



Reading/Language Arts Instructional Material Review Form

1. Descriptive Information

Reviewer: _____ Date: _____

Title of Material: _____ Year of Publication: _____

Publisher: _____ ID Number: _____

Publisher's Target Grade Level(s): _____

Target Audience (if other than general classroom): _____

Material Format(s) (check all that apply): Print DVD CD-ROM Online Other _____

2. Instructional Design

A. PROGRAM CHARACTERISTICS

	N/A	Inadequate	Satisfactory	Good
Information is accurate and current	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content is aligned with after school environment, characteristics, and staff capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Theoretical or conceptual framework is clearly defined	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scope and detail of information are appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lessons are flexible (can be presented in whole, or segmented into sections)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments on Program Characteristics: _____

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2. Instructional Design (continued)

B. MATCH to CALIFORNIA STUDENT POPULATION

	Not Available	Inadequate <i>Few activities and content are accessible, and somewhat effective.</i>	Satisfactory <i>Some activities and content is accessible, and mostly effective.</i>	Good <i>All or most of the activities and content are accessible, and highly effective.</i>
Scaffolds included for English learners. <i>(Fill in and rate all that apply):</i> <input type="checkbox"/> Visual aids (e.g., charts, tables, captions, graphs, etc.) <input type="checkbox"/> Audio tapes/CDs <input type="checkbox"/> Pre-teaching/front-loading key concepts/vocabulary <input type="checkbox"/> During-lesson activities (e.g., jigsaws, thumbs-up/thumbs-down, asking questions, etc.) <input type="checkbox"/> Post-lesson activities (e.g., Cloze exercises, main idea lists, semantic maps, sequencing, etc.) <input type="checkbox"/> Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
Modifications provided for students with special needs <i>(Fill in and rate all that apply):</i> <input type="checkbox"/> Building pre-requisite knowledge <input type="checkbox"/> Presenting key concepts one at a time <input type="checkbox"/> Modified assignments (e.g., length or level of difficulty, presentation medium) <input type="checkbox"/> Using support tools during lessons (e.g., computer, etc.) <input type="checkbox"/> Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
Extensions integrated for advanced learners <i>(Fill in and rate all that apply):</i> <input type="checkbox"/> Assessing level of mastery of upcoming lessons <input type="checkbox"/> Choices of activities to achieve depth and complexity of understanding (e.g., extension, inquiry, challenges, etc.) <input type="checkbox"/> Choices of activities to accelerate pace (e.g., less problems when mastery is reached in exchange for more challenging tasks) <input type="checkbox"/> Innovative ideas and content included to strengthen content (e.g., self-guided projects, discussions, etc.) <input type="checkbox"/> Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				

Are the activities, content, and examples representative of diverse individuals, families, and cultures? Yes No

Are the main or supplementary materials available in languages other than English? Yes No

Specify if translated materials are provided for: Teachers Students Parents

Specify languages: _____

Comments on Match to California Student Population: _____

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2. Instructional Design (continued)



C. TEACHING METHODS

	N/A	Inadequate	Satisfactory	Good
Structured (multiple-step) lessons led by after school staff (Check and rate only those steps addressed):				
<input type="checkbox"/> Objectives introduced at the onset of each lesson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Opening activity to engage students provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Key academic vocabulary introduced and reinforced throughout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Examples of steps to complete lesson provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Practice activities provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Strategies to assess mastery level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other (List & briefly describe):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
Interactive activities led by after school staff (Check and rate only those activities addressed):				
<input type="checkbox"/> Reading books aloud to students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Thinking aloud about literature while reading to students (e.g., asking questions, visualizing, summarizing, clarifying, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Facilitating literature-based discussions in groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Using visual aids to enhance reading comprehension (e.g., charts, diagrams, timelines, webs, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Opportunities to support individual students alone or in small groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other (List & briefly describe):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
Cooperative activities designed for student groups (Check and rate only those activities addressed):				
<input type="checkbox"/> Literature discussions with peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Interactive writing with peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Playing educational games with peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Participating in dramatization or plays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other (List & briefly describe):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				
Independent (self-directed) student activities (Check and rate only those activities addressed):				
<input type="checkbox"/> Opportunities to self-monitor progress toward goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Exposure to a variety of literary genres	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Opportunities to engage in reading and writing for different purposes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Opportunities to build up reading fluency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Using study guides to enhance reading experiences (e.g., research questions, main idea checklists, spelling/vocabulary lists, tables, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Opportunities to practice various writing forms (e.g., journaling, poetry, formal, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Access to multi-media/technology experiences	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other (List & briefly describe):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				

Comments on Teaching Methods: _____

Reading/Language Arts Instructional Material Review Form



3. Alignment with English-Language Standards

Evaluate only the standards addressed in this material. Provide explanatory comments and examples to support your ratings.

READING	Adequate Practice Opportunities for Skill Development	Guidance and Opportunities to Assess Skill Mastery and Provide Feedback
<p>Does this material teach concepts about print (K-1)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply):</p> <p><input type="checkbox"/> Reading text from left to right, and top to bottom <input type="checkbox"/> Matching word/voice to print <input type="checkbox"/> Familiarity with book parts <input type="checkbox"/> Understanding that print, not pictures, carry messages <input type="checkbox"/> Recognizing lower- and uppercase letters <input type="checkbox"/> Other:</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Comments:		
<p>Does this material teach phonemic awareness (K-1)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply):</p> <p><input type="checkbox"/> Manipulating sounds by substituting, segmenting, deleting, or blending at the beginning, middle, or end of words <input type="checkbox"/> Using rhymes in word play or reading <input type="checkbox"/> Counting syllables in words <input type="checkbox"/> Other:</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Comments:		
<p>Does this material teach decoding and word recognition (K-3)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply):</p> <p><input type="checkbox"/> Reading aloud quickly, accurately, and with expression (fluency) <input type="checkbox"/> Recognizing frequently used words <input type="checkbox"/> Matching sounds to letters in the alphabet <input type="checkbox"/> Developing basic vocabulary and concepts <input type="checkbox"/> Other:</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Comments:		
<p>Does this material teach word recognition (4-6)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply):</p> <p><input type="checkbox"/> Recognizing word origins (e.g., roots, prefixes, and suffixes) <input type="checkbox"/> Reading multisyllabic words <input type="checkbox"/> Understanding synonyms, antonyms, and words with multiple meanings <input type="checkbox"/> Using context to understand word meanings <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Comments:		

Reading/Language Arts Instructional Material Review Form



3. Alignment with English-Language Standards (continued)

READING	Adequate Practice Opportunities for Skill Development	Opportunities to Monitor Skill Progress and Provide Feedback
<p>Does this material teach structural features of informational materials (K-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Text features (e.g., headings, table of content, index, etc.) <input type="checkbox"/> Common structural patterns in text (e.g., chronological order, compare/contrast, cause and effect, etc.) <input type="checkbox"/> Other (specify):</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:		
<p>Does this material teach comprehension and analysis of grade-level-appropriate text (K-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Following directions from text <input type="checkbox"/> Self-monitoring strategies to comprehend reading (e.g., summarize, clarify, ask questions, visualize, etc.) <input type="checkbox"/> Drawing information for a variety of purposes (e.g., to explain, to inform, to persuade, or to entertain) <input type="checkbox"/> Other (specify):</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:		
<p>Does this material teach expository critique (5-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Content evaluation based on facts <input type="checkbox"/> Other (specify):</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:		
<p>Does this material teach structural features of literature (3-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Common genres (e.g., poetry, fiction, etc.) <input type="checkbox"/> Other (specify):</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:		
<p>Does this material teach narrative analysis of grade-level-appropriate text (K-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Story elements (e.g., characters, setting, plot, theme, etc.) <input type="checkbox"/> Literary style devices (e.g., humor, suspense, symbolism, etc.) <input type="checkbox"/> Other (specify):</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:		
<p>Does this material teach literary criticism (5-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Literature evaluation (e.g., culturally, historically, analytically, etc.) <input type="checkbox"/> Other (specify):</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:		

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Instructional Material Review Form**
3. Alignment with English-Language Standards
(continued)



WRITING	Adequate Practice Opportunities for Skill Development	Guidance and Opportunities to Assess Skill Mastery and Provide Feedback
<p>Does this material teach organization and focus (K-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Staying on topic <input type="checkbox"/> Complete paragraphs <input type="checkbox"/> Full compositions <input type="checkbox"/> Choosing a writing form (e.g., personal letter, essay, etc.) <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach penmanship (K-4)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Legible print <input type="checkbox"/> Cursive or joined italic <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach research (2-3)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Reference materials (e.g., dictionary, atlas, etc.) <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach research and technology (4-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Citing references <input type="checkbox"/> Formatting word-processed documents (e.g., margins, tabs, graphics, etc.) <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:''''''</p>		
<p>Does this material teach evaluation and revision (2-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Revising drafts <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach writing applications (K-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Brief descriptions <input type="checkbox"/> Letters, thank-you notes, and invitations <input type="checkbox"/> Narratives <input type="checkbox"/> Expository compositions <input type="checkbox"/> Persuasive compositions <input type="checkbox"/> Responses to literature <input type="checkbox"/> Research reports <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		

Reading/Language Arts Instructional Material Review Form



3. Alignment with English-Language Standards (continued)

WRITING	Adequate Practice Opportunities for Skill Development	Guidance and Opportunities to Assess Skill Mastery and Provide Feedback
<p>Does this material teach sentence structure (1-8)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Words and phrases <input type="checkbox"/> Complete sentences <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach grammar (2-9)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Proper grammar <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach capitalization (1-7)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Proper capitalization <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach spelling (1-9)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Conventional spelling <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach punctuation and capitalization (8)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Punctuation and capitalization <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach grammar and mechanics of writing (9-10)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Command of language <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach manuscript form (9-10)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Polished final manuscript <input type="checkbox"/> Manuscript requirements (e.g., title page, pagination, margins, etc.) <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		

Reading/Language Arts Instructional Material Review Form



3. Alignment with English-Language Standards(continued)

LISTENING AND SPEAKING	Adequate Practice Opportunities for Skill Development	Guidance and Opportunities to Assess Skill Mastery and Provide Feedback
<p>Does this material teach comprehension (K-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Listening attentively <input type="checkbox"/> Giving, restating, and following directions <input type="checkbox"/> Retelling, paraphrasing or explaining <input type="checkbox"/> Asking and responding to questions <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach organization and delivery of communication (1-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Organizing and delivering effective oral presentations <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		
<p>Does this material teach analysis and evaluation of oral and media communications (3-12)? Yes: Complete each subsection below. No: Move to the next section. (Check all that apply): <input type="checkbox"/> Providing feedback to speakers <input type="checkbox"/> Other (specify):</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Comments:</p>		

Comments on Alignment with Reading/Language Arts Standards: _____

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4. Evaluation Summary

	Poor	Low Quality	Satisfactory	High Quality	Excellent
My overall evaluation of the Instructional Design of the material is:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
My overall evaluation of the Alignment with Reading/Language Arts Components in this material is:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
My overall evaluation is:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Do you recommend acquiring this material for the California After School Resource Center statewide circulating collection? (check one)

- _____ **Highly Recommended.** Highest-quality Reading/Language Arts instructional material. It should be made available to California teachers as part of the Resource Center’s collection.
- _____ **Recommended.** Good-quality Reading/Language Arts instructional material. It may enhance the Resource Center’s collection. Consider adding to the collection.
- _____ **Not Recommended.** Average- or poor-quality Reading/Language Arts instructional materials. Not recommended for the Resource Center’s collection.

Comments on your recommendations: _____

5. Material Description - Specify the grade level and audience for whom **you think** the curriculum is appropriate. (Check all that apply)

For use with: All Youth English Learners Special Education GATE Other (Specify) _____
Grade level: PreK - K K - 3 4 - 6 6 - 8 9 - 12

Is the material aligned with a state-adopted Reading/Language Arts program?

- Yes Specify Program(s): _____
- No

Provide a brief description of the material: _____

6. Reviewer’s Notes - Provide suggestions to teachers and other users, such as strengths of the material, possible applications, appropriate target audiences, teaching ideas, teaching alerts, connections with other resources, additional costs to implement lessons, etc.:

