

H. Oral and Written Communication

Birth to 18 months	18 to 36 months	36 to 60 months
Some Indicators for Children:	Some Indicators for Children:	Some Indicators for Children:
<ol style="list-style-type: none"> 1. Cries and later vocalizes/ uses words and gestures to solicit attention 2. Communicates needs through facial expression, words, or actions (e.g., points to desired object) 3. Changes volume and pitch to convey meaning 4. Imitates words (e.g., simple greetings) 5. Makes and imitates sounds in a back and forth turn-taking “conversation” 	<ol style="list-style-type: none"> 1. Changes intonation and tone to communicate meaning 2. Uses nonverbal gestures and body language to express needs and feelings (e.g., gives spontaneous hug) 3. Addresses listener appropriately to get attention (e.g., when speaking to another child, uses child’s name) 4. Uses jargon with regular words in conversation 5. Uses descriptors to describe a thing or event (e.g., “big toy,” “fun ride”) 6. Uses sound effects in play 7. Demonstrates an awareness of back and forth turn-taking during conversation exchanges 	<ol style="list-style-type: none"> 1. Speaks clearly enough to be understood by most listeners 2. States point of view, likes/ dislikes, and opinions using words, signs or picture boards 3. Uses multiple word sentence/s to communicate needs, ideas, actions, and/or feelings 4. Relays a simple message (e.g., from grandparent to parent) 5. Repeats words or ideas to be sure information is communicated 6. Uses pre-writing in play with other children when pretending to communicate 7. Begins to draw representational figures 8. Dictates a story for adult to write out 9. Draws simple pictures or scribbles word-like marks to communicate a message or an idea

Sample Strategies to Promote Development and Learning:

- Interpret and give meaning to what child says (e.g., “You are saying ‘baba.’ Do you want some water?”).
- Use different types of voice with child.
- “Tune in” to the different ways child attempts to communicate by responding.

Sample Strategies to Promote Development and Learning:

- Model effective communication skills, such as speaking clearly.
- Respond with the correct pronunciation when child mispronounces a word.
- Provide opportunities for child to communicate with other children.

Sample Strategies to Promote Development and Learning:

- Ask open-ended questions that can be answered by child in own way, thereby eliminating right or wrong answers.
- Invent creative games like “message relay,” where child retells a message in a group.
- Play mime games that use the body to tell a story or express an idea.

P. Writing: Alphabet Knowledge

Birth to 18 months	18 to 36 months	36 to 60 months
Some Indicators for Children:	Some Indicators for Children:	Some Indicators for Children:
<ol style="list-style-type: none"> 1. Focuses on marks on paper 2. Makes marks on paper 3. Points to words in a book 4. Imitates other person's words, drawings, or scribbles by making own marks or scribbles 	<ol style="list-style-type: none"> 1. Notices both words and pictures on a page 2. Labels pictures using scribble writing 3. Uses symbols or pictures as representation of oral language 4. Demonstrates an understanding that we hear and see words by pointing randomly to text while it is being read out loud (e.g., a spoken word is also represented in print) 	<ol style="list-style-type: none"> 1. Knows the difference between printed letters and drawings 2. Attempts to copy one or more letters of the alphabet 3. Labels pictures using letter-like marks 4. Knows that alphabet letters are a special category of graphics that can be individually named 5. Identifies letters to match the said-aloud letter name 6. Works at writing own name 7. Shows awareness of the difference between own writing and conventional print 8. Shows awareness of two different writing systems (especially appropriate for ELL child)

Sample Strategies to Promote Development and Learning:

- Provide writing and drawing tools (e.g., crayons, chalk, finger paint) that can be used both indoors and outdoors.
- Write out child's name calling out each letter.
- Display pictures and posters with word labels.

Sample Strategies to Promote Development and Learning:

- Draw attention to signs and symbols in the environment, (e.g., stop sign, Chinese writing on a Chinese restaurant sign).
- Provide alphabet puzzles for child to manipulate and play with.
- Provide opportunities for child to manipulate magnetic letters, naming the letters or using them to spell out simple words.

