

ENGLISH LANGUAGE ARTS STUDY PLAN

for

Name:

Date:

AMERICAN BOARD
for Certification of Teacher Excellence

About Your Study Plan

This Study Plan comprises the full spectrum of materials and resources available to a candidate. We encourage you to use the recommended resources to target preparation to your needs and goals.

There will be hyperlinks throughout this document. Please make sure that you visit the relevant pages to access all of the resources.

Your commitment to great teaching begins here. Your efforts will not only help you pass the test, but will also prepare you to become a successful teacher.

How to study:

ABCTE is committed to making sure you are the best possible teacher.

We will provide you with study tips to get ready for the exam and both the content and resources to review this material. It is your job to commit to preparing and stay dedicated while studying.

Think of the Snapshot below as an overview for what you need to know. For more detail in each topic, review the exam [standards](#). The ABCTE exams are based on this blueprint, so consider this a syllabus for what you want to study.

ABCTE Teacher Forums:

Become a part of the ABCTE community by participating in our Teacher Forums today!

You can discuss the program, ask questions, and learn what other candidates have done to succeed in their classrooms.

<http://www.abcte.org/forums>



English Language Arts Exam Snapshot

Time Allowed	180 minutes for multiple-choice; 60 minutes for writing component	
Format	Multiple-choice; writing component	
Number of Questions	150 multiple-choice questions; 1 writing component	
On-Screen References	None	
Passing Score	Proficient: 270 Distinguished: 307 Writing component: 4	(The number of questions answered correctly is converted to a scaled score ranging from 0 to 500. Writing component scores range from 0 to 6.)
Exam Summary	Content Domains	Approximate Percentage of Examination
	Comprehension of Texts	72%
	Oral and Written Language Development	23%
	Instructional Knowledge and Professional Skills	5%

About This Exam

The American Board for Certification of Teacher Excellence believes that highly skilled English Language Arts teachers should possess a comprehensive body of knowledge that is research-based and promotes student achievement. The English Language Arts exam is designed to assess a candidate's ability to interpret literary and expository texts, as well as speech, writing, and research skills. Topics assessed are typically covered in college level English and English literature courses. This exam also contains a writing component that will evaluate a candidate's ability to clearly interpret literary works.

How to use ABCTE Practice Tests

If you have chosen to use our practice tests, you may have already used the quizzes to get a better idea of where your strengths and weaknesses are. There are two full-length exams that we would suggest you use in *testing mode* as a mid-term and final to work on your timing and endurance. You can use them again in *explore mode* to identify distractors.

ABCTE's Standards Stepwise Method

The right way to get started: using the Standards as your syllabus

Your Self Assessment is a summary of the standards; by doing it, you have identified which ones need the most attention. The Standards are your study lifeline; you can find them on your MyAccount page. Throughout the course of your study you will learn all of them. How to begin? Here is ABCTE's Standards Stepwise method:

1 Approach in bite-sized chunks: don't be overwhelmed or paralyzed by how many standards there are, simply pick a topic of a domain and get started.

2 Define the terms: take the first three items in the topic and make sure you know all the terms. Look up any you are do not recognize. After all, you cannot answer a question definitively if you don't even know the terms.

Domain 1: Instructional Design

Topic 1: Selects, Organizes, Plans, and Designs Content

1.1.01	Writes measurable objectives for both individual or classroom performance based on student data and subject matter.
1.1.02	Guides curricular planning (e.g., content clusters, instructional methods, learning activities and assessment tools) based on goals of the instruction.
1.1.03	Guides curricular planning (e.g., content clusters, instructional methods, learning activities and assessment tools) based on goals of the instruction.
1.1.04	Guides curricular planning (e.g., content clusters, instructional methods, learning activities and assessment tools) based on goals of the instruction.
1.1.05	Juxtaposes examples that differ in many ways but are the same in defining features, so that students can generalize to new examples and learn to discriminate same/different when faced with new examples.
1.1.06	Plans lessons, depending on size and content of unit, so that important ideas or skills are studied over several occasions rather than all at once.
1.1.07	Selects lesson materials to illustrate concepts.

