

Bibliography of Citizenship and Civics Texts

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INTRODUCTION TO THE BIBLIOGRAPHY

PURPOSE

This bibliography has been prepared to assist program directors and teachers in selecting EL/Civics texts for their own particular populations and goals. Data on 36 student texts and any accompanying teachers' manuals, (10 in all), and 5 reference books in print in 2002 are contained in the current bibliography; as well as two video tapes and one CD ROM. Each book is profiled in a one page chart that provides information on: title, author, publisher, cost, level, teaching/learning basis, book and chapter organization, pictorial support, exercises, usage guidance, and any outstanding characteristic.

New EL/Civics materials will continue to be produced, especially while the U.S. Department of Education is focusing on grants for citizenship programming. As new texts and support materials appear, they will be added to this bibliography.

HOW TO USE THE BIBLIOGRAPHIC PAGES

First, all the texts in the bibliography are arranged in alphabetical order by title. Following the individual review pages are four charts comparing selected texts in more detail. Texts are grouped by SPL level and content.

Finally, there are three additional indexes to provide easy access to information: an index of titles by content categories for a quick overview; an index of texts by author, followed by a publisher/address index.

STUDENT PERFORMANCE LEVELS

The descriptors used for Student Performance Levels classification come from the CASAS SKILL LEVEL DESCRIPTORS FOR ESL included in the CASAS Test Administration guide. All student texts have been given an SPL rank. Often, the authors have indicated the SPL and/or a CASAS score for their texts in their introductions or teacher notes. Other times, an SPL is based on this author's experience with students in the Adult ESL classroom. Textual aids to comprehension like pictures, charts, or repetition of key words, which will mitigate the complexity of prose, have been taken into consideration in assigning an SPL.

Additionally, the reading level is examined by using the Flesch-Kincaid grade level tool installed on Microsoft Word. This tool can be found in the Tools menu under Grammar. After the grammar and spell checks are completed, a screen with readability statistics will appear. For this bibliography, three 100-word prose selections from each text were calculated and then averaged for the Flesch-Kincaid approximate grade reading level.

Title:	Barron's How To Prepare For The U.S. Citizenship Test, 5 th Edition
Author(s)	Alesi, Gladys
Publisher:	Barron's Educational Services, Inc. 250 Wireless Boulevard, Hauppauge, New York, 11788. ISBN: 0-7641-0767-4
Cost/Date:	\$14.95; 2000
Size:	8 _" x 11"; 220 pages.
SPL Required	SPL 8-9+; Flesch-Kincaid Grade level is 9.3. Use of passive at 14%.
Teaching/Learning Basis	Reading based, with the author warning students not to translate. The book is geared for self-study and an answer key is provided.
Book Organization:	Introductory material, including table of contents and pre-test; Two major sections; an extensive Appendix including the Constitution and Declaration of Independence. Section one: Are You Ready? Provides the eligibility requirements. Section two: You Are Ready. 5 units of naturalization preparation.
Chapter Organization:	The 5 steps include copies of INS forms, readings on history and government with exercises and review tests following each reading.
Pictorial support:	
Illustrations:	Yes, line drawings.
Photographs	No.
Charts, Graphic Organizers	Yes, government processes and powers are visually presented.
For the students: Exercises:	Copies of actual documents needed to apply for citizenship or residence. There are short answer, fill in the blank, definitions and summaries for the students to complete as well as frequent quizzes.
For the teachers: Usage guide:	No.
Of Special Interest:	A look at American history is presented in time line form using 6 topic headings—Political and Governmental; Military and Special Events; American Foreign Relations; Economic and Technological; Cultural and Intellectual; and <u>Parallel Events in World History</u> . There is an Index!

Title:	By The People, For The People: U.S. Government And Citizenship
Author(s)	Short, Deborah, Margaret Seufert-Bosco, Allene Guss Grognet
Publisher:	Delta Systems Co., Inc and Center for Applied Linguistics, 1400 Miller Parkway, McHenry, IL 60050-7030 ISBN 0-937354-69-4
Cost/Date	\$13.50 / 1992
Size:	8 _ x 11; 174 pages.
SPL Required	SPL 4, but some exercises at 3 and 5. CASAS: 200 +. Flesch-Kincaid grade level is 6.8. Much of the prose is in chart or organizer form for easier access.
Teaching/Learning Basis	Communicative and social learning, integrates all modalities. Proceeds from the students' personal knowledge and experience, while also assuming a sophisticated level of academic learning.
Book Organization:	Table of contents and Student instructions. Followed by 2 parts: 25 chapters on U.S. Government Structure and 7 chapters on Citizenship Education (Responsibilities and Rights of Citizens; Voting; Requirements for Naturalization; The Application Process; The Court Hearing: National Symbols). There is a review section with study questions and a vocabulary index after each part.
Chapter Organization:	5 sections: Pre-reading; Information charts or diagrams; Reading passage; Testing exercises; Review.
Pictorial support:	
Illustrations:	Line drawings, usually in the pre-reading section and used as a basis for oral work and discussion. The drawings are small, often in a collage arrangement.
Photographs	In the citizenship section on National Symbols. They are in black and white and mostly clear.
Charts, Graphic Organizers	Used in the information section as summaries and reference. They are typically clean, but flow charts can be fairly complex.
For the students: Exercises:	Varied throughout the book: crosswords, matching, information gaps, fill in the blank and short answer.
For the teachers: Teacher's Tips and Answer Key:	There is a separate booklet for the student book that assumes some experience in ESL and teaching techniques. The notes focus the teacher on the purpose of the reading or exercise.
Of Special Interest: Test Instructions	Covers the varying formats that are used on written tests: T/F; multiple choice; short answer; circling. Also short answer in oral format. No filling in the bubbles.

Title:	By the People: to the Instructor
Author(s)	Short, Deborah, Margaret Seufert-Bosco, Allene Guss Grognet
Publisher:	Delta Systems Co., Inc and Center for Applied Linguistics, 1400 Miller Parkway, McHenry, IL 60050-7030. ISBN: 1-887744-22-3
Cost/Date:	Free with text; 1992
Size:	8 _ x 11; 22 pages.
SPL Required	NA
Teaching/Learning Basis	NA
Book Organization:	General Guide lines; Lesson Format; Lesson Notes; Answers to Exercises
Chapter Organization:	Lesson Format explains the purpose of the six parts of each lesson. The Lesson Notes comments on the difficulty level of exercises, which exercises may need more development, and some presentations procedures.
Pictorial support:	
Illustrations:	No.
Photographs	No.
Charts, Graphic Organizers	No.
For the students: Exercises:	NA
For the teachers: Usage guide:	This is not a 'how to' manual. The purpose and focus of activities are treated well. There are some general presentation techniques and suggested students strategies, but no specific teaching techniques.
Of Special Interest:	

Title:	Celebrate With Us: A Beginning Reader Of Holidays And Festivals
Author(s)	Kennedy, James H.
Publisher:	Contemporary Books, 4255 West Touhy Avenue, Lincolnwood (Chicago), IL 60712-1975. ISBN: 0-8092-3413-0
Cost/Date:	\$12.50/1995.
Size:	8 1/2" x11"; 189 pages.
SPL Required	SPL 5 +; Flesch-Kincaid Grade level, 9.
Teaching/Learning Basis	Basically a reading-writing text, but can be used communicatively. The readings use simple sentences in the present or past with a lot of vocabulary repetition.
Book Organization:	21 self contained units cover 21 holidays including recent additions such as Kwanzaa and ethnic celebrations like Chinese New Year and Cinco de Mayo.
Chapter Organization:	Each unit starts with a photo and pre-reading questions, followed by key vocabulary, short reading, comprehension and vocabulary exercises, content review, discussion topics, writing suggestion, and ends with a think and discuss question(s).
Pictorial support:	
Illustrations:	No.
Photographs	Yes, each unit has at least 3 black and white photographs interpreting some facet of the holiday.
Charts, Graphic Organizers	No.
For the students: Exercises:	T/F; find the error; fill in the blank with or without a word bank; word search; crosswords; categorizing; short answer; question formation. Most exercises focus at the word level. There is an answer key at the end of the book.
For the teachers: Usage guide:	There is a brief introduction, but the book is fairly self-explanatory.
Of Special Interest:	At the beginning of each chapter, the book suggests looking at a calendar. Teachers need to provide their own calendars.

Title:	Citizenship For You: A Beginning Workbook For ESL Learners
Author(s)	Raphael, Kelly
Publisher:	Dominie Press, Inc., 1949 Kellogg Avenue, Carlsbad, CA 92008 ISBN: 0-7685-0464-3
Cost/Date:	\$11.95/2000
Size:	8 1/2" x 11"; 106 pages
SPL Required	Listening/speaking SPL 4 +; Reading/writing SPL 3+
Teaching/Learning Basis	Teacher centered. Relies heavily on a teacher or tape reading short passages aloud. Students then use visuals to clarify meanings. All questions have specific correct answers.
Book Organization:	Introduction, 12 chapters covering US history and government; tape scripts of the INS 100 questions
Chapter Organization:	Introductory activity; teacher's reading; vocabulary exercises (copying, matching, eliminate the one that is different, fill in the missing letter, etc.); INS questions and answers relevant to topic; test with scantron answer sheet; dictation sentence(s).
Pictorial support:	
Illustrations:	Each chapter has visuals in half tone. They usually precede the readings and support the content.
Photographs	No
Charts, Graphic Organizers	No
For the students: Exercises:	Various vocabulary exercises mainly focused on spelling and literacy level activities.
For the teachers: Usage guide:	Some suggestions for extending the activities are in the introduction.
Of Special Interest:	Audio tape 100 Q & A and 2 sentences per unit for dictation. Includes some unusual activities, like drawing Lincoln's head from a penny. Large print in San Serif font for easy visuals.

Title:	Citizenship: Passing the Test
Author(s)	Weintraub, Lynne
Publisher:	New Readers Press, U.S. Publishing Division of Laubach Literacy, Box 131, Syracuse, NY 13210 ISBN: 1-56420-205-4
Cost/Date:	\$14.00/1998
Size:	8 1/2" x 11";191 pages
SPL Required	SPL 2, preferably 3. Flesch-Kincaid grade level is 5.2. The use of repetition helps lower the reading difficulty.
Teaching/Learning Basis	Teaching from pictorial support. Student learning is focused on literacy and meaning. Emphasis on spelling, dictation, and test taking.
Book Organization:	Nine chapters in two parts; tests; sample questions; dictation sentences; word list; and answer key: First part, History--Welcome to the US; Early History; Revolutionary War; Civil War; Later History & Review. Second part, Government—Constitution; Executive Branch; Legislative Branch; Judicial Branch & Review.
Chapter Organization:	Each chapter begins with 9 to 14 pages of pictures with two to four sentences of text or questions below each one. The pictures convey the meaning of the writing. Important vocabulary is in boldface. The content is followed by a matching page, 6 or 7 vocabulary definitions; comprehension check; spelling and dictation cards; testing pages.
Pictorial support:	
Illustrations:	Yes, half tone, 1 page, clean drawings.
Photographs	No
Charts, Graphic Organizers	No
For the students: Exercises:	Matching exercises; Yes/No; Fill in the blank; label the picture; categorizing; multiple-choice tests in various formats.
For the teachers: Usage guide:	There is a separate guide.
Of Special Interest:	As this is for low beginning students, the print is large, Sans Serif font. The sentences are simple and limited in number, as is the vocabulary. For the most part the pictures are self-explanatory. Pictures are used in the exercises as well as in introducing the content. For dictation practice, five sentences are given in each chapter for the student to copy, then cut apart and use as review slips. Friends and relatives can also use these slips to give practice dictation to the student.