Sample Strategies to Promote Development and Learning:

- Use the letters of the alphabet as they come up in real life situations.
- Call attention to names of children that begin with the same alphabet letter.
- Print an uppercase letter on one shape and matching lowercase letter on another of the same shape. Show child how to match the shapes, thereby matching the letters.

Q. Writing Conventions

Birth to 18 months	18 to 36 months	36 to 60 months
Some Indicators for Children:	Some Indicators for Children:	Some Indicators for Children:
<ol style="list-style-type: none"> 1. Makes imprints on paper using art materials presented (finger paint, tempera) 2. Experiments with grasp when using a variety of writing tools (e.g., crayon, paint brush) 3. Grasps marker or crayon with his/her fist and makes marks on paper without regard to location 4. Scribbles on a page spontaneously 5. Makes strokes on paper with paint brush 6. Picks up small writing tools (e.g., thin crayons) using finger and thumb (pincer) grasp but possibly without control or pressure on paper 	<ol style="list-style-type: none"> 1. Scribbles and makes marks on paper purposefully 2. Names scribbles (e.g., tells others what scribbles mean) 3. Draws horizontal and vertical lines 4. Uses a variety of writing tools (e.g., pencil, marker, paint brush) 5. Paints using whole arm to make strokes 6. Adjusts body position to enable writing/ drawing on paper 7. Pretends to write on paper, without regard to location or direction 	<ol style="list-style-type: none"> 1. Writes some letters or numerals 2. Prints or copies first name 3. Attempts to copy words from print 4. Draws basic geometric shapes (e.g., circle, triangle) 5. Uses pretend writing activities during play to show print conventions in home language 6. Adjusts paper position when writing

Sample Strategies to Promote Development and Learning:

- Provide child with opportunities to write.
- Provide child with writing tools (e.g., thick crayons, paint brushes) and writing surfaces (e.g., large paper, easel) to experiment and imitate writing.

Sample Strategies to Promote Development and Learning:

- Provide opportunities for child to draw; and write down what child says he/she has drawn.
- Write child’s comments at the bottom of drawings, collages, or photos.
- Provide opportunities for child to draw and paint in a variety of positions (e.g., while standing, outdoors on a hard surface).

Sample Strategies to Promote Development and Learning:

- Provide paper and writing tools (and/or if you choose to use one, access to a computer) for child to use for specific purposes (e.g., create greeting cards).
- Ask child to “sign” artwork, cards, and letters.
- Point out the shapes of individual letters to help child learn letters.



R. Writing: Use Writing for a Variety of Purposes

Birth to 18 months	18 to 36 months	36 to 60 months
Some Indicators for Children:	Some Indicators for Children:	Some Indicators for Children:
<ol style="list-style-type: none"> 1. Makes marks on paper and shows to others 2. Makes marks with fingers (e.g., in finger paint, mud, sand) 	<ol style="list-style-type: none"> 1. Uses scribbles and pictures to make lists, letters 2. Recognizes some environmental print/symbols (e.g., a stop sign) 3. Asks adult to label pictures that he/she has drawn 	<ol style="list-style-type: none"> 1. Uses letter-like symbols to make lists, letters, and stories 2. Copies some environmental print/symbols 3. Uses letter-like symbols to express an idea 4. Talks aloud about creative ideas and stories and asks adult to write them out 5. Asks adult to write out rhymes to make a simple poem 6. Makes cards to give peers and significant adults, with assistance

Sample Strategies to Promote Development and Learning:

- Draw and label pictures while talking with child about an activity or idea.
- Model uses of writing to child (e.g., making grocery lists, writing letters).
- Make greeting cards with child's hand prints.

Sample Strategies to Promote Development and Learning:

- Create joint projects with child that involves writing (e.g., make a pretend grocery store and label all of the products).
- Leave fun notes for child in his/her bed or with his/her toys and when child finds the notes, read them aloud together.
- Provide opportunities for child to tell stories out loud, write down what child says and read it back with child.

Sample Strategies to Promote Development and Learning:

- Provide opportunities for child to draw a story or idea and write out the dictation for that idea.
- Model making lists for child (e.g., grocery list).
- When going through the mail describe the different items received (e.g., flyers, letters, bills, magazines).