PROFESSIONAL TEACHING KNOWLEDGE STUDY PLAN
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The Study Plan:
Your study plan includes direction on how to use ABCTE's resources. We also include recommended resources to aid in your mastery. The full description of these can always be found at: www.abcte.org/teach/exam-preparation. You should also rate these resources whenever possible.
This plan was designed for a 9 month period (4 months for Professional Teaching Knowledge (PTK); 4 months for the subject matter; 2 weeks to take each test) in which most people are able to complete the program. Many have completed the program in a shorter amount of time. Your advisor will provide you with a more efficient, customized plan based on your needs.

Area of Study	Required Resource	Recommended Resource									
<input type="checkbox"/> Instructional Delivery <ul style="list-style-type: none"><input type="checkbox"/> Communicating effectively<input type="checkbox"/> Presents clear and focused instructions<input type="checkbox"/> Effective questioning techniques<input type="checkbox"/> Makes efficient use of learning time<input type="checkbox"/> Applications<input type="checkbox"/> Research Strategies	<input type="checkbox"/> Review the specific PTK standard for the area of study/strand: Instructional Delivery The corresponding Prepare to Teach Workshops can be found at: http://www.abcte.org/occasions/resource-teach/index.html The Characteristics of Successful Teachers <ul style="list-style-type: none"><input type="checkbox"/> Characteristics 1 - 8<input type="checkbox"/> Characteristics 9 - 16<input type="checkbox"/> VIDEO CASE STUDIES: Characteristics of Successful Teachers (13:57)	<table border="1"><thead><tr><th>Web Resources</th><th>Books</th><th>(Time)</th></tr></thead><tbody><tr><td><input type="checkbox"/> Instructional Delivery: Research and Practice <input type="checkbox"/> Instructional Delivery: Glossary of Education Terms</td><td><input type="checkbox"/> Instructional Delivery: Research and Practice <input type="checkbox"/> The First Days of School: How to Be an Effective Teacher <input type="checkbox"/> Inside Teaching for Dummies</td><td></td></tr><tr><td><input type="checkbox"/> These and other resources can be found at: <ul style="list-style-type: none"><input type="checkbox"/> http://www.abcte.org/teach/exam-preparation/professional-teaching-knowledge/instructional-design-delivery</td><td></td><td></td></tr></tbody></table>	Web Resources	Books	(Time)	<input type="checkbox"/> Instructional Delivery: Research and Practice <input type="checkbox"/> Instructional Delivery: Glossary of Education Terms	<input type="checkbox"/> Instructional Delivery: Research and Practice <input type="checkbox"/> The First Days of School: How to Be an Effective Teacher <input type="checkbox"/> Inside Teaching for Dummies		<input type="checkbox"/> These and other resources can be found at: <ul style="list-style-type: none"><input type="checkbox"/> http://www.abcte.org/teach/exam-preparation/professional-teaching-knowledge/instructional-design-delivery		
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Your Notes:											
<p>Note: The resources recommended outside of the ABCTE program are often freely accessible online or can be found in your library. To ease your search we have hyperlinked them.</p>											
1-877-669-2228 • www.abcte.org • advisor@abcte.org											

3 Use the required resources in your Study Plan or a broad survey text to refresh your memory on the topic.

4 Use the appropriate recommended resources to probe deeper if you need better understanding. Use the Standards to target the sections you need to read.

5 Your Notes: go to the resources section of ABCTE.org and identify additional resources to use as needed. Use the Forums to see what other people are using.

6 Check for understanding and reflect: think about how you would use this in a classroom or how you would teach the subject. Use your quizzes to check for understanding and move on.

7 Wash, rinse, and repeat: once you finish a chunk of three, go back and attack the next three.

Have a Plan

It is important to have a plan of attack to study. Block out set times to study and if you slip and miss a session, restart your plan instead of letting yourself get paralyzed and procrastinate.

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This plan was designed for a 9 month period (4 months for Professional Teaching Knowledge (PTK); 4 months for the subject matter; 2 weeks to take each test) in which most people are able to complete the program. Many have completed the program in a shorter amount of time.

