 – 5 paragraphs and are a little difficult</li> <li>scan extended charts or schedules for information and compare information from different texts</li> <li>read handwritten notes, memos, letters and schedules</li> <li>learn new information from text on a familiar topic – text must be well organized and use pictures</li> <li>use an ESL learner English dictionary</li> <li>guess the meaning of some new words by the context</li> <li>summarize and story and predict what will happen next</li> <li>better understand the writer’s purpose, intent and attitude</li> </ul>
<b>Writing</b>	<p>I can</p> <ul style="list-style-type: none"> <li>write a paragraph about a personal experience or my future plans</li> <li>write short notes, messages or letters using whole sentences and punctuation</li> <li>fill out simple applications forms of up to 20 items take dictation slowly and with several repetitions</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>write a paragraph about an idea or opinion and give details</li> <li>write a short letter, note or email with appropriate language</li> <li>fill out an application with 20 – 30 items</li> <li>take a phone message with 5 – 7 details</li> <li>write sentences using simple structure, spelling, punctuation and words correctly</li> <li>write a paragraph about an incident</li> <li>write using appropriate language and content</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>write a detailed description or comparison of people, places, objects, routines and describe a simple process</li> <li>write a short letter, note or email with appropriate language and layout and few errors</li> <li>take phones messages with 5 -7 details</li> <li>write with a clear message to my audience and include details to support what I write</li> <li>take notes without missing important information</li> </ul>

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	Level 7	Level 8
<b>Speaking</b>	<p>I can</p> <ul style="list-style-type: none"> <li>participate in a small group discussion and express my opinions, feelings and reservations on a topic</li> <li>express and respond to gratitude, appreciation, complaints, disappointment, dissatisfaction, satisfaction, hope</li> <li>give clear instructions and directions for moderately complex, familiar, technical or non-technical tasks</li> <li>speak comfortably about most topics that come up in informal or formal settings on topics involving problem-solving or decisions making</li> <li>research, develop and deliver a 10 minute presentation</li> <li>use a variety of sentence structures and idioms</li> <li>correct myself or rephrase statements if people don't understand me but I am usually fluent</li> <li>talk comfortably on the phone and pass on messages with details</li> <li>use a number of strategies to keep the conversation going and can change the topic</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>speak comfortably about almost any topic that comes up in normal conversation in social situations or at work</li> <li>manage a conversation, check comprehension, encourage others and handle minor conflicts</li> <li>address large groups or participate in group discussions</li> <li>speak on familiar topics using facts and ideas for 15-20 minutes</li> <li>can give information that instructs, proposes and recommends</li> <li>provide descriptions, opinions, explanations</li> <li>put together complex ideas</li> <li>ask questions, analyze and compare information in order to make decisions</li> <li>use complex language</li> <li>be understood by others</li> <li>talk on the phone comfortably</li> </ul>
<b>Listening</b>	<p>I can understand</p> <ul style="list-style-type: none"> <li>main points and important details of a conversation as well as inferred meanings</li> <li>formal and informal conversation on familiar topics with detail especially if I am involved in the conversation – I use more words and idioms</li> <li>complex indirect questions about personal experience, familiar topics and general knowledge</li> <li>routine work related conversation and phone messages on a familiar topic</li> </ul> <p>I can identify the situation, relationship, mood and attitude of the people speaking.</p> <p>I sometimes require slower speech, repetition and rewording for new topics</p> <p>I can predict consequences and outcomes.</p>	<p>I can understand</p> <ul style="list-style-type: none"> <li>main points, details, purpose and attitude</li> <li>recognize different levels of speech – formal or informal</li> <li>technical conversations for familiar topics</li> <li>facts and ideas on a familiar topic</li> <li>recognize other people's moods, attitudes and feelings</li> <li>local commonly used phrases and expressions</li> <li>follow detailed and extended instructions if they are clear and logical</li> <li>phone messages in most cases, even if I am not familiar with the topic</li> </ul>
<b>Reading</b>	<p>I can</p> <ul style="list-style-type: none"> <li>read text that is 1 – 2 pages long and moderately complex</li> <li>locate and integrate, or compare and contrast information from different complex sources</li> <li>read information to learn English and develop reading skills, or for pleasure</li> <li>follow every day instructions containing 10 – 15 steps</li> <li>use an ESL English dictionary but mostly use it for confirmation or to be correct</li> <li>read concrete and abstract language dealing with facts, opinions and feelings</li> <li>infer meanings of some new words by context or by using prefixes and suffixes in the word</li> <li>paraphrase and summarize the main points of a story</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>follow main ideas, key words and important details in a text of 2 -3 pages on a familiar topic</li> <li>read popular newspapers, magazine articles, easy fiction, academic and business materials and infer the writer's intention</li> <li>find relevant points in a text, but sometimes I need help understanding phrases or cultural references</li> <li>locate and use several specific information in a table, or a directory, or across paragraphs</li> <li>follow an extended set of multistep instructions</li> <li>read in English to get information, to improve my English and develop my reading skills</li> <li>use unilingual dictionary for words building</li> <li>read facts, ideas or technical topics</li> </ul>
<b>Writing</b>	<p>I can</p> <ul style="list-style-type: none"> <li>respond in writing to appreciation, complaints, disappointment, satisfaction and hope</li> <li>write personal and routine business letters, messages with 7 -10 points from a clear, pre-recorded phone message</li> <li>summarize longer texts without losing important information</li> <li>use complex forms (40 items)</li> <li>write proper and clear paragraphs to my audience on familiar topics, concrete topics</li> <li>write 2 – 3 paragraphs to give a sequence of events or give a detailed instruction with good control over complex structures, spelling, sentence mechanics - although it may sound foreign to English readers</li> </ul>	<p>I can</p> <ul style="list-style-type: none"> <li>write routine business letters and personal and formal social messages with proper use of sentence patterns, grammar, spelling – I may have some difficulty with complex sentences</li> <li>link sentences and 3 – 4 paragraphs to clearly express ideas to an audience on familiar, abstract topics with some support for main ideas</li> <li>write down a set of simple instructions based on clear spoken communication or simple text of greater length</li> <li>fill out complex forms and find key information from a 10 – 15 minute spoken presentation</li> <li>summarize information and give main points</li> <li>write an effective resume and cover letter</li> <li>write an incident report or memo</li> </ul>