

CENGAGE LEARNING, INC.

Teacher Appraisals of Core/basal Titles

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Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	A+ Guide to Managing and Maintaining Your PC		
Publisher:	Cengage Learning, Inc		
Grade Level:	9-12		
TE ISBN No.:	9781133135111	SE ISBN No:	9781133135081
CATEGORY	Core/Basal		

Textbook Organization

The textbook chapters are tabbed on the side for easy access by students. The teacher resource is in CD format; a hardcopy is unavailable. The flow of the book is sequential, with each chapter capitalizing on the previous chapters. The graphics used in the textbook model actual PCs and IOS systems. The textbook has ample practicum experiences for students to learn and prepare for the A+ certification.

Student Assessment Support

The supplemental materials with this textbook – Coursemate (digital student support services) – provides additional internet support materials for the course. Coursemate allows for a variety of levels of Bloom’s for students to build upon previous knowledge in order to reach a higher level of learning. Re-teaching opportunities exist in the textbook as well as a virtual program included with the Coursemate supplemental materials.

Additional Criteria

The text layout provides guidance for the teacher as well as students for A+ Certification. The common core standards are addressed. The level of thinking of problems is available in all levels of Bloom’s taxonomy. Application and analysis of hands-on activities are thorough. There is above average field experience utilizing higher level thinking skills. Students are well prepared to read and comprehend a technical manual.

Teacher Comments

“Textbook is very thorough and technical. Students will be able to walk away from the course with ample knowledge to obtain a job in computer systems.” A.C. – FACS High School Teacher

“High technical manual designed to make a student highly qualified in the computer field.” M.B. Middle School FACS Teacher

“The textbook has excellent content related to managing and maintaining your PC. Excellent hands-on experience that involves problem-solving skills.” M.R. – FACS High School Teacher

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Century 21 Accounting, Advanced 9E		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781111989088	SE ISBN No:	9781111989057
CATEGORY:	Core/basal		

Textbook Organization

Very well organized! Takes students through the full accounting cycle. Easy to follow with illustrations and examples.

Student Assessment Support

- Many opportunities to assess student progress!
- Just the text has adequate assessment and re-teaching. Additional online and simulations give wide opportunities for reinforcement and assessment. Audit answers so students can check their own work.
- Begins with a business that offers listing and chart of accounts. Introduces subject matter with objectives, key terms and internet activity. Uses illustrations and steps/callouts. Offers cultural diversity. Very well organized.

Additional Criteria

- Many teaching strategies in TE
- Visuals available.
- Differential teaching suggestions for every chapter.
- Focuses on all aspects of strand one – academic foundations to help support student assessment.
- Complies with music and art

Teacher Comments

This is an excellent book!
Character counts and diversity activities throughout the book.

S. A. – H.S. Business Technology Teacher
C.T. – H.S. Business Education Teacher
A. L. – H.S. Business Education Teacher

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Century 21 Accounting General Journal		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9780840065438	SE ISBN No:	9780840064981
CATEGORY:	Core/basal		

Textbook Organization

Organized sequentially by accounting procedures. Easy to implement in a classroom setting. Reinforcement Activities follow each unit. (DK Junior High Careers)

Very well organized- easy to navigate-topics build one each other (LM High School Marketing Ed.)

The Ethics in Action and Financial Literacy sections that are integrated into each chapter help to focus students on real-world applications. Think Like An Accountant is an excellent tie-in to the accounting principles. (DD High School Technology)

Student Assessment Support

Hands on activities to practice procedures learned in each chapter. (DK Junior High Careers)

High level assessments. Many critical thinking and writing assessments. (LM High School Marketing Ed.)

Chapter reviews are nicely cited and easy to follow. (DD High School Technology)

Additional Criteria

Includes writing activities as well as global applications (DK Junior High Careers) |

Teacher Comments

I love the examples/case studies they use- VERY relevant to the student base. (LM High School Marketing Ed.)

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Century 21 Accounting Multicolumn Journal, 10/E		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781111578596	SE ISBN No:	9780840064653
CATEGORY:	Core/basal		

Textbook Organization

Well-organized – Special features align to concepts being taught in each chapter.
Ensures clear student organization, step-by-step instructional approach, learning objectives.