Area of Study	Required Resource	Recommended Resource	Timeline
<p><input type="checkbox"/> Comprehension of Texts</p> <p>Part 1</p> <p><input type="checkbox"/> Interpretation of Literary Texts</p>	<p><input type="checkbox"/> Review the specific ELA standard http://www.abcte.org/teach/english-standards</p> <p>The corresponding sessions can be found in your ABCTE Refresher Workshops at: http://www.abcte.org/courses/english-language-arts/index.html</p> <p>Interpretation of Literary Texts</p> <ul style="list-style-type: none"><input type="checkbox"/> Interpretation of Literary Texts<input type="checkbox"/> Movements in American Literature<input type="checkbox"/> Major Literary Themes & Archetypes<input type="checkbox"/> The Fundamentals of Reading . . . Aloud<input type="checkbox"/> Historical Development of Drama<input type="checkbox"/> Historical Development of Poetry<input type="checkbox"/> Development & Tradition of the Essay<input type="checkbox"/> Historical Development of the Novel<input type="checkbox"/> Historical Development of the Short Story<input type="checkbox"/> Characteristics of Modes of Writing<input type="checkbox"/> Familiarity with the Literary Canon<input type="checkbox"/> Identify & Describe the Poetic Conventions of Verse<input type="checkbox"/> Sound<input type="checkbox"/> Elements of Poetry	<p>Web Resources</p> <ul style="list-style-type: none"><input type="checkbox"/> American Passages: A Literary Survey<input type="checkbox"/> Literary Devices<input type="checkbox"/> Project Gutenberg Project Gutenberg <p>Books</p> <ul style="list-style-type: none"><input type="checkbox"/> A Handbook to Literature<input type="checkbox"/> These and other <u>resources</u> can be found at:<input checked="" type="checkbox"/> http://www.abcte.org/teach/exam-preparation/English-Language-Arts	{Time}

Your Notes:

Note: The resources recommended outside of the ABCTE program are often freely accessible online or can be found in your library. To ease your search we have hyperlinked them.

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Study Tip:

One effective way of using the practice quizzes is to look at the incorrect answer choices before looking at the correct explanation to see if you can understand why those options are wrong. If you can understand how a test maker uses distractors, you will be able to eliminate wrong answer choices faster on test day.

Area of Study	Required Resource	Recommended Resource	Timeline
<p><input type="checkbox"/> Comprehension of Texts Part 2</p> <p><input type="checkbox"/> Vocabulary</p> <p><input type="checkbox"/> Interpretation of Expository Texts</p>	<p><input type="checkbox"/> Review the specific ELA standard http://www.abcte.org/teach/english-standards</p> <p>The corresponding sessions can be found in your ABCTE Refresher Workshops at: http://www.abcte.org/courses/english-language-arts/index.html</p> <p>Vocabulary</p> <ul style="list-style-type: none"> <input type="checkbox"/> From the Beginning <input type="checkbox"/> History of a Word <input type="checkbox"/> Sea Changes <input type="checkbox"/> Stuck on You <input type="checkbox"/> Idioms & Adages <input type="checkbox"/> In the Meantime: Denotation & Connotation <input type="checkbox"/> Context Clues: Words Among Words <input type="checkbox"/> Word Sleuthing with Parts of Speech <input type="checkbox"/> Parallel Structures: Analogies <p>Interpretation of Expository Texts</p> <ul style="list-style-type: none"> <input type="checkbox"/> Introduction: The "What," "How," & "Why" of Expository Text <input type="checkbox"/> Reading Comprehension <input type="checkbox"/> Interpretation of Expository Text <input type="checkbox"/> Critical Evaluation <input type="checkbox"/> Argument <input type="checkbox"/> Rhetoric <input type="checkbox"/> Text Features <input type="checkbox"/> Functions of Language & Modes of Expositions <input type="checkbox"/> Types of Evidence, Opinion v. Fact, & Authorial Bias <input type="checkbox"/> Logical Fallacies 	<p>Web Resources</p> <ul style="list-style-type: none"> <input type="checkbox"/> Enhancing Vocabulary Instruction for Secondary Students <input type="checkbox"/> Project Gutenberg Project Gutenberg <input type="checkbox"/> Argumentation and Critical Thinking Rhetoric <p>Books</p> <ul style="list-style-type: none"> <input type="checkbox"/> English Vocabulary Quick Reference <p><input type="checkbox"/> These and other resources can be found at: ⇒ http://www.abcte.org/teach/exam-preparation/English-Language-Arts</p>	{Time}

Your Notes:

"I can give children the inspiration and encouragement to confront their own challenges, surpass negativity and persevere....Without this program, I wouldn't have had the opportunity to pursue teaching."

