

OREGON EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS

ESL Writing

Descriptors

CASAS

**Oregon Educational Functioning Level Descriptors
ESL Writing**

Federal Ed Functioning Level	CASAS FWA - Picture (ESL)	Educational Functioning Level Descriptors
Beginning Literacy	N/A	<ol style="list-style-type: none"> 1. Copies letters and numbers 2. Copies basic personal identification information onto a form with assistance. 3. Copies lists of familiar words. 4. May not be literate in any language. 5. No writing ability whatsoever.
Low Beginning	136	<ol style="list-style-type: none"> 1. Recognizes and writes letters and numbers 2. Writes and signs own name. 3. Writes own address and date correctly. 4. Fills in basic personal information forms with some assistance. 5. Writes simple lists of familiar items (e.g., telephone numbers, shipping lists). 6. Writes simple phrases based on familiar vocabulary.
High Beginning	146-200	<ol style="list-style-type: none"> 1. Generally can write letters, numbers and a limited number of basic sight words and simple sentences related to immediate needs. 2. Can fill in basic personal information on simplified forms including signature and date. 3. Writes very simple notes (e.g., a note to a co-worker or child's teacher). 4. Can make simple entries on a work log form. 5. Can complete a simple inventory form. 6. Can handle only the most basic written communication in English in routine entry-level jobs in which all tasks can be demonstrated.
Low Intermediate	201-225	<ol style="list-style-type: none"> 1. Can write simple notes and messages based on familiar situations. 2. Completes short work orders. 3. Fills out forms requiring basic personal information. 4. Takes simple phone messages. 5. Can handle jobs or job training involving some simple written communication.
High Intermediate	226-242	<ol style="list-style-type: none"> 1. Can write simple notes and messages based on familiar situations. 2. Completes short work orders 3. Fills out forms requiring basic personal information. 4. Takes simple phone messages. 5. Can handle jobs or job training involving some simple written communication.

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Advanced ESL	243-260	<ol style="list-style-type: none"> 1. Can write short routine work memos or reports. 2. Can write e-mail messages. 3. Can fill out basic medical forms and job applications. 4. Can describe basic work procedures in writing. 5. Can complete incident report forms. 6. Can make log entries to document work activities. 7. Can take notes and phone messages. 8. Can write personal notes or letters. 9. Generally able to begin General Education Development (GED) preparation. 10. <i>May</i> be able to pass the writing section of the GED test.