Student Assessment Support

Several opportunities for assessment throughout each chapter and at the end.
Many opportunities for early and frequent assessment and re-teaching, both in the text and online.
Critical thinking activities, real world applications

Additional Criteria

Special features include activities for real world, ethics, career, financial literacy, global awareness, forensic accounting, and looking at accounting software.
Online learning solutions, online working materials, online computerized accounting software and commercial software.

Teacher Comments

Many activities are provided to allow students the opportunity to make real-life connections.
A wide variety of student and teacher supplements.

S. A. – H.S. Business Technology Teacher
C. T. – H.S. Business Education Teacher
A. L. – H.S. Business Education Teacher

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Century 21 Jr. : Input Technologies and Computer Applications		
Publisher:	Cengage Learning, Inc.		
Grade Level:	6-9		
TE ISBN No.:	9780538449496	SE ISBN No:	9780538449076
CATEGORY	Core/basal		

Textbook Organization

- Good organization and flow
- Unique physical orientation allows for ease of use next to computer
- Progress from basic fingering through full range of applications with well-explained projects
- Provides activities that reinforce content and prior knowledge
- Updated and current on technology developments

Student Assessment Support

- Needs to address ELL and SPED
- Assessments are primarily Project Based.
- Could use some differentiated assignments
- Good academic connections that reinforce other subjects

Additional Criteria

- Comprehensive and appropriate text for grade level
- Does not meet High School Career and Tech Benchmarks because it is designed for lower grade levels

Teacher Comments

- Successful for what it is designed to do; give students the tools they need to succeed in all their classes. Skills through mid, high and college and employment.
- Good and varied activities
- Vocabulary words are highlighted throughout the text

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Discovering Computers Complete: Your Interactive Guide to the Digital World		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781111821883	SE ISBN No:	9781111530327
CATEGORY	Core/basal		

Textbook Organization

Well organized. Activities progress from simple to more complex. –CT, High School Business Education

This book is excellent. It contains many interesting and challenging activities. –SA, High School Business Technology

Each chapter begins with objectives. Beginning figures in book allow overview of the purpose of chapter. Computer CourseMate websites i comprehensive. Interactive eBook activities. –SA, High School Business/Technology

Student Assessment Support

Several opportunities to assess students throughout. –SA, HS Business/Technology

Wide range of assessments. –CT, High School Business Education

Additional Criteria

Career exploration with book. Extensive instructor resources. –CT, High School Business Education

Teacher Comments

The activities are very current and relevant. Numerous student labs. –CT, High School Business Education

This is an excellent book. SA, HS Business/Technology

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Discovering Computers, Essentials		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9 – 12		
TE ISBN No.:	9781285161808	SE ISBN No:	9781285161785
CATEGORY	Core/basal		

Textbook Organization

- Thematic organization.
- Excellent Visuals. Great Activities and open-ended questions found at the end of each chapter.
- High focus on critical thinking skills. Well planned.
- Takes you from ancient to modern day computers. STEM activities related.
- Each chapter has an introduction, objectives, the information, review, activities, and assessment.
- Great graphics documenting complex systems. Easy to read. Many resources listed for addition learning.

Student Assessment Support

- Book is loaded with activities.
- Lesson plans are quite comprehensive. Pre and Post tests on the Teacher CD.
- “Consider This” was a very thought provoking section centered on critical thinking.
- Book contains discussion topics with open-ended answers. Vocabulary and review questions.

Additional Criteria

- Lots of links to websites/internet research activities.
- “Ethics Issues” are covered in each chapter.
- Real life problems with technology in organizations lead students to problem-solve actual dilemmas.

Teacher Comments

I love this book. This is one of the most well thought out books I have ever seen. I think every Intro to Computers Class should have access to it. K.G. High School CAD Teacher

This is a really well laid out book. It could be used at multiple levels with very minor modifications. It allows students to interact with each other in a structured setting. Graphics were current and student oriented. T.B. High School CAD Teacher.

Comprehensive textbook that covers new technology and communication systems for business and personal use. Excellent activities are included in digital citizenship and government. Highly recommended for all ages - middle school through college. C.T. High School CAD/Pre-Engineering Teacher.