Title:	Citizenship: Ready for the Interview
Author(s)	Weintraub, Lynne
Publisher:	New Readers Press, 1320 Jamesville Avenue, Syracuse, NY 13210 ISBN: 1-56420-226-7
Cost/Date:	\$14 (1-3) \$11.20 (4+) / 2002
Size:	8 1/2" x 11"; 127 pages
SPL Required	SPL 4-5. Flesch-Kincaid grade level is 5.
Teaching/Learning Basis	The author suggests using the text as a basis for listening and speaking. All reading texts are recorded as well as the interview dialogs and questions. It is appropriate for the classroom and also for self-study.
Book Organization:	Introduction; Applying for Citizenship; Getting Started at the Interview; Eleven Chapters, each covering a section of the N-400; Interview Results and Oath Ceremony; Next Steps, Words to Remember.
Chapter Organization:	Each N-400 chapter has several short vignettes illustrating a portion of the corresponding form. All the stories have half-tone drawings to clarify the meaning and all are on tape so students can read and hear the story at the same time. Following each story is a portion of the N-400 filled in to match the data in the story. After that there is an interview dialog based on the same data. Then students have dialog questions to answer based on their own personal situation and a blank form to fill out.
Pictorial support:	
Illustrations:	Yes, half-tone drawings
Photographs	No.
Charts, Graphic Organizers	Yes, parts of the N-400 form.
For the students: Exercises:	A multiple-choice comprehension question for each story; Interview questions to answer orally. These questions are given in varying forms; e.g. Where did you go? Which country did you visit? Forms to fill in.
For the teachers: Usage guide:	There is an extensive teacher's guide that can be downloaded from the net at New Readers Press' site: www.newreaderspress.com .
Of Special Interest:	The text comes with an audio recording that has additional comprehension checks. The text is a very detailed guide to filling in and understanding the N-400.

Title:	Citizenship: Ready for the Interview Teacher's Manual
Author(s)	Weintraub, Lynne
Publisher:	www.newreaderspress.com No ISBN
Cost/Date:	Free / 2002
Size:	Should download into 8 1/2" x 11"
SPL Required	NA
Teaching/Learning Basis	NA
Book Organization:	Overview (The INS Naturalization Interview; Teaching to the Interview; Lesson Features; Using the Listening Passages; The What will You Say? Section; The Words to Remember List; Hints for Coaching Students; Staging Authentic Interviews; Confidentiality; Tips for Pronunciation Practice; Reasonable Accommodations) and Lesson Notes for each chapter in the text.
Chapter Organization:	Each of the chapter notes give Background, Interview Strategies, Interview/Focus for each taped story, and Discussion. This last section is a detailed set of instructions on how to proceed through the activities.
Pictorial support:	
Illustrations:	No.
Photographs	No.
Charts, Graphic Organizers	Yes, charts.
For the students: Exercises:	NA
For the teachers: Usage guide:	
Of Special Interest:	The Background section for each chapter will help the instructor become familiar with the INS interview and the reasons for certain questions. This knowledge should help the instructor make the interview process a more positive experience for the citizenship candidate.

Title:	Civic Participation And Community Action Sourcebook: A Resource For Adult Educators
Author(s)	Nash, Andy, Editor
Publisher:	New England Literacy Resource Center: NELRC/World Education, 44 Farnsworth Street, Boston, MA 02210 No ISBN
Cost / Date:	\$10.00 / 1999
Size:	8 _ X 11 spiral bound; 218 pages
SPL Required	Basically for the teacher/facilitator.
Teaching/Learning Basis	Reference. An extremely valuable introduction to participatory and reflective activities for a group or class as well as for individual introspection. Uses authentic materials. While the majority of the contributions come from AEL classes, some are from ESL programs.
Book Organization:	Introduction; 5 sections—Finding Connections to Communities and Issues; Holding Decision-Makers Accountable; Building Community by Helping Others: Expressing Ourselves and Educating Others; and Organizing for Change; Resources and Appendices
Chapter Organization:	Sections begin with an introduction that identifies Equipped for the Future activities and skills, focuses the issue, and suggests questions for reflection. Following this are several short contributions from various areas in story form with appropriate handouts and activities for practicing the issue under discussion.
Pictorial support:	
Illustrations:	Line drawings with the readings and large full page illustrations of the same in Appendix I
Photographs	One accompanying a story
Charts, Graphic Organizers	Used throughout the book as handouts and action/information summaries.
For the students: Exercises:	Full of practical ideas and activities geared toward integrating all people into a community.
For the teachers: Usage guide:	Appealing stories and examples with supporting documents like flow charts and budget outlines.
Of Special Interest:	As noted above, each section is tied to EFF skills and activities. This application of EFF is effective and of particular help to programs wishing to access its format. An extensive resource listing including a webliography. Appendices include Universal Declaration of Human Rights; Economic Bill of Rights; Adult Education Bill of Rights; a state Bill of Rights; and Immigrant Rights; Guidelines for political activity; and full page line drawing for copying purposes.

Title:	Civitas: A Framework for Civic Education
Author(s)	Quigley, Charles, John Buchanan and Charles Bahmueller
Publisher:	Center for Civic Education, 5146 Douglas Fir Road, Calabasas, CA 91302. To order on line www.civiced.org ISBN: 0-89818-124-0
Cost/Date:	\$30 / 1991
Size:	8 1/2" x 11; 665 pages
SPL Required	NA
Teaching/Learning Basis	Reference.
Book Organization:	The Foreword and Preface give a history of the project that produced the book. The introduction gives a rationale for civic education. Following are three main sections: Civic Virtue; Civic Participation; Civic Knowledge and Skills. There is an extensive index.
Chapter Organization:	Each section begins with a series of pertinent quotations and a general statement of content and goals. Then the section is divided into topics that again are introduced with quotes. Objectives are listed. The major content is within the Frame of Reference portion which develops a Conceptual Perspective, a Historical Perspective and a Contemporary Perspective. Each of these is done in great detail.
Pictorial support:	
Illustrations:	No.
Photographs	No.
Charts, Graphic Organizers	No.
For the students: Exercises:	NA
For the teachers: Usage guide:	There are suggestions for methods in the scope and sequence sections of parts two (for lower elementary) and three (K-12).
Of Special Interest:	Suggestions in the scope and sequence are applicable to adult classes. While the size of the book may be daunting, the index allows the instructor to access the content with ease. Many of the questions that arise while teaching civics can be referenced in this extremely helpful text.

Title:	Contemporary's Citizenship Now: A Guide for Naturalization
Author(s)	Becker, Aliza and Laurie Edwards.
Publisher:	Contemporary Books, 4255 West Touhy Avenue, Lincolnwood, IL 60646-1975. ISBN: 0-8092-3270-7
Cost/Date:	\$11.00/1995.
Size:	8 1/2" x 11"; 165 pages.
SPL Required	SPL 5-6; Flesch-Kincaid grade level 7.6; Although the introduction suggests it is accessible to high beginning/low intermediate students, the grade level indicated by Flesch-Kincaid would indicate an intermediate level.
Teaching/Learning Basis	Integrated skills, leaning heavily on reading.
Book Organization:	Table of contents, Introduction, 12 content chapters (Steps to Citizenship; The New World; A New Nation is Born; Civil War & Expansion; The World Goes to War; The Constitution; The Executive Branch; The Legislative; The Judicial; State and Local Government; Making Your Voice Heard; Review Activities), Answer Key, Appendices.
Chapter Organization:	Each chapter begins with a picture and pre-reading questions which connect with personal experience and feelings to activate schema; also a word list which is recycled throughout the chapter. A 2-3 page reading follows, then exercises: a multiple choice, vocabulary, discussion. There is a INS section (part of the N-400, a practice interview dialog, and dictation) and a grammar section with follow up interactive practice questions.
Pictorial support:	(At least two per chapter...)
Illustrations:	Yes, half-tones.
Photographs	Yes, black and white.
Charts, Graphic Organizers	Yes, maps, time lines, organizers and charts.
For the students: Exercises:	Multiple choice, fill in the blank, short answer, forms and map work, dialog practice, oral answer, info gap, matching, complete the chart
For teachers: Usage guide:	Brief rationale for sections. No methods or techniques given.
Of Special Interest:	<ul style="list-style-type: none"> ▪ Audio tape with reading comprehension questions, dialogs and dictation. ▪ Cautions the instructor against giving specific legal advice or helping the student fill out the N-400 application. The book provides excellent practice in filling out the N-400. ▪ Integrates the sections of the N-400 into the chapters and a legal overview of the naturalization process in the appendix that explains much of the N-400. ▪ There are hints throughout the text on what to do, how to dress, etc. for the INS interview and last chapter suggests how to preserve legal documents.

Title:	Content Area ESL: Social Studies
Author(s)	Terdy, Dennis with Linda Mrowicki, editor
Publisher:	Linmore Publishing, Inc., PO Box 1545, Palatine, IL. 60078. ISBN: 0-916591-06-9
Cost/Date:	\$7.00 / 1993
Size:	8 1/2" x 11"; 169 pages.
SPL Required	SPL 7+; Flesch-Kincaid grade level 8.0. The author states the book was written for "intermediate" Limited English Proficient students at the secondary level and for adults who need to improve skills to obtain the GED.
Teaching/Learning Basis	Reading and writing emphasis with some discussion. Integrates personal experience and schema as a basis for comprehension. Incorporates reading strategies.
Book Organization:	Introduction, Syllabus, Table of Contents, US map with exercises and the core content: five units of 3-4 lessons each covering Native Americans; Early Settlers; The War of Independence; A Nation Begins; Westward Expansion; The North and South; The Civil War; The Reunited Country Grows; The Industrial Expansion; Early Immigration; WW I; Good Times and Bad Times; The New Deal; WW II; The UN; The Country Prospers; Civil Rights; The US Today.
Chapter Organization:	Each lesson has a pre-reading exercise, 2 page reading passage, comprehension, vocabulary, and grammar exercises, plus a graphic literacy exercise, a writing exercise and finally a review. There are at least 3 support pictures, charts or maps for each lesson.
Pictorial support:	
Illustrations:	Yes, black and white.
Photographs	Yes, black and white.
Charts, Graphic Organizers	Yes
For the students: Exercises:	Matching, clozes, writing short answer, complete sentence answer, and short paragraphs, sentence combination, definition of referents, time lines, map and graph interpretation, finding specific grammar constructions in the reading and then using the construction in their own writing.
For the teachers: Usage guide:	The introduction presents the rationale for the various lesson sections and provides some suggestions for presenting the material.
Of Special Interest:	The focus on graphic material in various styles of charts and graphs adds another dimension to achieving meaning,

Title:	EL/Civics User's Guide: Resources for coordinating components of the EL/Civics Package for Beginners (Voices of Freedom; Foundations; Foundations Activity Workbook; Word by Word Basic Picture Dictionary; Side by Side TV Videos
Author(s)	Molinsky, Steven and Bill Bliss
Publisher:	Longman, Pearson Education, 10 Bank Street, White Plains, NY 10606 ISBN: 0-13-097322-X
Cost/Date:	Free with texts / 2002
Size:	8 " x 11"; 16 one-sided pages.
SPL Required	NA
Teaching/Learning Basis	Teacher's Guide
Book Organization:	Each page covers one chapter of Foundations with corresponding chapters in Voices of Freedom, Word by Word Basic.
Chapter Organization:	There are thematic unit checklists that help integrate literacy, civics and survival English competencies in addition to civic participation, project, issue and video suggestions.
Pictorial support:	
Illustrations:	NA
Photographs	NA
Charts, Graphic Organizers	NA
For the students: Exercises:	NA
For the teachers: Usage guide:	Full of solid suggestions.
Of Special Interest:	The checklists are extremely useful for assessment purposes.

Title:	English Through Citizenship Student Book, Literacy Level
Author(s)	Kirn, Elaine
Publisher:	Delta Systems Co., Inc; 1400 Miller Parkway, McHenry, IL 60050-7030. ISBN 0-937354-35-X
Cost/Date	\$8.50 / 1989.
Size:	8 _ x 11; 44 pages.
SPL Required	SPL 0; CASAS score below 165.
Teaching/Learning Basis	Using visuals to develop oral language (listening and speaking skills), then written word recognition, then short sentences.
Book Organization:	5 units. The first is personal identification based on the N400, 2,3,&4 deal with salient US symbols, persons, and places; 5 outlines some of the steps in obtaining citizenship.
Chapter Organization:	Chapters are divided into modules of 4 pages each.
Pictorial support:	
Illustrations:	Line drawings are crisp and for the most part large enough to identify easily.
Photographs	No.
Charts, Graphic Organizers	No.
For the students: Exercises:	For the most part, exercises focus on literacy skill building in the context of history/geography. Instruction also includes critical thinking with which-word-or-picture doesn't-belong activities. Matching, fill in the blank, elimination, y/n, circling, sequencing (first, second, third).
For the teachers: Usage guide:	There is a separate Instructor's Manual for the student book with explicit directions for the presentation of the material.
Of Special Interest:	There is a separate collection of pre/post tests for each module.
Test Instructions: caution	Only uses the technique of "circle" the object or words.

