

# Collaborative Curriculum Alignment

## Webinar Handout 2—Sample Forms

Regional training provided by the  
California Adult Education/  
Technical Assistance Project

Facilitators:  
Kathleen Porter, Poway Unified School District  
Suzanne Sebring, Palomar College

## Curriculum Alignment Project Individual Course Worksheet—Career Technical Education

This worksheet will be used to determine whether this course is aligned with other courses throughout the region. This is a primary goal of the Curriculum Alignment Project and will aid adult education students by giving them effective information on transferring to other schools/colleges.

Course Name: \_\_\_\_\_

District: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_

Director's Name: \_\_\_\_\_

Course Description:

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Is this course sequenced? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, are there any recommended preps, skills assessments, or prerequisites for this course?

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Please complete the following worksheet by documenting the key objectives, outcomes, or skills obtained through this course. Medical Terminology Feel free to copy the objectives directly from your course outline if that's easier.

## Curriculum Alignment Project Individual Course Worksheet—Career Technical Education

Core Subject Area/Unit	Key Objectives, Outcomes, or Skills

## Curriculum Alignment Project Course Alignment Agreement 2016

Please use this form to declare that specific courses between adult schools and/or Palomar College are aligned.

1. Course Name: \_\_\_\_\_

District: \_\_\_\_\_

Participating Instructors: \_\_\_\_\_

2. Course Name: \_\_\_\_\_

District: \_\_\_\_\_

Participating Instructors: \_\_\_\_\_

3. Course Name: \_\_\_\_\_

District: \_\_\_\_\_

Participating Instructors: \_\_\_\_\_

4. Course Name: \_\_\_\_\_

District: \_\_\_\_\_

Participating Instructors: \_\_\_\_\_

5. Course Name: \_\_\_\_\_

District: \_\_\_\_\_

Participating Instructors: \_\_\_\_\_

Please describe why the above courses are aligned with each other:

## Curriculum Alignment Project Course Alignment Chart 2016

Please enter all discipline courses that are being considered for alignment and place a “Yes” in the Match column, if there is currently an alignment match.

Escondido Adult	Palomar College	Poway Adult	San Marcos Adult	Vista Adult	Match

<b>Discipline</b>	<b>Escondido Adult</b>	<b>Palomar College</b>	<b>Poway Adult</b>	<b>San Marcos Adult</b>	<b>Vista Adult</b>
<b>ASE ENGLISH</b>	<b>English 9A</b>	<b>106</b>	<b>English 1 (9A)</b>	<b>English 9A</b>	<b>English 9A</b>
	<b>English 9B</b>		<b>English 2 (9B)</b>	<b>English 9B</b>	<b>English 9B</b>
	<b>English 10A</b>		<b>English 3 (10A)</b>	<b>English 10A</b>	<b>English 10A</b>
	<b>English 10B</b>		<b>English 4 (10B)</b>	<b>English 10B</b>	<b>English 10B</b>
	<b>English 11A</b>		<b>American Literature 1 (11A)</b>	<b>English 11A</b>	<b>English 11A</b>

Discipline	Escondido Adult	Palomar College	Poway Adult	San Marcos Adult	Vista Adult
	English 11B	86	American Literature 2 (11B)	English 11B	English 11B
	English 12A		Writing Seminar 1 (12A)	English 12A	English 12A
	English 12B		Writing Seminar 2 (12B)	English 12B	English 12B
ASE MATH	Algebra A & B	Math 50	Algebra 1/2 Integrated 1A–1B		Algebra A & B
	Geometry A & B	Math 55	Integrated 2A–2B		Geometry A & B
		Math 60	Algebra 3/4 Integrated 3A–3B		

Discipline	Escondido Adult	Palomar College	Poway Adult	San Marcos Adult	Vista Adult
ESL	Beginning Low 2	N ESL 302	Beginning	74	Beginning
	High Beginning	N ESL 303	Beginning		Beginning
	Low Intermediate	N ESL 304	Low Intermediate		Low Intermediate
	High Intermediate	ESL 45 (Reading & Writing Only)	High Intermediate		High Intermediate
	Advanced	ESL 55/101 (Reading & Writing Only)	Advanced		Advanced



