

CRITERIA FOR THE SELECTION OF INSTRUCTIONAL MATERIALS

**PROFESSIONAL/TECHNICAL & CAREER EDUCATION  
APPLIED LEARNING**

Business Education, Career Education, Consumer & Family Science, Industrial Technology, Marketing Education, Trade & Industry

The primary objective in selecting instructional materials is to implement, enrich, and support the educational program of the schools. Any process which leads to the selection of instructional materials should give assurance that:

1. Concepts presented in the instructional materials are consistent with the state Essential Academic Learning Requirements and the district's Shoreline Essential Learnings.
  - concepts are clear, well defined, and relevant to objectives of course
  - increases probability of reaching course objectives
  - accurate and authoritative
  - adequate and clear background information, guidance and suggestions for the teacher
2. Instructional materials are consistent with district statement of philosophy and educational goals.
  - material is current and of high quality
  - reflects current trends in learning theory; based on valid research
3. Instructional materials enrich and support the curriculum, taking into consideration the various instructional needs, abilities, interests and maturity levels of the students served.
  - suitable to maturity and ability of students
  - appropriate reading level and format
  - stimulate students' interest and positive attitudes toward learning
4. Instructional materials present opposing views of controversial issues in order that young citizens may develop the skills of critical analysis and informed decision making.
  - encourage analytical thinking and problem solving
  - encourage higher level thinking skills
5. Instructional materials help students understand the ethnic, cultural, and occupational diversity of society.
  - free of ethnic bias and sex-role stereotypes
  - materials represent minority, women, and ethnic viewpoints

6. Content of instructional material is of high quality, provides a sound instructional approach, and is priced at a level that is commensurate with the use that will be made of it.
  - are logically organized and are presented with maximum clarity
  - appropriate content for age and grade level
  - provision for measuring student progress
  - reasonable price (in terms of value to the program, frequency of use, comparison to similar materials)