Title:	Instructor's Manual for English Through Citizenship, Literacy Level
Author(s)	Kirn, Elaine
Publisher:	Delta Systems Co., Inc; 1400 Miller Parkway, McHenry, IL 60050-7030. ISBN 0-937354-37-6
Cost/Date:	\$10.95 / 1989.
Size:	8 _ X 11; 40 pages.
SPL Required	NA.
Teaching/Learning Basis	NA.
Book Organization:	Contents: General program description; pre-/post testing instructions and instructions on using pictures; unit by unit instructions matching the student text.
Chapter Organization:	The instructions go in order through the modules in each unit.
Pictorial support:	
Illustrations:	Line drawings.
Photographs	No.
Charts, Graphic Organizers	Yes.
For the students: Exercises:	NA.
For the teachers: Usage guide:	Provides sage advice on how to present material to non-literate or very low literate students. Emphasizes use of pictures and realia; repetition and review; chalkboard and overhead projector. For the teacher not familiar with this level of ESL adult student the information is extremely important.
Of Special Interest:	In spite of a severe warning not to photocopy the text, the author suggests copying the nine frame pictures at the beginning of student book modules for bingo cards and lotto games.
Caution:	The book goes only through the presidency of George Bush, the elder.

Title:	English Through Citizenship Student Book, Beginning Level
Author(s)	Kirn, Elaine
Publisher:	Delta Systems Co., Inc; 1400 Miller Parkway, McHenry, IL 60050-7030. ISBN 0-937354-38-4
Cost/Date	\$10.95 / 1989.
Size:	8 _ x 11; 96 pages.
SPL Required	SPL of 1 and 2 (author estimate); and CASAS scores between 165 and 190. The Flesch-Kincaid analysis shows a grade level of 7.2, however.
Teaching/Learning Basis	Using visuals to support oral language (listening and speaking skills) and written text. Text is in paragraph form but uses only simple or compound sentences.
Book Organization:	11 units. The first is personal identification based on the N-400; 2, 3, & 4 deal with salient US symbols, persons, and places; 5 outlines some of the steps in obtaining citizenship; 6 deals with the US constitution; 7, the Federal government; 8, State government; 9, Local government; 10, a historical overview; 11, California.
Chapter Organization:	Chapters are divided into modules of 4 pages each.
Pictorial support:	
Illustrations:	Line drawings are crisp and for the most part large enough to identify easily.
Photographs	No.
Charts, Graphic Organizers	Yes.
For the students: Exercises:	Matching, fill in the blank, elimination, y/n, circling, order (first, second, third), puzzles, and crosswords, timelines. Limited communicative practice exercises between students.
For the teachers: Usage guide:	There is a separate Instructor's Manual.
Of Special Interest: Testing	There is a separate collection of pre/post tests for each module. Local government section has clear icons with a discussion of public services
Omissions:	There are no picture icons of factory and farm workers in employment section, yet they do appear in the Famous Americans section. Only two slots for former addresses and job positions. N-400 requires all for the previous years.
Caution:	George Washington did not sign the Declaration of Independence
Limitations:	State information is limited to California, but it does present a pattern for other states to follow.

Title:	English Through Citizenship Instructor's Manual, Beginning Level
Author(s)	Kirn, Elaine
Publisher:	Delta Systems Co., Inc; 1400 Miller Parkway, McHenry, IL 60050-7030. ISBN 0-937354-40-6
Cost/Date:	\$10.95 / 1989.
Size:	8 _ x 11; 68 pages.
SPL Required	NA.
Teaching/Learning Basis	NA.
Book Organization:	Contents: General description of program, general instructions for presentation of materials; unit by unit instructions matching the units in the student text; answer keys for text exercises and pre- and post tests.
Chapter Organization:	Instructions follow each module of the 12 units of the student text.
Pictorial support:	
Illustrations:	Line drawings.
Photographs	No
Charts, Graphic Organizers	A conversation matrix.
For the students: Exercises:	NA.
For the teachers: Usage guide:	The directions lead the teacher through each module step by step. The approach is very teacher centered and seems to work orally on a single item/word basis. The exercises are geared to individual work with little interaction between students. While information gap exercises are briefly explained in the introductory pages, only 3 are set up in the student text at the end of the book and two deal with California.
Of Special Interest:	See Student text Review.

Title:	English Through Citizenship, Intermediate Level A
Author(s)	Kirn, Elaine
Publisher:	Delta Systems, Co., Inc.; 1400 Miller Parkway, McHenry, IL 60050-7030 ISBN 0-937354-41-4
Cost/Date	\$10.95 / 1989
Size:	8 _ X 11; 92 pages
SPL Required	SPLs 3-5, according to the author: CASAS between 191 and 216.
Teaching/Learning Basis	This book uses an integrated skills approach: reading leading to conversation and writing. Learning is based on social as well as individual effort, thus the book is geared to group use, but could be adapted to individual tutoring. The book relies heavily on textual material, using complex sentence structure, transitional words and modals, as well as simple sentences. It includes a wide range of vocabulary. The focus is on content and not English language skills.
Book Organization:	6 units composed of 4 page modules, from 2 to 5 modules per unit. Unit content deals with residency/citizenship interview; symbols and holidays; famous Americans; US geography; citizenship responsibilities; US Constitution.
Chapter Organization:	Modules may start with information gap exercise/jigsaw or other pair work or a reading followed by exercises.
Pictorial support:	
Illustrations:	Line drawings that are clear and easily understood. Some may be too small for elderly eyes.
Photographs	No.
Charts, Graphic Organizers	Charts, time lines, maps; organizers.
For the students: Exercises:	Words with similar meaning to words in INS forms, T/F with correction of F; matching; fill in the blank; pair and small group work; classroom surveys.
For the teachers: Usage guide:	There is a separate guide.
Of Special Interest:	Use of actual INS forms and required documentation gives students an opportunity to work with authentic materials
Test Instructions	Tests both pre-and post are in a separate booklet.

Title:	English Through Citizenship, Intermediate Level B
Author(s)	Kirn, Elaine
Publisher:	Delta Systems Co., Inc; 1400 Miller Parkway, McHenry, IL 60050-7030. ISBN 0-937354-44-9
Cost/Date:	\$10.95 / 1989.
Size:	8 _ X 11, 92 pages.
SPL Required	SPL 3-5, according to the author. CASAS 191-216.
Teaching/Learning Basis	<p>The third in the series, while relying heavily on textual material, uses complex sentence structure, transitional words and modals, as well as simple sentences. It includes a wide range of vocabulary. The focus is on content and not English language skills.</p> <p>There is ample use of integrated skills: reading leading to conversation and writing.</p> <p>The book is geared to group use, but could be adapted to individual tutoring.</p>
Book Organization:	6 units composed of 4 page modules, from 2 to 8 modules per unit.
Chapter Organization:	Modules may start with an introductory reading or pre-reading pair (or group) work followed by exercises. Units in part B deal with the three levels of government, federal, state, and local; US history; California history; a brief history of 7 US cities.
Pictorial support:	
Illustrations:	Single line drawings that are clear, although some are quite small; maps.
Photographs	No.
Charts, Graphic Organizers	Uses charts both to organize information and to gather information from; flow charts, a pie chart and Venn diagram; time lines.
For the students: Exercises:	Information gap and jigsaw materials, T/F with correction of F; matching; fill in the blank; pair and small group work; classroom surveys.
For the teachers: Usage guide:	There is a separate guide.
Of Special Interest:	The section on local government covers a broad range of services and ways to access and participate in local activities.
Test Instructions	There is a separate booklet with pre- and post tests.

Title:	Instructor's Manual for English Through Citizenship, Intermediate Levels A & B
Author(s)	Kirn, Elaine
Publisher:	Delta Systems Co., Inc; 1400 Miller Parkway, McHenry, IL 60050-7030. ISBN 0-937354-43-0
Cost/Date	\$10.95 / 1989.
Size:	8 _ X 11; 35 pages.
SPL Required	NA.
Teaching/Learning Basis	NA.
Book Organization:	Contents: General organization of program; General instructions (in 10 pages); 100 Citizenship test Q & A; Answer keys to exercises and pre/post tests.
Chapter Organization:	NA
Pictorial support:	
Illustrations:	NA.
Photographs	NA.
Charts, Graphic Organizers	NA.
For the students: Exercises:	NA.
For the teachers: Usage guide:	Brief instructions on how to use the modules, suggestions on presentation of reading and vocabulary; specific oral questions to use in the presentations. How to use pictures and the comprehension exercises. Specific examples are given. How to use pattern drills. How to apply cooperative learning in whole class, pairs and small groups.
Of Special Interest: Test Instructions	See Student text A Review

Title:	Entry into Citizenship
Author(s)	Becker, Aliza and Mary Ann Siegel.
Publisher:	Contemporary Books, 4255 West Touhy Avenue, Lincolnwood, IL 60646-1975. ISBN: 0-8092-0642-0
Cost/Date:	\$11.00 / 2000.
Size:	8 1/2" x 11"; 185 pages.
SPL Required	SPL 3+ The introduction suggests beginning and low intermediate but the prose registers 8.1 on the Flesch-Kincaid grade level scale. There is frequent use of the passive. The ample use of pictures helps to lower the SPL.
Teaching/Learning Basis	The pictures form a basis for comprehension of the reading. There are questions for oral discussion. There are no answers so the book must be used in a tutorial or classroom setting.
Book Organization:	Contents, Introduction, 12 content units: N-400 (Beginning the Process; Talking About Yourself 1 & 2; Becoming a Citizen) and U.S. History & Government: (A New Country; Civil War & Expansion; 20 th Century & Voting; U.S. Constitution, Legislative, Executive and Judicial Branches; State & Local Government) and an Appendix containing a sample N-400 and INS 100 Q & A.
Chapter Organization:	The first four units focus on filling out the N-400 while the rest deal with history and civics. Each unit starts with a Preview that has at least one picture, followed by Starting Out with questions for discussion of the visual; Warming up provides strategies for the INS exam or learning, then there are Short readings with an interactive practice or exercise. Dictations and a Review or Test (multiple choice) complete the unit.
Pictorial support:	(On nearly every page.)
Illustrations:	Yes, half-tones and black line drawings.
Photographs	Yes, of a Resident Alien card only.
Charts, Graphic Organizers	Yes, flow charts, grids, and fill-in-charts.
For the students: Exercises:	Matching, same/different, copying, multiple choice, short answer, circling, put an x on, fill in the blank, dictation, class survey, yes/no, check the box.
For the teachers: Usage guide:	There is a separate Teacher's Activity Guide.
Of Special Interest:	The strategies in the Warming Up section are well described and very useful. The pictures explaining concepts are outstanding.

Title:	Equipped for the Future: Content Standards. What Adults Need to Know and Be Able to Do in the 21 st Century.
Author(s)	Stein, Sondra. Project Director
Publisher:	National Institute for Literacy, 1775 I Street, NW, Suite 730, Washington, DC 20006-2401. www.nifl.gov/lincs/collections/eff/standards No ISBN
Cost/Date:	Download free from NIFL / 2000
Size:	11" x 11" bound version; 108 text pages and 34 pages of appendices.
SPL Required	NA
Teaching/Learning Basis	Reference
Book Organization:	5 Chapters: A Definition of Adult Literacy for the 21 st Century: Building the Equipped for the Future Framework; The EFF Standards and How They Work; Teaching and Learning With the EFF Framework; A Starting Point for Standards-Based Systems Reform. Appendices include The EFF Framework; Role Maps; Common Activities Matrix; EFF Content Standards; Documentation Templates; EFF Development Partners; EFF Team, 1999-2000 and More Information on EFF.
Chapter Organization:	Each chapter provides unique material. Chapters 1 & 2 give a summary of goals and the history of EFF. Chapter 3 defines and gives examples of standards and how to use them for assessment. Chapter 4 examines three programs in detail. Chapter 5 focuses on the broader issue of system reform.
Pictorial support:	
Illustrations:	Yes
Photographs	No.
Charts, Graphic Organizers	Yes. Charts, sidebars, graphs
For the students: Exercises:	NA
For the teachers: Usage guide:	NA
Of Special Interest:	The Citizen/Community Member Role Map defines 4 broad areas. Under each area are Key Activities that can help guide a curriculum in civics for adults. Roles for Adult are Family, Citizen, and Worker. The Standards Circle (p.21) graphically illustrates the 4 skill areas: Communication; Decision-Making; Interpersonal; Lifelong Learning.

