



Reading

SFS Entry Level

CLB 1

- ☐ I can... understand some words and very short, simple messages with words that I know.



- ☐ I can... follow very short, simple instructions with pictures.



- ☐ I can... get some information from very simple forms, maps, and signs.



- ☐ I can... read very short, simple texts that have pictures.





Reading

SFS Entry Level

CLB 2

☐ I can... understand short, simple messages with words that I know.



☐ I can... follow short, simple instructions with pictures.



☐ I can... find some information in simple forms, maps, and signs.



☐ I can... read and understand short, simple texts.





Reading

SFS Level 1

CLB 3

- ☐ **I can... understand short messages with specific information.**

For example...

- ☐ Read an email with appointment details.

- ☐ **I can... follow some familiar instructions, sometimes with pictures.**

For example...

- ☐ Follow a hotel room cleaning checklist.

- ☐ **I can... find important information in short texts.**

For example...

- ☐ Get bus times from an online bus schedule to get from home to work.

- ☐ **I can... read a short, simple text to find information.**

For example...

- ☐ Read a simple memo at work about what can be recycled.



Reading

SFS Level 1

CLB 4

☐ **I can... understand simple personal messages.**

For example...

- ☐ Read an email from a coworker saying they are sick today and when they will return.

☐ **I can... follow some familiar instructions with a few steps.**

For example...

- ☐ Read and follow instructions for changing the security code on an alarm system.

☐ **I can... find information in simple forms, tables, and schedules.**

For example...

- ☐ Read a schedule to identify work shifts.

☐ **I can... read short simple paragraphs to find information.**

For example...

- ☐ Identify who to contact in an emergency from a workplace poster.



Reading

SFS Level 1

CLB 5

- ☐ **I can... read and understand personal and social messages.**

For example...

- ☐ Read a workplace email about a company fundraising event to decide whether to participate.

- ☐ **I can... follow simple instructions with multiple steps.**

For example...

- ☐ Follow instructions for using a hazardous product.

- ☐ **I can... find information in charts, tables, maps, and websites.**

For example...

- ☐ Find an online computer course to improve Excel or PowerPoint skills for work.

- ☐ **I can... read and understand relatively short texts to find information.**

For example...

- ☐ Read a short email to see what is new in my company's dental plan.



Reading

SFS Level 2

CLB 6

- ☐ **I can... understand social messages with some indirect meaning.**

For example...

- ☐ Read a message in which a co-worker makes comments about something that was mentioned in a meeting.

- ☐ **I can... follow instructions with multiple steps.**

For example...

- ☐ Follow the steps in the employee manual to ask for time off.

- ☐ **I can... scan charts, tables, maps, and websites to find information.**

For example...

- ☐ Find and extract information from a table showing patient names and doses of prescribed medication.

- ☐ **I can... read and understand texts on familiar topics to compare information.**

For example...

- ☐ Compare information from product pamphlets to decide what to buy.



Reading

SFS Level 3

CLB 7

- ☐ **I can... understand social messages with indirect meaning.**

For example...

- ☐ Read a text from a colleague expressing frustration with another co-worker's behaviour.

- ☐ **I can... follow more complex instructions on familiar topics.**

For example...

- ☐ Read how to remove a computer virus.

- ☐ **I can... scan charts, tables, maps, and websites for multiple pieces of information.**

For example...

- ☐ Scan training course websites to find eligibility, start date and any prerequisites.

- ☐ **I can... read multiple documents to compare information.**

For example...

- ☐ Compare three or more insurance plans to choose the best one.



Reading

SFS Level 3

CLB 8

- ☐ **I can... understand somewhat complex social messages with indirect meaning.**

For example...

- ☐ Read e-mails between colleagues about a new policy to try to determine their feelings.

- ☐ **I can... follow specialized instructions with multiple steps.**

For example...

- ☐ Refer to a manual to learn how to use a piece of equipment.

- ☐ **I can... find and integrate relevant information from texts containing multiple pieces of information.**

For example...

- ☐ Read a government business grant application to determine the criteria for eligibility.

- ☐ **I can... read and interpret a variety of articles, reports, and documents.**

For example...

- ☐ Read a detailed incident report to infer probable causes.



Reading

SFS Level 3

CLB 9

- ☐ **I can... understand complex written communication, including opinions and indirect meaning.**

For example...

- ☐ Understand why a colleague is upset after reading a detailed email received from a customer.

- ☐ **I can... understand formal instructions on familiar procedures which may not always be sequential.**

For example...

- ☐ Follow procedures outlined in government health and safety regulations.

- ☐ **I can... find and interpret information from complex texts to make important decisions.**

For example...

- ☐ Read insurance contracts to determine rights and coverage.

- ☐ **I can... read and interpret complex charts and graphs.**

For example...

- ☐ Read and interpret survey responses to summarize findings.



Reading

SFS Level 4

CLB 10

- ☐ **I can... understand lengthy and complex written communication that may include inferences and assumptions.**

For example...

- ☐ Understand consumer reviews on a product or service to identify explicit and implicit opinions and assumptions.

- ☐ **I can... understand familiar processes and procedures that integrate several pieces of information.**

For example...

- ☐ Use sections of online workplace safety regulations to identify and recommend procedures and practices that should be implemented.

- ☐ **I can... find and interpret information from multiple lengthy and complex texts to support important decisions.**

For example...

- ☐ Review the scale drawings of a manufacturing plant to assess appropriateness of the design.

- ☐ **I can... summarize and evaluate arguments in lengthy complex texts.**

For example...

- ☐ Read a project proposal to understand scope, timelines, finances, objectives, and anticipated challenges to evaluate feasibility.



Reading

SFS Level 5

CLB 11

- ☐ **I can... understand complex written communication containing high-level inferences that may express conflict.**

For example...

- ☐ Read a document on a human rights issue raised in the workplace to understand a controversy.

- ☐ **I can... understand specialized instructions for unfamiliar complex procedures.**

For example...

- ☐ Follow detailed specialized instructions for the installation of a dangerous or hazardous piece of equipment.

- ☐ **I can... find, interpret, and analyze information from multiple dense and complex texts to support important decisions.**

For example...

- ☐ Cross reference architectural, structural, and mechanical drawings to ensure conformance to standards.

- ☐ **I can... understand the message, assumptions, bias, etc. from sections of texts to analyze and integrate information.**

For example...

- ☐ Read a section of a research paper to understand the premise and to determine its relevancy.



Reading

SFS Level 5

CLB 12

- ☐ **I can... easily understand a wide range of complex texts dealing with disagreements in social and professional situations.**

For example...

- ☐ Read a letter threatening legal action to determine what action to take in response.

- ☐ **I can... evaluate specialized instructions for unfamiliar complex procedures to determine their validity for use.**

For example...

- ☐ Review detailed, extensive, complex, written instructions on how to balance a budget to assure usability.

- ☐ **I can... find, interpret, and evaluate information from multiple dense and complex texts in business contexts.**

For example...

- ☐ Use complex tables, schedules, graphs, and scale drawings to evaluate a proposal to improve an electrical system.

- ☐ **I can... understand complex formatted texts to evaluate them for validity and appropriateness.**

For example...

- ☐ Assess the quality and accuracy of an article to determine if it should be published in an academic journal.

