### SCOPE AND SEQUENCE

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<th>CHAPTER</th>
<th>LISTENING</th>
<th>CRITICAL THINKING</th>
<th>SPEAKING</th>
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| **CHAPTER 1**  
THINKING BUSINESS  
SUBJECT AREAS: business, computing, technology  
- Listen for the main idea  
  - Learn strategies  
- Identify advantages and disadvantages  
  - Listen for key words  
- Manage conversations  
  - Use strategies to improve your understanding |
| **CHAPTER 2**  
A NEW WORLD OF WORK  
SUBJECT AREAS: business, education, technology  
- Listen for compare and contrast  
  - Identify phrases  
- Use active listening strategies  
- Use intonation and stress |
| **CHAPTER 3**  
PEOPLE IN MOTION  
SUBJECT AREAS: engineering, urban planning  
- Listen to evaluate  
  - Learn listening strategies  
- Identify slang and jargon  
  - Use strategies to decide when to use slang or jargon  
- Learn interviewing skills  
  - Review closed- and open-ended questions |
| **CHAPTER 4**  
THE BUSINESS OF SPACE  
SUBJECT AREAS: space exploration, engineering  
- Listen to infer meaning from context  
  - Learn context strategies  
- Ask critical thinking questions  
  - Analyze a speaker’s ideas and messages  
- Keep a listener’s attention  
  - Use emotional words and vary sentences |
| **CHAPTER 5**  
INVENTING THE FUTURE  
SUBJECT AREAS: computing, engineering  
- Listen for point of view  
  - Learn ways to predict and interpret a speaker’s point of view  
- Build schema  
  - Improve your understanding while you listen  
- Use register and tone  
  - Learn about different registers and choosing your words |
| **CHAPTER 6**  
ENGINEERING THE FUTURE  
SUBJECT AREAS: engineering, medicine  
- Predict and infer ideas  
  - Recognize signal words and phrases  
- Use thought experiments to explore ideas  
  - Examine positive and negative consequences  
- Use aids when speaking  
  - Use visual aids and props |
| **CHAPTER 7**  
NEW WAYS TO LEARN  
SUBJECT AREAS: computer science, education  
- Listen for processes  
  - Recognize verb tenses and key words that mark stages in a sequence  
- Organize ideas into a sequence  
  - Learn about process order and chronological order  
- Enhance your message with non-verbal communication  
  - Use facial expressions and body language |
| **CHAPTER 8**  
FINDING JUSTICE  
SUBJECT AREAS: history, law, technology  
- Distinguish fact from opinion  
  - Learn how to recognize valid opinions  
- Ask follow-up questions  
  - Use reduced-form questions and paraphrases  
- Construct an argument  
  - Learn how to structure your argument |
### FOR COURSEBOOK AND MY ELAB

<table>
<thead>
<tr>
<th>VOCABULARY</th>
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<th>ACADEMIC SURVIVAL SKILL</th>
<th>ASSIGNMENTS</th>
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| • Explore meaning and context  
  • Find synonyms and word forms | • Review yes/no questions | • Take notes  
  • Learn different ways to take notes | • Work in a group to create an idea for an app  
  • Give a presentation and take notes |
| • Explore meaning and context  
  • Use suffixes | • Review comparative and superlative form | • Learn how to give a compare and contrast presentation  
  • Review how to cite oral sources | • Describe your perfect job  
  • Give a compare and contrast presentation |
| • Explore meaning and context  
  • Use prefixes | • Review indirect and tag questions | • Create survey questions  
  • Use closed- and open-ended questions | • Conduct an oral survey  
  • Prepare and present an oral survey |
| • Explore meaning and context  
  • Review the simple past and present perfect tenses | • Review sentence types  
  • Identify simple, compound, complex, and compound-complex sentences | • Talk about cause and effect  
  • Identify phrases to indicate causes and effects | • Introduce an example of cause and effect  
  • Give an academic presentation |
| • Explore meaning and context  
  • Find word forms | • Review conditional sentences | • Develop teamwork skills  
  • Learn techniques to work successfully in a team | • Develop product proposals  
  • Conduct a meeting to discuss proposals |
| • Explore meaning and context  
  • Find word forms | • Review gerunds and infinitives | • Start a discussion with a thesis statement  
  • Learn how to construct a thesis statement | • Give a process presentation  
  • Explain a process in a seminar |
| • Explore meaning and context  
  • Find root words and word forms | • Review modals that express possibility | • Use debate strategies  
  • Identify logical fallacies | • Construct an argument for a debate  
  • Participate in a debate |
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