

Use the Material in Each Section

- **Standard Alignments.** This section includes information on how this course is aligned to various national and state standards
- **Syllabus:** Course outline
- **Pacing Guide:** A lesson by lesson overview for the course
- **Lesson Plan.** This section contains the course syllabus and a pacing guide. The syllabus is the summary of the course. The pacing guide is an at-a glance look at the activities, notes and tests for each lesson. The pacing guide will assist you in managing the flow of the lesson within the allotted time
- **Assessment Keys.** This section contains the examinations for each lesson. The Teacher's version will contain all of the answers for the tests.
- **Activities.** This section contains all of the classroom activity for each section. Discussion, presentations, and homework are all in the activities section. You will have a Teacher's Activity section that contains the answers for each activity. The student version, will not have answers, but will have blank spaces for the students to put their answers. Both versions will have written reference material and graphic images that provide students full background into the activities
- **Notes.** This section contains all of the presentation material you will require to discuss each lesson. *The notes are the actual course of instruction.* In most cases the notes are in bullet form and include graphic images. The notes can be presented in PowerPoint, transparency or handouts for convenience and to suit your individual teaching style
- **Appendix.** This section will contain all of the original documents, the historical material required for the students to complete activities or homework. Although the **activity** and **notes** sections contain quotes and historical references, the **appendix** has fuller excerpts.