Title:	Getting to Know the United States: Our Constitution, Our Government
Author(s)	Field, Robert J.
Publisher:	BookLab, PO Box 230206, NY, 10023-0206. ISBN: 87594-378-0
Cost/Date:	\$9.95 / 1998.
Size:	8 _ " x 11"; 156 pages.
SPL Required	SPL 4 +. Flesch-Kincaid grade level 6.8.
Teaching/Learning Basis	Academic learning basis needing strong reading skills. Although the language is colloquial and very readable by a native English-speaker, it is grammatically unsheltered, using passives, conditionals, relative clauses and adverbial connectors randomly. Heavily focused on vocabulary.
Book Organization:	19 chapters of 5-10 pages each explain the Constitution and the organization of U.S. government. Table of Contents lists: A Snapshot of Our Country; How to Be a Citizen; Intro to the U. S. Constitution; How Our Country Began; Declaration of Independence; Articles of confederation; Our Constitution is Born; Bill of Rights; Article I; Article II; the Cabinet; How a President is Elected; Article III; How a Bill Becomes a Law; Our System of Checks and Balances; Article IV-VII; Amendments; Our Flag. Glossary and two tests.
Chapter Organization:	Each chapter is prefaced by approximately a half a dozen key vocabulary definitions, followed by a reading on the topic. A problem is posed, with background information and an illustration with a fill-in-the-blank solution statement, then vocabulary exercises, comprehension and understanding the facts. Learning the language is a vocabulary builder.
Pictorial support:	
Illustrations:	Some simple but effective cartoon line drawings.
Photographs	A few.
Charts, Graphic Organizers	No.
For the students: Exercises:	Matching, multiple choice, T/F, fill in the blank, crosswords, synonyms, sequencing.
For the teachers: Usage guide:	Separate.
Of Special Interest:	21 case studies (problems) help to focus students on some of the essential elements of the chapters.

Title:	Getting to Know the United States: Our Constitution, Our Government: Teacher's Guide
Author(s)	Field, Robert
Publisher:	Book Lab, PO Box 230206, Ansonia Station, New York, NY 10023-0206
Cost/Date:	\$6.95 / 1997
Size:	5 _ ' x 9'; 84 pages
SPL Required	NA
Teaching/Learning Basis	NA
Book Organization:	No table of contents
Chapter Organization:	Each chapter prefaced by a useful focus list of "Understanding to be developed" followed by answers to chapter tests. Suggested student activities include discussion, role play, outlining, research (lives of famous U.S. leaders), time-lines.
Pictorial support:	
Illustrations:	NA
Photographs	NA
Charts, Graphic Organizers	NA
For the students: Exercises:	As above
For the teachers: Usage guide:	NA
Of Special Interest:	

Title:	Getting Your Citizenship (Practice Book for the Citizenship Test)
Author(s)	Echaore-McDavid, Susan and Roderman, Winifred Ho.
Publisher:	Contemporary Books. 4255 West Touhy Avenue, Lincolnwood, IL 60712-1975. ISBN: 0-8092-0592-0
Cost/Date:	\$8.75 / 2000.
Size:	8 1/2" x 11"; 122 pages.
SPL Required	SPL 4; Flesch-Kincaid grade level of 6.6. Simple sentences with lots of repetition.
Teaching/Learning Basis	Self-study or one-on-one with a tutor or same-language coach. The narratives are written in very simplified English, but because of their subject matter involve the use of simple past, past perfect and past passive.
Book Organization:	2 parts: The U. S. History (pp. 1-60); the U. S. Government (pp.61-122)
Chapter Organization:	Part 1 (U. S. History) has 5 units. Each contains 3-4 "lessons" of 1-2 pages for a total of 16 lessons. Each unit is prefaced with a "What Do You Know?" section that helps set the stage for the topics of the unit. Centered on a narrative about the basics of U. S. history, each narrative is accompanied by a 5-6-word glossary, and followed by sentences for the student to complete with directions on where to look for the answers, what the student should do about wrong answers, and a short section entitled "Find Out More" for the ambitious student. However, no resources are given.
Pictorial support:	
Illustrations:	Small black and white line drawings. Small but clear maps.
Photographs	Some representations of significant, historical documents (the Constitution) and scenes from early meetings of Continental Congress.
Charts, Graphic Organizers	Yes
For the students: Exercises:	Sentence completion, multiple choice questions, vocabulary lists.
For the teachers: Usage guide:	Separate.
Of Special Interest:	Samples of the INS test questions and vocabulary lists of important items that might occur in the English competence part of the interview.

Title:	A Guide to Naturalization Form M-476
Author(s)	INS
Publisher:	U.S. Department of Justice, Immigration and Naturalization Service www.ins.usdoj.gov/graphics/services/natz/English .
Cost/Date:	Download free from web site / 2000
Size:	57 pages
SPL Required	SPL above 8. Should probably be used with help from a native speaker.
Teaching/Learning Basis	Reference
Book Organization:	Welcome; Benefits and Responsibilities of Citizenship; Frequently Asked Questions; Eligibility; What Should be Expected from the Naturalization Process; Customer Service; Where to get Help; Glossary of Terms
Chapter Organization:	Sub-headings with accompanying commentary and explanations. Moves the applicant through the process, step by step.
Pictorial support:	
Illustrations:	No.
Photographs	Yes. ID documents.
Charts, Graphic Organizers	Yes. Charts, checklists, flow chart.
For the students: Exercises:	Work sheets.
For the teachers: Usage guide:	Naturalization process information.
Of Special Interest:	At the end of the document is an eligibility worksheet set up as a flow chart. It is very clear and walks the applicant through many steps in a logical manner. The guide is available in Spanish, Tagalog, Chinese and Vietnamese as well as English.

Title:	Handbook for Citizenship, 2 nd edition
Author(s)	Seely, Margaret
Publisher:	Prentice Hall Regents, Upper Saddle River, NJ 07458 ISBN: 0-13-372806-4
Cost/Date:	\$14.10 / 1989
Size:	7 " x 9 "; 104 pages
SPL Required	SPL 5+. Flesch-Kincaid reading level is 7.3; however, the textual material is in moderately long selections which may contribute to more difficulty in reading.
Teaching/Learning Basis	The book is set up for self -study with readings followed by three exercises. An additional audio tape gives practice in listening to and answering the INS' 100 questions.
Book Organization:	Introductory pages (3); 4 content chapters: Naturalization; Early US History; US Government; State and Local Government. Appendices: Grid with data on the 50 states; State (California), county (Alameda), and city (Oakland) history and government; 100 questions; one page of writing practice.
Chapter Organization:	A short reading followed by 3 exercises.
Pictorial support:	
Illustrations:	Jury trial
Photographs	No
Charts, Graphic Organizers	Map of the 50 states, map of California, chart of the three branches of government.
For the students: Exercises:	Each reading has a vocabulary list, fill in the blank with words from the list, and short answer questions
For the teachers: Usage guide:	No
Of Special Interest:	Audio tape has Q & (A) on N-400 information, US history and government, and the most commonly asked questions. Layout of a courtroom and persons involved are labeled.

Title:	How to Buy a Home in the U.S.
Author(s)	Fannie Mae Foundation
Publisher:	New American Initiative, Fannie Mae Foundation, 4000 Wisconsin Ave. NW, Washington, DC 20016-2800. No ISBN
Cost/Date:	Free / 1996
Size:	8 1/2" x 11"; 82 pages, spiral bound
SPL Required	SPL 4+. The Flesch-Kincaid grade level for reading is 5.6.
Teaching/Learning Basis	Reading, with lots of pictorial support to activate schema. Interactive with group discussion and some problem solving.
Book Organization:	11 lessons: This apartment is too small; Getting money to buy a home; Your credit report; Savings accounts; Deciding what you want; how to find the right home; Deciding how much to offer; What you should know about mortgage loans; How to shop for a loan; Protecting and maintaining your home; Planning for monthly expenses in you new home. Glossary and Free Resources.
Chapter Organization:	Each lesson is introduced with a picture for discussion and reading, a comprehension check. Talk about it section has a second picture, more discussion, vocabulary and grammar focus, writing and out of class activity
Pictorial support:	
Illustrations:	Yes.
Photographs	No.
Charts, Graphic Organizers	Yes. Check lists, charts.
For the students: Exercises:	Oral discussion questions, multiple choice, categorizing, fill in the blank, short essay, sentence combining, matching, complete the sentence, T/F, math problems, pair work, outside of class activities (e.g. going to an open house).
For the teachers: Usage guide:	Separate book.
Of Special Interest:	There is an emphasis on using authentic materials and situations.

Title:	How to Buy a Home in the United States, Teacher's Guide
Author(s)	Fannie Mae Foundation
Publisher:	New American Initiative, Fannie Mae Foundation, 4000 Wisconsin Ave. NW, Washington, DC 20016-2800. No ISBN
Cost/Date:	Free / 1996
Size:	8 1/2" x 11"; 80 pages, spiral bound
SPL Required	NA
Teaching/Learning Basis	Teacher's Guide
Book Organization:	Follows the 11 lessons in the student book.
Chapter Organization:	Walks the teacher through each of the activities in the lesson noting the purpose and suggesting ways for student participation and pre-reading activities.
Pictorial support:	
Illustrations:	Yes.
Photographs	Yes. A photocopy of each student page is given with teaching suggestions below it. Correct answers are given in the student page.
Charts, Graphic Organizers	Yes.
For the students: Exercises:	NA
For the teachers: Usage guide:	NA
Of Special Interest:	A good review of the credit issue, especially nontraditional credit history.

Title:	Immigrants & Refugees: Create Your New Life in America, 2 nd edition
Author(s)	Mikatavage, Raimonda
Publisher:	Melodija Books, Hampstead, MD ISBN: 0-9647213-5-x
Cost / Date:	\$14.95 / 1998
Size:	9" X 6"; 198 pages
SPL Required	9+; Flesch-Kincaid grade level is 8.3
Teaching/Learning Basis	This is an extremely informative 'how-to' book, with self-study questions and help for the individual on how to access the American system and culture. While engagingly written, the book contains dense prose, using native-like structures.
Book Organization:	Contents: Introduction; Relationship; Education; Money; Major purchases; Preparing for the right career; Work; Health, safety and other tips; Success and satisfaction; Appendix; References; Index.
Chapter Organization:	A series of sub-topics, followed by a few review or self-help questions. Example: Relationships sub-topics are: Those strange Americans; Fitting in; Start first and go slowly; Relationship fundamentals; Four social styles; How men and women communicate; Our feelings are hard to hide; Getting your point across; A friend of a friend; and Conflict management.
Pictorial support:	
Illustrations:	Iconic pictures at the beginning of most sub-topic readings.
Photographs	No.
Charts, Graphic Organizers	No.
For the students: Exercises:	Questions following each sub-topic.
For the teachers: Usage guide:	No
Of Special Interest:	If used for classroom purposes, it should be at the university or top IEP levels. It contains great topics for discussion for adults of all ages and could be used by service providers as a practical reference guide. References are timely with 800 numbers and web sites.

Title:	The INS Citizenship Interview: Will They Pass? VIDEO
Author(s)	Alexander, Millicent
Publisher:	New Readers Press, U.S. Publishing Division of Laubach Literacy, Box 131, Syracuse, NY 13210 No ISBN
Cost/Date:	\$32.50 / 1996
Size:	50 Minutes
SPL Required	Multilevel, a minimum of SPL 2
Teaching/Learning Basis	Listening and observation, reading.
Book Organization:	The tape has three parts: a full interview; a closer look at the criteria; and your turn, a section for viewers to apply the criteria.
Chapter Organization:	Each section is introduced with a voice over and written titles. The second section illustrates the entire interview starting with the swearing in, then shows how English knowledge is tested in understanding, speaking, reading and writing. Good moral character and attachment to the constitution are illustrated by Q & A using different applicants.
Pictorial support:	
Illustrations:	No.
Photographs	Yes. Video.
Charts, Graphic Organizers	No.
For the students: Exercises:	The final section provides different scenarios for students to judge using the criteria discussed in section two.
For the teachers: Usage guide:	NA
Of Special Interest:	A very clear picture of what could happen during the interview. Students are very attentive to this tape.