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Economics and Personal Finance		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781133365372	SE ISBN No:	9781133562108
CATEGORY:	Core/basal		

Textbook Organization

Well organized with learning objectives and introduction at the beginning of each chapter and a variety of assessments throughout the units. (DK, Junior High Careers)

The book was nicely sectioned to be helpful to both student and teacher. (DD High School Technology)

Student Assessment Support

Assessments include critical thinking, cognitive, and hands-on activities. (DK, Junior High Careers)

The assessments were linked to chapter reading nicely. (DD High School Technology)

Great activities/projects- high level and relevant to students. (LM High School DECA)

Additional Criteria

Teacher Comments

I like that this book can be used as a supplement with other classes (ex. Marketing, Business, Economics, etc. (LM High School DECA)

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Engineering Design		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9 – 12		
TE ISBN No.:	9781111645854	SE ISBN No:	9781111645823
CATEGORY:	Core/basal		

Textbook Organization

- Text is organized into two sections each with Thematic Chapters that are sequential for engineering design.
- The inclusion of expansion opportunities throughout the text enhance its usability and access to knowledge
- Textbook was well written with introductions and core content very understandable.
- Organization made the textbook easy to follow and instruction levels are measurable.
- Projects are always well emphasized.
- Contains great pictures and illustrations.
- Reading complexity is well suited for Pre-Engineering knowledge.

Student Assessment Support

- PowerPoints available for student reading and re-teaching with answer banks.
- Assessment for each chapter is easy to follow up on according to skill level and understanding.
- Student would need drawing and reading skills to stay focused on design goals.
- “Extra Mile”, “Bring it Home”, and “Your Turn” activities provide ample opportunities for exploring concepts beyond the basics presented in the text.

Additional Criteria

- The teacher’s resource CD is packed with excellent materials including PowerPoint files, image galleries, and test banks.
- Correlates nicely with Core Classes.
- Very good use of Science, Math, and Reading.
- Mechanical skills and hands-on skills would be easy to adapt to.
- Each chapter contains many hands-on activities to enhance learning concepts either in teams or individually.

Teacher Comments

Book is comprehensive for Pre-engineering programs and covers a wide range of engineering areas. C.T. High School CAD/Pre-Engineering Teacher

Manual was user-friendly. A student who was interested in Engineering Design would get most of their basics from this text book. Very good for entry level in grades 9 – 12. Abundant figures and easily interpreted illustrations. T.S. High School CAD Automotive Teacher

“Bring it Home”, and “Extra Mile” questions at the end of each chapter are great review/critical thinking assignments. STEM highlights in the book provide additional insight. K.G. High School CAD Engineering Teacher.

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Engineering Drawing and Design		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781111309596	SE ISBN No:	9781111309572
CATEGORY:	Core/basal		

Textbook Organization

- Chapters are organized from learning basics to complex topics.
- Each chapter concludes with reviews, inter-disciplinary contexts in most cases

Student Assessment Support

- Student CD contents workbook, test bank questions
- PowerPoints are available for student learning independently
- Student CD is loaded with great material, but can be intimidating with the high volume of information
- CD does a good job following the book

Additional Criteria

- Math and problem solving activities throughout chapters
- Video clips on teacher CD and chapter supplemental graphics
- Teacher Edition is well thought out and organized
- Teacher Edition is comprehensive

Teacher Comments

The first part of this book is for beginning Drafting/Engineering students. The second part is quite advanced for only high academic students, KG – High School, CAD Teacher

Strong Pre-Engineering book that gives students exposure to college level work and activities. Many teacher resources and student CD are very valuable to enhance learning. CT – CAD & Pre-Engineering

Well organized book and wonderful resources on CD. This book would work in a high school or a CTE high School and vocational community college. TB – CAD Teacher

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Gateway to Engineering 2E		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781133940852	SE ISBN No:	9781133935643
CATEGORY:	Core/basal		

Textbook Organization

- Well organized
- General Knowledge in terms well explained
- Projects are often highly specialized requiring more prior knowledge than targeted student
- Modern concerns not adequately addressed.
- Dated format

Student Assessment Support

- Needs to address ELL and SPED
- Student assessments were not in the book, only on CD.
- End of chapter vocabulary lists
- No scaffolding for open-ended questions

Additional Criteria

- Connections to science, technology, engineering and math are well emphasized.
- Differentiated instruction is not addressed
- Many disciplines within the area of engineering are touched on but inadequately reinforced.

Teacher Comments

- Great project ideas for advanced students
- Interesting and challenging projects
- