

## **CASAS** Basic Skill Level Descriptors for Writing

| CASAS Level | NRS Level   | Description  |
|-------------|---|--|
| <b>A</b>    | Beg. ESL Lit.   | <p><b>Pre-Beginning ABE/Pre-Beginning ESL</b><br/>           Copies letters and numbers. Copies basic personal identification information onto a form with assistance. Copies lists of familiar words.<br/>           May not be literate in any language. No writing ability whatsoever.</p>  |
| <b>A</b>    | Beg. ABE Lit./<br>Beg. ESL  | <p><b>Pre-Beginning ABE/Low Beginning ESL</b><br/>           Recognizes and writes letters and numbers. Writes and signs own name. Writes own address and date correctly. Fills in basic personal information forms with some assistance. Writes simple lists of familiar items (e.g., telephone numbers, shopping lists). Writes simple phrases based on familiar vocabulary.</p>   |
| <b>A</b>    | Beg. ABE Lit./<br>Beg. ESL  | <p><b>Beginning Literacy ABE/High Beginning ESL</b><br/>           Individuals at this level generally can write letters, numbers and a limited number of basic sight words and simple sentences related to immediate needs. Other skills may include: filling in basic personal information on simplified forms including signature and date; writing very simple notes (e.g., writing a note to a co-worker or child's teacher); making simple entries on a work log form; completing a simple inventory form. Can handle only the most basic written communication in English in routine entry-level jobs in which all tasks can be demonstrated.</p> |
| <b>B</b>    | Beg. Basic Ed. &<br>Low Int. Basic Ed./<br>Low & High Int.<br>ESL | <p><b>Beginning/Int. Basic Skills ABE/Intermediate ESL</b><br/>           Individuals at this level generally can write simple notes and messages based on familiar situations. Other skills may include: completing short work orders; filling out forms requiring basic personal information; taking simple phone messages. Can handle jobs or job training that involve some simple written communication.</p>  |
| <b>C</b>    | High Int. Basic<br>Ed./<br>Low Adv. ESL                           | <p><b>Advanced Basic Skills ABE/Advanced ESL</b><br/>           Individuals at this level generally can write short routine work memos or reports. Other skills may include: writing e-mail messages; filling out basic medical forms and job applications; describing basic work procedures in writing; completing incident report forms; making log entries to document work activities; taking notes and phone messages; writing personal notes or letters.<br/>           Persons at this level are generally able to begin General Education Development (GED) preparation, and <i>may</i> be able to pass the writing section of the GED test.</p> |
| <b>D</b>    | Low & High Adult<br>Sec./ High Adv.<br>ESL                        | <p><b>Adult Secondary</b><br/>           Individuals at this level generally can perform writing tasks, such as most letters, logs, memos, and forms, with reasonable accuracy to meet most personal and employment-related needs. Other skills may include: taking notes from meetings and recorded messages; describing work or training procedures including basic safety directives, job aids, and maintenance instructions; stating personal and employment goals.<br/>           Persons at this level generally are able to successfully complete the writing section of the Tests of General Educational Development (GED Tests).</p>            |

**Relationship between CASAS Functional Writing Assessment Picture Task Scale Score Ranges and NRS Educational Functioning Levels for ESL and ABE**

| <b>NRS ABE Educational Functioning Level</b> | <b>NRS ESL Educational Functioning Level</b> | <b>CASAS Functional Writing Assessment Scale Score Ranges</b> |
|--|--|---|
| Beginning ABE Literacy                       | Beginning ESL Literacy                       | N/A   |
|  | Low Beginning ESL                            | 136 – 145*  |
|  | High Beginning ESL                           | 146 - 200   |
| Beginning Basic Education                    | Low Intermediate ESL                         | 201 – 225   |
| Low Intermediate Basic Education             | High Intermediate ESL                        | 226 - 242   |
| High Intermediate Basic Education            | Low Advanced ESL                             | 243 - 260   |
| Low Adult Secondary Education                | High Advanced ESL                            | 261 - 270   |
| High Adult Secondary Education               | N/A  | 271+  |

\* Estimated score below the accurate range