Title:	Key Decisions in U.S. History: A Participatory Approach. Volume 1: 1450-1860
Author(s)	Smith, Patrick Henry and John Croes
Publisher:	J. Weston Walch, 321 Valley Street, P.O. Box 658 Portland, ME 04104-0658 ISBN: 0-8251-3324-6
Cost/Date:	\$19.95 / 1997
Size:	8 _ " x 11"; 150 pages
SPL Required	SPL 5 or 6. According to the authors 5-8 grade level on the Gunning Fogg Index and Flesch Index for readability. The text was written for high school students in sheltered English classes.
Teaching/Learning Basis	Problem solving, or 'decision format', requires students to enter a situation and defend decisions they make. Interactive and participatory.
Book Organization:	Contents; introduction; 57 short historical vignettes; historical notes for each vignette; and a thematic index for volumes 1 and 2. Examples of vignettes: William Penn: How can we live together in this new colony?; Second Continental Congress: Should the states join together or stay separate?; Supreme Court: Are black people citizens of the United States?
Chapter Organization:	Each chapter has a date marker, title, and problem in question form that must be decided. There is a short reading, some just two paragraphs, with a visual or organizer, followed by a section of comprehension questions, always beginning with Who are you in this story? There are a number of decisions provided, but room for others that the students may contribute. The problem is then open for discussion with students required to defend their own position. They are also asked to write their reasoning out completely.
Pictorial support:	
Illustrations:	Yes, line drawings, half tones, and block prints
Photographs	Yes, a few.
Charts, Graphic Organizers	Yes, maps, time lines.
For the students: Exercises:	Comprehension questions, decision, and essay about decision.
For the teachers: Usage guide:	Some suggestions in the introduction. The historical notes at the end has selected vocabulary for work, explains the best choice of decision, and gives extended information about the events discussed in the vignette.
Of Special Interest:	The thematic index allows teachers to move from a chronological progression to a thematic one. This would be most helpful if students get excited about a topic. Pages are marked that can be photocopied by the teacher for students.

Title:	Key Decisions in U.S. History: A Participatory Approach. Volume 2: 1861-1994
Author(s)	Smith, Patrick Henry and John Croes
Publisher:	J. Weston Walch, 321 Valley Street, P.O. Box 658 Portland, ME 04104-0658 ISBN: 0-8251-3325-4
Cost/Date:	\$19.95 / 1997
Size:	8 1/2" x 11"; 150 pages
SPL Required	SPL 5 or 6. According to the authors 5-8 grade level on the Gunning Fogg Index and Flesch Index for readability. The text was written for high school students in sheltered English classes.
Teaching/Learning Basis	Problem solving, or 'decision format', requires students to enter a situation and defend decisions they make. Interactive and participatory.
Book Organization:	Contents; introduction; 60 short historical vignettes; historical notes for each vignette; and a thematic index for volumes 1 and 2. Examples of vignettes: President Cleveland: Should we make immigrants pass a literacy test?; American Citizens: Should the U.S. join the League of Nations?
Chapter Organization:	Each chapter has a date marker, title, and problem in question form that must be decided. There is a short reading, some just two paragraphs, with a visual or organizer, followed by a section of comprehension questions, always beginning with Who are you in this story? There are a number of decisions provided, but room for others that the students may contribute. The problem is then open for discussion with students required to defend their own position. They are also asked to write their reasoning out completely.
Pictorial support:	
Illustrations:	Yes, line drawings, half tones, and block prints
Photographs	Yes, more than in volume one.
Charts, Graphic Organizers	Yes, maps, time lines.
For the students: Exercises:	Comprehension questions, decision, and essay about decision.
For the teachers: Usage guide:	Some suggestions in the introduction. The historical notes at the end has selected vocabulary for work, explains the best choice of decision, and gives extended information about the events discussed in the vignette.
Of Special Interest:	The thematic index allows teachers to move from a chronological progression to a thematic one. This would be most helpful if students get excited about a topic. Pages are marked that can be photocopied by the teacher for the individual classroom.

Title:	Knowing about Places in the U.S.A.
Author(s)	Sloan, Stephen and Jill Gluck
Publisher:	Dominie Press, Inc. 1949 Kellogg Avenue, Carlsbad, CA 92008. ISBN: 1-56270-873-2
Cost/Date:	\$10.95 / 1999
Size:	8 1/2" x 11"; 88 pages.
SPL Required	SPL 5+; Flesch-Kincaid grade level varies from 3.5 to 5.1. There are uses of past tense and passives.
Teaching/Learning Basis	The approach in each chapter uses pictures for oral work before reading or writing. It also makes frequent use of student drawing.
Book Organization:	There are ten chapters after a scope and sequence and table of contents: an introduction using famous world places; Washington, D.C.; Philadelphia; NYC; Cities and Farms; The Grand Canyon & Old Faithful; Yosemite & Redwoods; San Francisco; Los Angeles; and the dictation scripts.
Chapter Organization:	Each chapter contains: pictures for oral work, vocabulary practice, group work, readings and writing.
Pictorial support:	
Illustrations:	Yes, some line and some half-tones.
Photographs	Yes, black and white.
Charts, Graphic Organizers	No.
For the students: Exercises:	Fill in the blank, short answer, controlled writing, dictation. There are sections for students to draw scenes or symbols.
For the teachers: Usage guide:	Two pages in the front of the book.
Of Special Interest:	Uses drawing to focus attention on relationship between places and emotions.

Title:	National Standards for Civics and Government
Author(s)	Quigley, Charles, et al.
Publisher:	Center for Civic Education, 5146 Douglas Fir Road, Calabasas, CA 91302. To order on line www.civiced.org ISBN: 0-89818-155-0
Cost/Date:	\$14 / 1994
Size:	8 1/2" x 11 ; 179 pages
SPL Required	NA
Teaching/Learning Basis	Reference
Book Organization:	Preface, Introduction, K-4 Standards, 5-8 Standards, 9-12 Standards, and Appendices: Organizing questions and Content Summary; Illustrative Performance Standard; glossary, Acknowledgements and Index.
Chapter Organization:	Each standards chapter begins with a set of questions. For these questions, students should be able to demonstrate basic competence in knowledge—identify, describe, explain, evaluate a position, take a position, defend a position—and in participation. Each question is further explained by a summary and a rationale and followed by examples of ways to achieve the content standards. Throughout the chapter there are quotations in the margin of the text that can be used for discussion or explication of the topic, e.g. "Wherever law ends, tyranny begins." John Locke
Pictorial support:	
Illustrations:	No.
Photographs	No.
Charts, Graphic Organizers	No.
For the students: Exercises:	NA
For the teachers: Usage guide:	The entire text is to assist teachers.
Of Special Interest:	National Standards clearly identifies the needs for civics standards and how to achieve them while providing voluntary guidelines to civics education. For anyone doubtful of how to form and use standards in the classroom, this text gives ample guidance.

Title:	New Americans Guide: How to Become a Citizen—How to Become a Homeowner
Author(s)	Fannie Mae Foundation and National Immigration Forum
Publisher:	Fannie Mae Foundation and National Immigration Forum. Call 1-800-688-HOME for copies. No ISBN
Cost/Date:	Free / 1996
Size:	5 _" x 8 _; 31 pages
SPL Required	SPL 7-8. Flesch-Kincaid grade level is 11.
Teaching/Learning Basis	Reading
Book Organization:	Introductory material. 10 pages deal with the process of naturalization; 16 pages deal with home ownership
Chapter Organization:	Under How to Become a Citizen are the following sub-headings: The National Immigration Forum and the Naturalization Process; The Path to Citizenship; Benefits of Citizenship; Where to Get More Help
Pictorial support:	
Illustrations:	Yes. Red, White and Blue small half-tone introduce some topics.
Photographs	No.
Charts, Graphic Organizers	No.
For the students: Exercises:	No.
For the teachers: Usage guide:	No.
Of Special Interest:	100 questions & answers in Spanish and English insert in back flap

Title:	Newcomers and the Environment: Advanced Level ESL Textbook
Author(s)	LaRue, Charles and Pamela LaRue
Publisher:	Multi-Cultural Educational Services, 832 104 th Lane NW, Coon Rapids, MN 55433 or order on line at: www.mcedservices.com No ISBN
Cost/Date:	Texts are free; postage and handling vary. / 2001
Size:	8 _" x11"; 116 pages
SPL Required	SPL 5+. The teacher's manual indicates a CASAS score of 210+. Flesch-Kincaid grade level is 6.2.
Teaching/Learning Basis	Integrated skills and participatory tasks. Readings lead to research in the community, gathering and using authentic materials, and participation in services, like recycling.
Book Organization:	Table of Contents, About the Glossary, 10 content chapters (Composting & reducing waste, Recycling, Preventing water pollution, Improving indoor air quality, Preventing health problems from second hand smoke, Farming & the safe use of chemicals, Fishing & hunting regulations, Conserving natural resources, Using state parks, Minnesota fishing), 7-language glossary: English, Bosnian, Hmong, Russian, Somali, Spanish, & Vietnamese.
Chapter Organization:	Each chapter begins with a photograph, 2 page reading, more resources, a second photo and reading, 5-7 exercises including comprehension check, grammar, partner work, community involvement.
Pictorial support:	
Illustrations:	Yes, black and white.
Photographs	Yes, black and white.
Charts, Graphic Organizers	Yes.
For the students: Exercises:	Short answer, correct the sentence, verb forms, sentence combining with adverbs, making questions, vocabulary, Why questions, interviewing a classmate, using authentic materials, completing charts categorizing, matching, reading labels.
For the teachers: Usage guide:	A separate document.
Of Special Interest:	Each chapter starts with a story of an immigrant who is working in an environment job with a governmental agency. In every chapter there is a resource list for further investigation. The multi-language glossary of over 200 words permits quick understanding of often difficult material.

Title:	Newcomers and the Environment: Intermediate Level ESL Textbook
Author(s)	LaRue, Charles and Pamela LaRue
Publisher:	Multi-Cultural Educational Services, 832 104 th Lane NW, Coon Rapids, MN 55433 or order on line at: www.mcedservices.com No ISBN
Cost/Date:	Texts are free; postage and handling vary. / 2001.
Size:	8 _" x11"; 71 pages.
SPL Required	SPL 3-4. Flesch-Kincaid grade level is 5.
Teaching/Learning Basis	Integrated skills and participatory tasks. Readings lead to research in the community, gathering and using authentic materials, and participation in services, like recycling.
Book Organization:	Table of Contents, About the Glossary, 10 content chapters (Composting & reducing waste; Recycling; Preventing water pollution; Improving indoor air quality; Preventing health problems from second hand smoke; Farming & the safe use of chemicals; Fishing & hunting regulations; Conserving natural resources; Using state parks; Minnesota fishing), 7-language glossary: English, Bosnian, Hmong, Russian, Somali, Spanish, & Vietnamese.
Chapter Organization:	Each chapter begins with a photograph, 2 page reading, more resources, a reading comprehension exercise, a short reading and sometimes more pictures or illustrations, 3-4 exercises.
Pictorial support:	
Illustrations:	Yes.
Photographs	Yes.
Charts, Graphic Organizers	Yes.
For the students: Exercises:	Short answer, correct the sentence, fill in the blank, matching, reading labels, reading charts and maps.
For the teachers: Usage guide:	Separate
Of Special Interest:	Each chapter starts with a story of an immigrant who is working in an environment job with a governmental agency. In every chapter there is a resource list for further investigation. The multi-language glossary of about 130 words permits quick understanding of often difficult material.

Title:	Newcomers and the Environment-Teaching Guide & Answer Key Advanced Level
Author(s)	LaRue, Charles and Pamela LaRue
Publisher:	Multi-Cultural Educational Services, 832 104 th Lane NW, Coon Rapids, MN 55433 or order on line at: www.mcedservices.com No ISBN
Cost/Date:	Free / 2001.
Size:	8 _ " x11"; 14 pages.
SPL Required	NA.
Teaching/Learning Basis	NA.
Book Organization:	A page and a half of descriptions of text and a few suggestions for presenting the material. The rest is the answer key.
Chapter Organization:	NA.
Pictorial support:	
Illustrations:	NA.
Photographs	NA.
Charts, Graphic Organizers	NA.
For the students: Exercises:	NA.
For the teachers: Usage guide:	A minimal suggestion on how to do pair work with the text.
Of Special Interest:	

Title:	Of the People: US History
Author(s)	Short, Deborah, Margaret Seufert-Bosco, Allene Guss Grognet
Publisher:	Delta Systems Co., Inc and Center for Applied Linguistics, 1400 Miller Parkway, McHenry, IL 60050-7030. ISBN: 1-887744-22-3 ISBN: 0-937354-68-6
Cost/Date:	2002
Size:	8 _ " X 11"; 178 pages.
SPL Required	SPL 4, with some exercises for SPLs 3 and 5.
Teaching/Learning Basis	Communicative and social learning, integrates all modalities. Proceeds from the students' personal knowledge and experience, while also assuming a sophisticated level of academic learning. Graphs and charts help clarify the learning objectives at the beginning of each chapter.
Book Organization:	Table of Contents, To the Student, Glossary and 29 content lessons (The New World; 2 Permanent Colonies; 13 Colonies; Colonies & England; Declaration of Independence & Continental Congresses; Revolutionary War; Articles of Confederation; Constitutional Convention; U.S. Constitution; First President; Political Parties; REVIEW; War of 1812; Nation Grows; Pre-Civil War; Civil War; Post-Civil War; Industrial Revolution; Progressives; REVIEW; WW I; Depression; WW II; Cold War; Civil Rights & VN War; JFK and ML King; U.S. Presidents; Immigration; REVIEW), Study questions, Vocabulary index.
Chapter Organization:	5 sections: Objective & Pre-reading; Information charts or diagrams; Reading passage & Comprehension exercises; Testing exercises; Review.
Pictorial support:	
Illustrations:	Yes, line drawings & maps.
Photographs	Yes, of famous people.
Charts, Graphic Organizers	Yes, time lines, charts, flow charts, graphs.
For the students: Exercises:	T/F, crosswords, categorizing, circle, complete the sentence, sentence unscramble, fill in the blank, matching, complete the chart, fill in the letter, short answer, wrong or odd item out, identify the false statement, complete the time line. Pair & group work.
For the teachers: Usage guide:	No.
Of Special Interest:	It is up-to-date—George W. Bush is president. Has a variety of test formats.