Discipline	Escondido Adult	Palomar College	Poway Adult	San Marcos Adult	Vista Adult
<b>ABE MATH</b>	<b>ABE Math</b>	<b>Math 10</b>	<b>Basic Math (Transitions)</b>	54	<b>Basic Math</b>
	<b>ABE Math</b>	<b>Math 15</b>	<b>Pre-Algebra 1/2 (Transitions)</b>		<b>Pre-Algebra A &amp; B</b>
<b>ABE ENGLISH</b>	<b>Basic Skills English (Transitions)</b>	<b>ABED 201–202</b>	<b>Basic Skills English (Transitions)</b>		<b>Basic English</b>
<b>HEALTH OCCUPATIONS</b>	<b>Nurse Assistant</b>	<b>Student Receives Points for RN</b>	<b>Nurse Assistant</b>		
	<b>Medical Assistant—Clinical</b>	<b>Student Receives Points for RN</b>			

Discipline	Escondido Adult	Palomar College	Poway Adult	San Marcos Adult	Vista Adult
	Medical Assistant— Administrative	Student Receives Points for RN		40	
		Emergency Medical Education (EME 100)			Health Care Essentials
MEDICAL BILLING & CODING	Medical Terminology & Anatomy	Business 80			
	Medical Billing	Business 82 Medical Insurance Coding			
	Electronic Health Records	Business 86 Electronic Health Records			

Discipline	Escondido Adult	Palomar College	Poway Adult	San Marcos Adult	Vista Adult
<b>AUTO</b>	<b>Auto Technology</b>	<b>Automotive Technology 100</b>	<b>Auto Maintenance and Light Repair 1–2</b>		
		<b>Auto Body 50</b>	<b>Auto Maintenance and Light Repair 1</b>		
		<b>Auto Body 55</b>	<b>Auto Maintenance and Light Repair 2</b>		
		<b>Automotive Technology 135</b>			
		<b>Automotive Technology 130</b>			

Discipline	Escondido Adult	Palomar College	Poway Adult	San Marcos Adult	Vista Adult
<b>BUSINESS / FINANCE</b>	<b>Keyboarding— Beginning Word—Levels 1 &amp; 2 Excel—Levels 1–3 (ARTICULATED)</b>	<b>Business 165 (Beginning Keyboarding) Business 170 (Word Beginning) Business 175 (Excel Beginning)</b>	<b>Excel Basics Excel Level 1</b>		<b>Computers for Business 1</b>
		<b>Business 166 (Intermediate Keyboarding) Business 171 (Word Beginning– Intermediate) Business 176 (Excel Intermediate)</b>	<b>Excel Level 2 Excel Level 3</b>		<b>Computers for Business 2</b>
	<b>Introduction to Computers— Introduction to Microsoft Office</b>	<b>Business 120 Introduction to Office Information Systems</b>	<b>Computer Skills for Office Professionals</b>		<b>Keyboarding &amp; Introduction to MS Office</b>
		<b>Bookkeeping, Accounting 101</b>	<b>Accounting Level 1 Accounting Level 2</b>		<b>Bookkeeping &amp; Accounting Practices 1</b>
		<b>Accounting 110 QuickBooks</b>	<b>QuickBooks Pro Comprehensive</b>		<b>Computerized Accounting— QuickBooks</b>

Discipline	Escondido Adult	Palomar College	Poway Adult	San Marcos Adult	Vista Adult
<b>DRAFTING</b>	<b>AutoCAD Introduction to Computer-Aided Drafting Levels 1, 2, and 3</b>	<b>DT-101 AutoCAD Introduction to Computer-Aided Drafting</b>			
<b>ICT–CSIT</b> (articulation agreement in place)		<b>CSIT 105 Computer Concepts and Applications</b>	<b>Computer Concepts and Applications</b>		
		<b>CSNT 110 Hardware and OS Fundamentals</b>	<b>Hardware and OS Fundamentals</b>		
		<b>CSNT 111 Networking Fundamentals</b>	<b>Networking Fundamentals</b>		

TOTAL – 40 COURSE ALIGNMENTS DISCOVERED

## Curriculum Alignment Project Status Report

Prepared by: James Hayes, Project Coordinator										As of: Sunday, July 17, 2016		
Participant Name	School	Email	Discipline	# of Individual Course Worksheets	June 28th Meeting Hours	July 12th Meeting Hours	July 19th Meeting Hours	July 26th Meeting Hours	Total Meeting Hours	Course Alignment Chart	Course Alignment Agreement	Course Alignment Made
Richard Hayes	Vista	rhayes@vista.edu	English	6	3	3	3	1	10	Yes	Yes	Yes