–Traci Brown, ABCTE Teacher

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Testing on the Computer:

This may be your first time taking a test on a computer. On average, people read 20% slower on a screen vs. paper. Because of this and other issues, practice as much as you can on the computer to become comfortable working in that environment.

Familiarity with the test and its standards will go a long way towards your ABCTE success.

The online practice tests are great practice to get a feel for the testing environment.

Area of Study	Required ABCTE Resource	Recommended Resource	Timeline
<ul style="list-style-type: none"><input type="checkbox"/> Oral and Written Language<input type="checkbox"/> Standard English Language Conventions<input type="checkbox"/> Speech<input type="checkbox"/> Writing Strategies and Applications<input type="checkbox"/> Research Strategies	<ul style="list-style-type: none"><input type="checkbox"/> Review the specific ELA standard http://www.abcte.org/teach/english-standards <p>The following sessions can be found in your ABCTE Refresher Workshops at:</p> <p>http://www.abcte.org/courses/english-language-arts/index.html</p> <p>Standard English Language Conventions</p> <ul style="list-style-type: none"><input type="checkbox"/> Parts of Speech & Grammar<input type="checkbox"/> Pronouns<input type="checkbox"/> Verbs<input type="checkbox"/> Verbals<input type="checkbox"/> Adjectives & Adverbs<input type="checkbox"/> Prepositions<input type="checkbox"/> Punctuation<input type="checkbox"/> Capitalization<input type="checkbox"/> Abbreviations<input type="checkbox"/> Spelling<input type="checkbox"/> Syntax<input type="checkbox"/> ESL Errors <p>Speech</p> <ul style="list-style-type: none"><input type="checkbox"/> Understanding Speeches & Oral Presentations<input type="checkbox"/> Analyzing Speeches & Oral Presentations<input type="checkbox"/> Arguments & Communication in the Classroom<input type="checkbox"/> The Basics of Argumentation<input type="checkbox"/> Analyzing Arguments<input type="checkbox"/> Argumentative Fallacies <p>Writing Strategies & Application</p> <ul style="list-style-type: none"><input type="checkbox"/> The Writing Process<input type="checkbox"/> Principles of Composition Part I<input type="checkbox"/> Principles of Composition Part II<input type="checkbox"/> Principles of Composition Part III<input type="checkbox"/> Editing & Evaluating <p>Research Strategies</p> <ul style="list-style-type: none"><input type="checkbox"/> Research Strategies	<p>Web Resources</p> <ul style="list-style-type: none"><input type="checkbox"/> A Guide for Writing Research Papers Based on Modern Language Association (MLA) Documentation<input type="checkbox"/> An Introduction to Writing Instruction for Secondary Students<input type="checkbox"/> Guide to Grammar and Writing <p>Books</p> <ul style="list-style-type: none"><input type="checkbox"/> MLA Handbook for Writers of Research Papers<input type="checkbox"/> The Everyday Writer: A Brief Reference <p><input type="checkbox"/> These and other resources can be found at: ⇒ http://www.abcte.org/teach/exam-preparation/English-Language-Arts</p>	{Time}

Your Notes:

"The information presented in the courses and the workshops was extremely helpful to me because they provided real examples that I have been able to implement immediately in my classroom."

- Lauren Masino, ABCTE Teacher, FL

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We love to highlight ABCTE teachers in local newspapers. Not only does this provide publicity for a potential job search, it can also help highlight your school as one that is committed to providing students with the best possible teacher. Visit <http://www.abcte.org/get-involved/share-your-story>.