Title:	On Common Ground Work text A
Author(s)	Beaty, Sally; Lynn Savage; Beth Robinson; Kathleen Santopietro Weddel.
Publisher:	INTELECOM Intelligent Telecommunications, 150 East Colorado Blvd., Suite 300, Pasadena, CA 91105-1937 ISBN: 1-58370-050-1
Cost/Date:	\$11.95 / 1999 15 video tapes are \$99 each
Size:	8 1/2" x 11"; 164 pages
SPL Required	SPL 8 +..Flesch Kincaid grade level 7.3.
Teaching/Learning Basis	Communicative, Interactive (with video, partner, group, teacher) Multimedia
Book Organization:	<p>The first half of the series, Worktext A covers 7 units. After a scope and sequence, a section "To the Learner" explains how to use the book. Following the units are The US Constitution and Amendments; Answers to the exercises; Score sheets for self rating; Exercises to check on comprehension and learning; Answers to the check; Glossary.</p> <p>Units cover: the reason for government; the U.S Constitution as basis for the rule of law; individual rights vs common good; separation of powers; freedom of expression; freedom of speech; freedom of the press.</p>
Chapter Organization:	Each unit begins with a picture from the video, a civics general statement; and its relationship to the episode. Then there are two preview exercises with questions at three difficulty levels. Students then view a 15 minute video segment and do follow up activities. Expansion includes a reading and a key ideas writing exercise. A final application is a project and each unit ends with a short factual anecdote, exercise or song.
Pictorial support:	
Illustrations:	No.
Photographs	Yes, in color.
Charts, Graphic Organizers	Yes.
For the students: Exercises:	Most activities and exercises have three levels of difficulty or complexity. T/F; fill in graphic organizers; giving examples of civics concepts; short answer; multiple choice; finish the statement; research; map work.
For the teachers: Usage guide:	There are separate resource books, both for class and distance learning.
Of Special Interest:	The series provides an in-depth approach to civic life and thought in the US. The themes are linked to historical and legal facts or events, but are portrayed through a current conflict in which there may be several right answers, opinions or sides.

Title:	On Common Ground Work text B
Author(s)	Beaty, Sally; Lynn Savage; Beth Robinson; Kathleen Santopietro Weddel.
Publisher:	INTELECOM Intelligent Telecommunications, 150 East Colorado Blvd., Suite 300, Pasadena, CA 91105-1937 ISBN: 1-58370-051-x
Cost/Date:	\$11.95 / 1999 15 video tapes are \$99 each
Size:	8 1/2" x 11"; 180 pages
SPL Required	SPL 8 +..Flesch Kincaid grade level 7.3.
Teaching/Learning Basis	Communicative, Interactive (with video, partner, group, teacher) Multimedia.
Book Organization:	The second half of the series, Worktext B covers 8 units, numbers 8-12. After a scope and sequence, a section "To the Learner" explains how to use the book. Following the units are The US Constitution and Amendments; Answers to the exercises; Score sheets for self rating; Exercises to check on comprehension and learning; Answers to the check; Glossary. Units cover: due process of law; the judicial system; political power of the people; limited government; contract of trust between elected officials and voters; economic rights; equal opportunities for all.
Chapter Organization:	Each unit begins with a picture from the video, a civics general statement; and its relationship to the episode. Then there are two preview exercises with questions at three difficulty levels. Students then view a 15 minute video segment and do follow up activities. Expansion includes a reading and a key ideas writing exercise. A final application is a project and each unit ends with a short factual anecdote, exercise or song
Pictorial support:	
Illustrations:	No
Photographs	Yes, in color.
Charts, Graphic Organizers	Yes.
For the students: Exercises:	Most activities and exercises have three levels of difficulty or complexity. T/F; fill in graphic organizers; giving examples of civics concepts; short answer; multiple choice; finish the statement; research; map work.
For the teachers: Usage guide:	There are separate resource books, both for class and distance learning.
Of Special Interest:	The series provides an in-depth approach to civic life and thought in the US. The themes are linked to historical and legal facts or events, but are portrayed through a current conflict in which there may be several right answers, opinions or sides.

Title:	On Common Ground: Teacher's Resource Book, Classroom Edition
Author(s)	Minicz, Elizabeth
Publisher:	INTELECOM Intelligent Telecommunications, 150 East Colorado Blvd., Suite 300, Pasadena, CA 91105-1937 ISBN: 1-58370-052-8
Cost/Date:	\$24.95 / 1999
Size:	8 1/2" x 11"; 76 pages
SPL Required	NA
Teaching/Learning Basis	NA
Book Organization:	Contents; Introduction; General Procedures for Using the Episode Components; Unit Notes, Appendix 1 (Worktext Framework); Appendix 2 (Correlation to National Content Standards).
Chapter Organization:	The General Procedures runs through the unit format with detailed suggestions and questions for the teacher to use in class. There are explanations for jigsaw readings and use of graphic organizers, among others. The Unit format includes: Key Concept Questions & Unit Opener Page; Preview the Story; Preview Turning Point; Remember the Story; Remember Turning Points; Making Connections; Find Out More: Reading; Find Out More: Key Ideas; Pick Your Project; Inside Information; Check Your Progress; Dictation Sentences.
Pictorial support:	
Illustrations:	No.
Photographs	No.
Charts, Graphic Organizers	No.
For the students: Exercises:	NA
For the teachers: Usage guide:	This resource book has a great deal of information, especially in General Procedures, but can be difficult to use as a teacher is required to flip back and forth from Unit Notes to General Procedures.
Of Special Interest:	The connection to the national social studies and civics content standards is a very helpful outline.

Title:	Passport to Success in the U. S.
Author(s)	Petherbridge-Hernandez, Patricia & O'Donnell, Kathleen P.
Publisher:	J. Weston Walch. P.O. Box 658, Portland, Maine 04104-0658 ISBN: 0-8251-2892-7
Cost/Date:	\$9.95 / 1997
Size:	8 1/2" x 11"; 114 pages.
SPL Required	Reading level: 3+. Information complexity level: 5+. Flesch-Kincaid grade level is 8; however, there is little concentrated prose. Prose is put into charts and organizers for easier access.
Teaching/Learning Basis	Detailed, thorough approach to Citizenship preparation, application and the interview. This book would be a valuable class text, but might be difficult in an individual self-study situation. Students have the opportunity to consider not only the facts of the Citizenship applications process but also the cultural, social and legal implications of citizenship or membership in any society. Glossaries and activities to promote learning support ample, short (1-3 paragraphs) readings. Sample tests included. N-400 questions also are included with a variety of information for students to use to practice answering them.
Book Organization:	Nine chapters: Becoming a Citizen; Citizenship Examination; U.S. History; U.S. Government; Flag and Symbols; Test Preparation; Filling Out the Citizenship Application-N-400; the Interview; You Are a Citizen!; and a four page glossary.
Chapter Organization:	Each chapter provides well-focused, brief teaching points followed by varied and challenging activities for the student.
Pictorial support:	
Illustrations:	Extensive use of icons (the Statue of Liberty, the Capitol, the White House, etc.)
Photographs	A few
Charts, Graphic Organizers	A lot of charts and organizers help to keep the information input visually organized and learnable.
For the students: Exercises:	Fill in the gap, T/F, Yes/No, crosswords, sample tests, N-400 questions.
For the teachers: Usage guide:	Separate
Of Special Interest:	Although only 110 text pages, this book is packed full of information and activities and could be the basis of several separate Citizenship preparation classes.

Title:	Passport to Success in the US: Citizenship. Teacher Book
Author(s)	Petherbridge-Hernandez, Patricia; Kathleen P. O'Donnell
Publisher:	J Weston Walch, Publisher, P.O. Box 658, Portland, Maine 04104-0658 ISBN: 0-8251-2893-5
Cost/Date:	\$5.95/1997
Size:	8 1/2" x 11"; 35 pages.
SPL Required	NA
Teaching/Learning Basis	NA
Book Organization:	Contents; To the Teacher; 9 chapters paralleling the student text; English-Spanish word list.
Chapter Organization:	Overview; materials; topics for discussion; suggested activities; dictation; answer key.
Pictorial support:	
Illustrations:	No.
Photographs	Yes. For chapter headings
Charts, Graphic Organizers	Yes. In the answer key.
For the students: Exercises:	NA
For the teachers: Usage guide:	The topics for discussion help focus the lessons. The suggested activities give general instructions concerning presentation of a lesson, but not specific teaching techniques.
Of Special Interest:	The list of materials needed for each class is very helpful.

Title:	Preparation for Citizenship
Author(s)	Doran de Valdez, Dolores, Claudia Riedel, Joe A. Burgos.
Publisher:	Steck-Vaughn Company, P.O. Box 26015, Austin, TX 78755. ISBN: 0-8114-7987-0
Cost/Date:	\$12.28 / 1995.
Size:	8 " x10 "; 92 pages.
SPL Required	SPL 4+. Flesch-Kincaid grade level 6.
Teaching/Learning Basis	Reading and writing. Dialogs and communication are at the discretion of the teacher. CD Rom in the back cover contains most of the readings.
Book Organization:	Content material: 4 Units—Symbols (The Flag & Pledge of Allegiance); U.S. History (Revolution; Constitution; Civil War; World War; Vietnam War); U.S. Holidays (Thanksgiving; Independence Day; Others); U.S. Government (Legislative; Executive; Judicial; States & Capitals; U.S. Political System). The content is followed by an Appendix containing a U.S. History time line and maps, a Teacher's section, The Star Spangled Banner, The Bill of Rights, a copy of the N-400, INS 100 questions, Lesson objectives & Answer key.
Chapter Organization:	Each lesson begins with a photograph with a short explanatory paragraph, followed by a reading, and an exercise. A dialog and biographies may be included as well. The book has abundant pictorial support on almost every page.
Pictorial support:	
Illustrations:	Yes, clear line drawings.
Photographs	Yes, black and white.
Charts, Graphic Organizers	Yes, a few.
For the students: Exercises:	Fill in the blank, matching, crosswords, yes/no, calendar & date identification, short answer, map work.
For the teachers: Usage guide:	Two pages of rationale for the activities and some guidance with communication strategies for expanding the text.
Of Special Interest:	The Appendix has an outstanding pictorial time line. There is a CD Rom disk included. If a student has a computer at home, this is a handy option.

