

# CASAS Descriptions for Reading

The following chart describes what a person typically can do at each skill level. The full range of Academic Skill scores can be reported on *TOPSpro* reports as well as on a *Workforce Skills Profile*.

CASAS Level	NRS Level	READING Skills typically demonstrated at this level
<b>A</b>	<b>1</b>	Recognizes very common sight words Identifies and follows basic directions on public signs and buildings
<b>A</b>	<b>2</b>	Recognizes and writes letters and numbers Reads and understands common sight words
<b>A</b>	<b>3</b>	Reads familiar words, phrases, and many other common words related to immediate needs Recognizes sight words on the computer Reads common signs with familiar words and symbols, including many transportation-related and workplace signs Recognizes some unfamiliar words even though unsure of meaning Makes sense of simple notes and messages Interprets simple forms and locate familiar information in simple lists
<b>B</b>	<b>4</b>	Reads and interprets simple material on familiar topics Reads and interprets simple directions, schedules, signs, maps, and menus
<b>B</b>	<b>5</b>	Understands common vocabulary on familiar subjects. Locates specific information in short familiar text and in ordered lists Interprets a variety of simple forms in common life and work contexts Understands simple written instructions Understands basic terms in common computer applications
<b>C</b>	<b>6</b>	Interprets common written material related to everyday needs and to job. Understands the overall structure of most written materials in everyday and work contexts. Interprets text in standard organizational formats, including tables and checklists Finds information in directories and simple reference materials Interprets illustrations and simple diagrams Has sufficient reading skills necessary for using a computer for common purposes such as reading routine e-mail and understanding Web page content
<b>D</b>	<b>7</b>	Has a range of vocabulary adequate for reading material related to life and work needs, such as common workplace communication Interprets forms, instructions and manuals with moderately complex formatting. Reads diagrams with familiar content Understands some technical vocabulary related to work needs Is able to apply reading skills to computer and Internet use, including searching for and identifying documents and information and understanding standard Web site organization
<b>E</b>	<b>8</b>	Reads a variety of specialized or technical materials related to job needs, such as operating instructions, manuals, and technical information Interprets detailed policies and procedures Reads complex diagrams and graphs Reads most materials and communications related to job without significant difficulty Uses print and Internet-based references and interpret complex Web sites