Area of Study	Required Resource	Recommended Resource	Timeline
<p><input type="checkbox"/> Instructional Knowledge and Professional Skills</p> <p>Focus Areas:</p> <p><input type="checkbox"/> Instructional Knowledge and Professional Skills</p>	<p><input type="checkbox"/> Review the specific ELA standard http://www.abcte.org/teach/english-standards</p> <p>The following sessions can be found in your ABCTE Refresher Workshops at: http://www.abcte.org/courses/english-language-arts/index.html</p> <p>Instructional Knowledge & Professional Skills</p> <ul style="list-style-type: none"> <input type="checkbox"/> Interpreting Texts <input type="checkbox"/> Vocabulary Development & Usage <input type="checkbox"/> General Literary Knowledge & Strategies <input type="checkbox"/> Addendum for Suggested Young Readers Literature List <input type="checkbox"/> Verbal Proficiency, Writing Style, & Research Skills 	<p>Web Resources</p> <ul style="list-style-type: none"> <input type="checkbox"/> Avoiding Plagiarism <input type="checkbox"/> Enhancing Vocabulary <input type="checkbox"/> Instruction for Secondary Students <input type="checkbox"/> Making Meaning in Literature: A Workshop for Teachers 6-8 <input type="checkbox"/> ESL Common Errors Workbook <p>Books</p> <ul style="list-style-type: none"> <input type="checkbox"/> The English Teacher's Companion: Complete Guide to Classroom, Curriculum, and the Profession <input type="checkbox"/> These and other resources can be found at: http://www.abcte.org/teach/exam-preparation/English-Language- 	{Time}

Your Notes:



"The podcast for new teachers is very helpful. I have them all on my iPod and they really hit some good topics."

- Lisa Mayo, ABCTE Teacher, PA

on, a supervisor of instruction and life-long teacher trainer, and Michael Kelley, author of *Rookie Teaching for tDomain 1: Instructional Design* de advice, tips, and discussions for new and veteran tDomain 1: Instructional Design

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Questions and concerns can be directed to the Help Desk at: <http://helpdesk.abcte.org/>
Or contact your advisor at: advisor@abcte.org.

Your Essay – Start with [About your Writing Component](#)

Time:

The ELA writing component will consist of a prompt which in turn consists of several tasks. It is critical that you address every task to get a passing grade (4 or higher out of 6) on the writing component.

IMPORTANT: Most people believe they can write and often underestimate the writing component of the exam, especially when it is in a letter form. As a result, they often neglect spending the time learning and then practicing what kind of writing is being asked of them.

Consider the tasks (5 min):

Take the time to consider what exactly is being asked. Write down the key words from the prompt and consider your ideas. Each task is a roman numeral.

Map your prompt (5 min):

Address every task in the prompt. Brainstorm ideas and write a few words for each of the individual tasks in an outline form.

Write (40 min):

Make sure your writing is clean and concise. If you have thought through your outline, the actual writing will become much easier. Remember that you are writing for clarity and communication.

An effective way to make sure your grader notes each of your tasks is to make each task a separate body paragraph in your “5 paragraph essay.”

Proofread your work (7 min):

One good exercise as you practice writing is to read your essays out loud to someone. Everywhere you stumble or are awkward as you read is a place to correct. On test day you will sub-vocalize as you proofread and “hear” your errors before you turn in your essays.

IMPORTANT: Scoring is holistic and based on a rubric. Examine the rubric and note what elements are required for a score of 6, and understand the difference between a score of 3 and a score of 4, as that is the pass/fail mark.

IMPORTANT: Excellent writers can have the problem of trying to be too creative in their writing and may miss required tasks in the prompt. Stick to a clean intro, body paragraphs, and conclusion as taught in the 5 paragraph form. Use the sample essays to see how they are constructed. Same essays can be found in the [ELA rubric](#).

Resources:

- [Preparation Guide](#)
- [ELA Rubric](#)

Preparation
Guide

Click Here

- [Writing Resource Webinar](#)
- [Vantage Writing \(additional cost\)](#)

Writing
Resource

Click Here

Your Notes:



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<http://www.abcte.org/facebook>