Title:	Preparing for Citizenship
Author(s)	Roy, Phillip
Publisher:	Phillip Roy, Inc Indian Rocks Beach, FL No ISBN
Cost / Date:	\$19.95 / 1998, revised edition
Size:	8 _ x 11: 114 pages
SPL Required	SPL 6. Flesch-Kincaid reading level is 8.
Teaching/Learning Basis	Reading for information. Could be used in classroom or for self-study as the answers to all exercises and questions are given in an Appendix.
Book Organization:	Contents: 5 chapters dealing with the history of U.S., chronologically; 7 appendices: answers to text exercises; common English word list and commands; 100 INS Q & A; route to citizenship; sample application; Oath of Allegiance; summary of history and citizenship process.
Chapter Organization:	Three or four readings per chapter with pictures. Underlined words are explained at the bottom of the page. Test questions at the end of each chapter. Multiple choice, T/F; Y/N.
Pictorial support:	
Illustrations:	Line drawings
Photographs	Yes, for the photo section of the application.
Charts, Graphic Organizers	Reproductions of INS forms
For the students: Exercises:	Short exercises at the end of each chapter. In addition to the above, they include matching exercises. The forms can be filled out.
For the teachers: Usage guide:	No
Of Special Interest:	Section on commands contains the commands used in the INS interview. There are explicit instructions on how to fill out the forms

Title:	Road to Citizenship (CD ROM)
Author(s)	Blackmer, Elizabeth and Fred Clough
Publisher:	Trinity Software, Inc. 607 Tenny Mountain Highway, Village Square, Suite 215, Plymouth, NH 03264. (Also distributed by New Readers Press) ISBN 4106
Cost/Date:	\$79.95 / 2001
Size:	One CD ROM disk
SPL Required	High Beginning according to publisher; SPL 4 reading; computer familiarity necessary.
Teaching/Learning Basis	Reading. Some listening and speaking. While organized for independent learning, initial directions are at a high level and close teacher direction and supervision are needed.
Book Organization:	Beginning with a password screen, the disk has 9 sections: Qualifications; Planning Ahead; Applying for Citizenship; Citizenship Lessons; Practicing English; Taking the Test; The Interview; Naturalization Ceremony; and Congratulations.
Chapter Organization:	Each section contains four main headings with subheadings: Navigation Controls; The Section or Lesson Text (Hearing the Text and Definition of Special Words); The Vocabulary Practice Exercises (Selecting a word and The Recording Controls); The Self-Quiz Exercise (Answering a Question and the Score Board)
Pictorial support:	
Illustrations:	Yes, the icons and buttons.
Photographs	Yes, as wallpaper.
Charts, Graphic Organizers	The format is all graphically organized. Screens are neat and consistently formatted for easy access.
For the students: Exercises:	The vocabulary exercises are oral with student voice playback, but limited in number. There are multiple-choice questions and questions to answer by typing in the answer. All exercises are checked and students informed of error and/or correct answer.
For the teachers: Usage guide:	The Statue of Liberty icon is the Help button that explains the organization and set up for the user. A teacher must be very familiar with the format in order to facilitate student work.
Of Special Interest:	Anything written can be heard as well as read. There was a limited number of voices. The disk we previewed contained out of date information. The new edition will have more current information. There is no capacity for the owner to amend, say, the president and vice-president's name after elections. Minimum System Requirements: Win 3.X or Windows 95/98, 8MB RAM, 5MB Hard Disk Space, CD ROM Drive, Sound Card and Microphone. The disk can be viewed at www.trinitysoftware.com .

Title:	Satisfaction in the Land of Opportunity
Author(s)	Mikatavage, Raimonda
Publisher:	Melodija Books, Hampstead, MD ISBN: 0-9647213-6-8
Cost / Date:	\$19.95 / 1997
Size:	8 _ x 11; 205 pages
SPL Required	9+, probably university level. Flesch-Kincaid grade level is 8.3
Teaching/Learning Basis	See <i>Immigrants and Refugees</i> by the same author
Book Organization:	<i>Satisfaction...</i> contains basically the same material as <i>Immigrants and Refugees</i> but in a student textbook format. There are about 5 new sub-topics.
Chapter Organization:	Each sub-topic begins a new page and the pages are laid out in two columns.
Pictorial support:	
Illustrations:	Iconic pictures at the beginning of chapters and of most sub-topic readings.
Photographs	No.
Charts, Graphic Organizers	No.
For the students: Exercises:	Questions after most sub-topics
For the teachers: Usage guide:	NA.
Of Special Interest:	NA.

Title:	The Supreme Court of the United States. VIDEO
Author(s)	York Associates Television, Inc.
Publisher:	The Supreme Court Historical Society, One First Street, N. E., Washington, D.C. 20543 No ISBN
Cost/Date:	\$7.99 plus shipping / 1996
Size:	24 minutes
SPL Required	SPL 6
Teaching/Learning Basis	Listening.
Book Organization:	A brief history of the court followed by interviews with the justices and lawyers who have practiced in front of the court.
Chapter Organization:	The tapes alternated between voice over and direct conversation with persons in the court. The organization of an actual session is presented effectively.
Pictorial support:	
Illustrations:	No.
Photographs	Yes. Video.
Charts, Graphic Organizers	No.
For the students: Exercises:	NA
For the teachers: Usage guide:	NA
Of Special Interest:	Gives the students a realistic idea of what the court does.

Title:	The Uncle Sam Activity Book: Language Development Handouts to Teach U.S. History and Government
Author(s)	Bohlman, Carolyn and Catherine Porter.
Publisher:	Contemporary Books, 4255 West Touhy Avenue, Lincolnwood (Chicago), IL 60712-1975. ISBN: 0-8092-0491-6
Cost/Date:	\$25.73/ 2000.
Size:	8 1/2 " x 11"; 119 pages.
SPL Required	SPL 1+; MULTILEVEL.
Teaching/Learning Basis	Participatory, Communicative; Visual; Kinetic.
Book Organization:	The book is divided into two major sections. Section one includes detailed lesson plans and instruction for the nine units (Geography and symbols of USA; Columbus and New World; Early Settlers; Independence; The Constitution and Civil Rights; Government; the Civil War; 20 th Century; Review), Appendix A: INS 100 questions and Appendix B: Song lyrics for 6 songs. Section two: Reproducible handouts corresponding to the topics covered in part one.
Chapter Organization:	Each unit's instructions include: materials needed; language modality targeted; INS questions covered; level: directions; follow-up activities.
Pictorial support:	
Illustrations:	Yes. Many clean line drawings, easily recognizable and reproducible
Photographs	Yes
Charts, Graphic Organizers	Yes. Grids, timelines for students to organize, match and fill in.
For the students: Exercises:	As the title suggests, it contains activities to support the teaching of civics, US history and government. There are bingos, matching, sentence scrambles, time lines, fill in the blank, information gaps, maps, spot dictations, hear the missing word (caret).
For the teachers: Usage guide:	The first section of the book is a teacher's guide
Of Special Interest:	The AEL/ESL teacher needs to have access to a photocopier. Helpful would be an overhead projector and the ability to make slides. There is an accompanying tape with the songs recorded for those who cannot sing. Also contains dictations and the 100 questions.

Title:	United States of America: Stories, Maps, Activities in Spanish and English: 4 volumes 1. Alabama-Idaho; 2. Illinois-Missouri; 3. Montana-Pennsylvania; 4. Rhode Island-Wyoming.
Author(s)	Fisher, Kathleen
Publisher:	Fisher Hill: Cerritos, CA. ISBN: 1-878253-10-7 ISBN: 1-878253-11-5 ISBN: 1-878253-12-3 ISBN: 1-878253-13-1.
Cost/Date:	\$14.95 per volume/1996 (1); 1997 (2); 1998 (3 &4).
Size:	8 _ " x 11": vol. 1, 134 pages; vol. 2, 3, 4 140 pages each.
SPL Required	SPL for reading, 5-6, (Flesch-Kincaid grade level 7.7); maps 0 +
Teaching/Learning Basis	Self-study with focus on reading, writing. Answers are in the back. .
Book Organization:	Introduction, chapters about individual states in alpha order; answer key; index. Each book follows the same organization.
Chapter Organization:	Each state has its own chapter of about 8 pages. English on one page with the same information in Spanish on the facing page. First there is a story which deals with an aspect of the state, then vocabulary and comprehension questions, followed by a map and questions and last, either a chart, table or graph with information to be manipulated by the student.
Pictorial support:	
Illustrations:	Line drawings of maps with very clear icons and legends.
Photographs	No.
Charts, Graphic Organizers	Yes, a range of graphic presentations.
For the students: Exercises:	Matching, short answer, getting information from maps, graphs, tables, timelines and charts.
For the teachers: Usage guide:	No
Of Special Interest:	Large type for older eyes. Maps are large and clear.

Title:	Voices of Freedom: English and Civics, 3 rd Edition
Author(s)	Bliss, Bill and Steven Molinsky
Publisher:	Pearson Education, 10 Bank Street, White Plains, NY 10606 ISBN: 0-13-045266-1
Cost/Date:	2002
Size:	8 1/2" x 11": 214 pages
SPL Required	SPL 4+; Flesch Kincaid grade level is 7.
Teaching/Learning Basis	Communicative, with emphasis on reading strongly supported with pictures. Integrated with other texts: Foundations, Word by Word Picture Dictionary, Side by Side, and ExpressWays.
Book Organization:	To the Teacher; Chapters A & B cover personal identification and literacy; ten chapters follow that cover US geography, the Flag, Branches of Government, Levels of Government, the Constitution and Bill of Rights, Discovery and Colonization, Revolutionary War and Declaration of Independence, History of the Constitution and George Washington, the Civil War and Abraham Lincoln, Industrial Revolution and the 20 th Century. An Appendix contains 100 Questions, Songs, Pledge and Oath of Allegiance, Listening scripts, Dictation sentences, Index and Correlation key.
Chapter Organization:	On the title page there are the grammar points and pictures as a vocabulary review. In the chapters there are several readings, all introduced by pictures, followed by a vocabulary check, comprehension questions, and topics for discussion, a chapter checkup with listening exercises, and review questions and multiple-choice test and dictation. On the last page is a Civics Enrichment section with suggested projects or activities—field trips or classroom visitor—and community issues as well as internet activities.
Pictorial support:	
Illustrations:	Yes. Mostly maps.
Photographs	Yes. Black and white.
Charts, Graphic Organizers	Yes. Time lines.
For the students: Exercises:	Circling, matching, filing in boxes and blanks, short answer, listening choices, time lines, spelling, dictation, interviewing, free discussion and debates, information collection.
For the teachers: Usage guide:	There is a separate guide, but also suggestions in To the Teacher.
Of Special Interest:	This edition has more and up to date pictures, but most interesting are the civic activities that follow each chapter. The ideas are practical and focused.

Title:	The Way To U.S. Citizenship, New Edition
Author(s)	Hirschy, Margaret W. and Patricia L. Hirschy
Publisher:	Dominie Press, Inc; 1949 Kellogg Avenue, Carlsbad, CA 92008. ISBN 1-56270-972-0
Cost/Date:	\$12.95 / 1999.
Size:	8" x 10"; 160 pages.
SPL Required	SPL 6 + CASAS Advanced, 220-235 and Flesch-Kincaid grade level 8.6. While the introduction indicates the use of sheltered English and avoidance of passives, there is still a wide range of sentence structures used.
Teaching/Learning Basis	The text is set up for self study, with an answer key.
Book Organization:	Introduction; 36 lessons divided into topics: the beginning of the nation; the formation of a new government; the growth of the nation; the nation in conflict; national holidays and symbols; U.S. and state capital; state and local government; immigration and naturalization; and 16 appendices.
Chapter Organization:	Each lesson starts with objectives clearly defined, followed by a one page reading. Then there are usually two pages of exercises.
Pictorial support:	
Illustrations:	Three: A world map and a US map, showing states and capitals; a current flag and a 1776 flag.
Photographs	Four: the capitol building; a George Washington statue, the statue of the raising of the flag on Iwo Jima; the Lincoln statue in the memorial.
Charts, Graphic Organizers	Two: Structure of the federal government and of state government.
For the students: Exercises:	T/F; completion or fill in the blank; circle the correct answer; matching; short answer; oral substitution drills. The exercises ask who, what, when, where questions. There are no real communicative activities.
For the teachers: Usage guide:	No.
Of Special Interest:	The appendices are 42 pages and include an English/Spanish glossary; summary of US presidents and events in their terms; a summary of the bill of rights and amendments 11-27; the text of the Star Spangled Banner and the Gettysburg address.
Caution:	Thomas Jefferson was in Paris at the time of the writing of the Constitution and, therefore, not a direct participant in the drafting.

Title:	Workers' Rights Curriculum: Resource Manual and Instructor's Guide
Author(s)	National Immigration Law Center in Partnership with the AFL-CIO
Publisher:	NILC Publications, 3435 Wilshire Blvd., Suite 2850, Los Angeles, CA 90010. No ISBN
Cost/Date:	1996
Size:	8 1/2" x 11"; Curriculum 200 pages and Guide 59 pages. 17 reproducible handouts
SPL Required	NA
Teaching/Learning Basis	Reference
Book Organization:	Overview; Employment Discrimination; Rights and Remedies for Other Job Problems; Immigration Status and Work Authorization; Glossary of Terms; Appendices: Outreach; Resource Materials; Resource Agencies.
Chapter Organization:	Chapters begin with a general description of the topic (employment discrimination); then relevant laws are discussed. Short case studies are used to clarify and illustrate the problem. Checklists are provided for violation verification.
Pictorial support:	
Illustrations:	Yes. Block print style, black and white.
Photographs	Yes.
Charts, Graphic Organizers	Yes. Tables, flow charts, checklists, forms, sidebars.
For the students: Exercises:	No.
For the teachers: Usage guide:	Teacher's guide provides 5 lesson plans. Handouts.
Of Special Interest:	Resource Materials section lists employment related brochures that are available in many different languages. For ESL instructors with little employment rights related experience, this is an excellent resource.

COMPARISON OF TEXTS

Content in EL/Civics covers a broad spectrum: U.S. history and culture, citizenship and naturalization, and making connections and participating in the local community. In addition to content, EL/Civics calls for the building of English language skills that are connected to the content knowledge.

This section contains four snapshot comparisons of selected EL/Civics texts dealing with the same content area at approximately the same Student Performance Level (SPL). Since most authors tend to maintain a similar format in their chapters, these snapshots can give a general impression of the whole text but may not include all the variations of activities or exercises.

The snapshots focus on the treatment of content area and methods of presentation, as well as whether the texts include language skill development. Besides instruction in grammatical structure, skills include listening (L), speaking (S), reading (R), and writing (W).

COMPARISON: STUDENT PERFORMANCE LEVELS 0-3

At Student Performance Levels 0-3, six texts were selected that at some point provided material on the U. S. Constitution: *By the People*, *Citizenship*, *Passing the Test*, *English through Citizenship*, *Entry into Citizenship*, *Uncle Sam Activity Book*, and *Voices of Freedom*. As the Constitution is also covered in the 100 INS questions and could be part of the oral interview, that content is a valid point for comparison.

The texts are compared over five main criteria:

Reading level briefly presents the difficulty of the prose, the density per page or the interest level.

Pictorial support for the prose presentation is extremely important, especially at the lower SPLs.

Democratic concepts that form the basis of our civic life in the US are quite complex. Some ideas, like the freedoms of speech, assembly, religion, and press, can be depicted with enough clarity for low literacy, non-English speaking students to grasp the meaning fairly easily. Others, such as 'trial by jury' or 'establish justice' or 'search warrant,' are sufficiently abstract, culturally bound, or visually ambiguous that they are very challenging for authors and teachers to present to non-native students meaningfully.

Interactivities refer to the student activity sections, exercises and discussions and whether they are organized for interactive work.

Strategies refer to both teaching and learning strategies. Skills refer to how the authors focus their material: reading, writing, listening, speaking and language structure instruction.

Connecting to the oral interview indicates how much the text reflects the current INS approach to testing candidates for citizenship through questions and conversation at the time of the interview.

'Mirror questions' is a term used in *Voices of Freedom* that means a question that can be formed in various ways but covers the same content. This happens frequently with the naturalization material, i.e., What is the Constitution? What is the highest law of the land?

COMPARISON: STUDENT PERFORMANCE LEVELS 4-8

At student performance levels 4-8, the category of pictorial support has been eliminated although some texts use some pictorial aids, just not as much. The specific content area has been added.

Four texts deal directly with the process of applying for citizenship and filling out the necessary forms. These texts are *By the People*, *Citizenship Now*, *English Through Citizenship*, and *Passport to Success in the U.S.* Thus information on the N-400 is the specific content area. It should be noted that the INS frequently revises its documents and forms. The information included here is from INS forms published before 2002. It is always advisable to check for the most current forms on the INS website. www.usdoj.gov

Texts that deal completely or partially with U. S. history are *Citizenship Now*, *Content Area ESL: Social Studies*, and *Getting Your Citizenship*. *Of the People*, another U.S. history text, is coming out with a new edition in early 2002 so was not included in the comparison.

For community participation and cultural information one text and two teacher /facilitator resource books are compared. They are *Newcomers and the Environment*, *Civic Participation and Community Action Sourcebook*, and *Making the Grade*. Included in this comparison is the video series *On Common Ground*. This content area relies heavily on local materials and organizations, for example The League of Women Voters, and the State Bar Association education materials.

COMPARISON REVIEW 2: THE N-400 AT SPL 4-8

Title /Author	N-400	Reading Level	Interactivities / ESL grammar	Strategies/Skills	Connecting to the Oral Interview
By the People / Short, Seufert-Bosco, Grognet.	2 chapters (12 pages) that review requirements, the section on moral character*, and application process. 1 chapter on the court hearing.	SPL 4. Requirements are restated in sheltered language. Situations for evaluation make reading more interesting	Has partner work—fill in a grid and partnered dictation.	From a reading, choose the best response to INS interview. Recognize same info in different forms. L, S, R, W	Not explicitly, but can be adapted by the instructor.
Citizenship Now / Becker, Edwards	Cautions teachers on legal responsibilities in helping students fill out the N-400. Sections of the entire form are interspersed throughout the book.	SPLs 5-6. Most phrases in the section on moral character are restated in sheltered language. Sustained reading passages have main idea in bold face.	Discussion and Q & A with partners.	Hesitating, clarifying, appropriate dress, and body language Includes grammar for language related to interview topics. Dictation skills. L, S, R, W	Dialogs for oral practice and tapes for listening practice.
English Through Citizenship: Intermediate book A / Kirn	1 chapter (20 pages) that reviews personal information, requirements and application process for forms for resident alien, permanent alien and amnesty. 1 chapter (8 pages) reviews naturalization process, requirements and moral character.	SPLs 3-5. Readings are brief with somewhat simplified language.	Partner surveys—fill in form blanks by questioning others. Partner Q & A. Group discussion	L, S, R, W.	Has pair work with Q & A covering basic qualifications and some of the section on moral character.
Passport to Success in the U.S. / Petherbridge-Hernandez, O'Donnell	1 chapter (25 pages) that deals with completing the N-400 form. 1 chapter that deals with eligibility and requirements (12 pages)	SPLs 3-5. Each line of the N-400 is examined and usually restated.	All activities can be done individually. General discussion questions preface each chapter.	Focus is on reading and writing. Evaluation of situations.	1 chapter (5 pages) that deals with the process of the oral interview.

*This section has the numbers 7 and 8 in the texts in use before 2002. From the data on the INS website it appears the moral character questions will be in numbered section 10 starting in 2002.

COMPARISON REVIEW 3: U.S HISTORY AT SPL 4-8

Title/Author	Content: Civil War	Level	ESL focus	Activities
Citizenship Now / Becker, Edwards	Integrates the concepts of immigration, civil war and western expansion into one chapter. North and South are contrasted. Timelines show both war and expansion. Two pages of reading.	SPL 4. The topic sentences are in bold face. Vocabulary and sentence structure are complex. Timelines and maps help with concepts.	Past tense of regular and irregular verbs. Fill in the blank exercises. Partner questions using the past tense related to INS interview.	Pre Reading exercises. Multiple choice questions, matching for definitions, questions for general oral discussion.
Content Area ESL: Social Studies / Terdy	One chapter on North/South differences, one chapter on the Civil War, one on expansion (2 pages of reading each). Pictures and graphs show differences; a map, civil war events; a chart, the civil war dead.	SPL 7 Written to assist high school students move into the regular content area classroom. Bold face indicate topics developed in one or two paragraphs. Graphic literacy is included in each chapter.	Comparative adjectives, personal pronouns, and negative past tense. Generation of written sentences using the specified grammatical form. Identify referent of pronoun. Fill in the blank.	Pre-reading exercises with reading strategies articulated. Interpreting graphs, maps and charts. Matching for definitions. Written short answers for comprehension. Vocabulary building with word families. Summary exercises of important events and dates.
Getting Your Citizenship / Echaore- McDavid, Roderman	One page readings on the Civil War and the westward expansion. The map provided is one of the current USA.	SPL 4. Most sentences are simple and there is a lot of repetition. Text registers 6.6 on the Flesch-Kincaid. Vocabulary on a side bar and bold face in the readings.	No language skill development.	4-6 questions that have fill in the blank answers. Correct answers are in the back of the book. Most Q & A are directly related to the INS interview.

COMPARISON REVIEW 4: COMMUNITY PARTICIPATION AT SPL 4-8

Title/Author	Content	Level	ESL focus	Activities
Civic Participation and Community Action Sourcebook / Nash	Laws, rules and regulations Reading dealing with hate crimes in a Montana town.	Multilevel/Advanced. Geared to the instructor. The sourcebook materials are geared to native as well as non-native Adult students.	No language exercises.	Discussion, visualization, applying steps for examining controversy. Copyable handouts.
Making the Grade / Garner	Laws, rules and regulations. A 20 page unit with definitions, activities, situations, attitude scales, drawings that clarify what is legally expected of persons in the US.	Multilevel. Geared to the instructor.	No language exercises.	Discussions, situation evaluations, T/F, Yes/No, charts to fill in.
Newcomers and the Environment / LaRue	Laws, rules and regulations. Hunting and fishing regulations and licenses. The chapter contains two readings with exercises for each. The first tells about an immigrant working in the field. The second reading details the content.	SPL 6. There is a multilingual glossary in the back containing Bosnian, Hmong, Russian, Somali, Spanish, and Vietnamese. In the text glossed words are underlined.	Past tense and making questions with 'wh' question words.	Contact persons and address are given for students to obtain more information. Authentic materials are used for exercises. Short answer and detail questions; vocabulary matching.
On Common Ground / Beaty, Savage, Robinson, Santopietro Weddel.	Laws, rules and regulations. Three video episodes deal with crime, police action and a trial. Covers due process, limitations of government, and protection of rights of accused and victims. Three workbook chapters correspond to the video.	Advanced/multimedia. Previewing and pre-reading for schema activation.	Discourse level: sequencing	Vocabulary definitions, role play, T/F, categorizing, giving examples, interpreting concepts, interviews. Projects using authentic materials.

Page	Title	N-400	Dictation	Interview	US History	100 Qs	U.S. Govern- ment	Civic Participation	Voting
3	Barron's <i>How To Prepare For The U.S. Citizenship Test</i> , 5 th Edition: Alesi	ψ			ψ		ψ		
4	<i>By the People, For the People</i> : U.S. Government and citizenship: Short et al.				ψ		ψ		ψ
6	<i>Celebrate With Us</i> : A Beginning Reader of Holidays and Festivals: Kennedy								
7	<i>Citizenship for You</i> : A Beginning Workbook for ESL Learners: Raphael	ψ			ψ	ψ	ψ		
8	<i>Citizenship: Passing the Test</i> : Weintraub		ψ		ψ		ψ		
9	<i>Citizenship: Ready for the Interview</i> : Weintraub	ψ		ψ					
11	<i>Civic Participation and Community Action Sourcebook</i> : A resource for Adult Educators: Nash, ed.							ψ	
12	<i>Civitas</i> : Quigley et al.				ψ		ψ	ψ	
13	Contemporary's <i>Citizenship Now</i> : A Guide for Naturalization: Becker et al.	ψ	ψ	ψ	ψ	ψ	ψ		ψ
14	<i>Content Area ESL</i> : Social Studies: Terdy				ψ	ψ	ψ		
15	<i>EL/Civics User's Guide</i> : Molinsky and Bliss						ψ	ψ	ψ
16	<i>English Through Citizenship</i> , Literacy, Student Book: Kirn								
18	<i>English Through Citizenship</i> , Beginning, Student Book: Kirn				ψ		ψ		
20	<i>English Through Citizenship</i> Intermediate Level A: Kirn				ψ		ψ		ψ
21	<i>English Through Citizenship</i> , Intermediate Level B: Kirn				ψ		ψ		
23	<i>Entry into Citizenship</i> : Becker et. al.	ψ	ψ	ψ	ψ	ψ	ψ		ψ
24	<i>Equipped for the Future</i> : Stein							ψ	
25	<i>Getting to Know the United States</i> : Our Constitution, Our Government: Field						ψ		
27	<i>Getting Your Citizenship</i> (Practice Book for the Citizenship Test): Echaore-McDavid et al.			ψ	ψ	ψ	ψ		
28	<i>A Guide to Naturalization</i> Form M-476: INS	ψ				ψ			
29	<i>Handbook for Citizenship</i> , 2nd edition: Seely			ψ	ψ	ψ	ψ		
30	<i>How to Buy a Home in the United States</i> : Fannie Mae							ψ	
32	<i>Immigrants & Refugees: Create Your New Life in America</i> , 2 nd edition: Mikatavage							ψ	
33	<i>The INS Citizenship Interview: Will They Pass?</i> (distrib. by New Readers Press) Video. Alexander.	ψ	ψ	ψ					

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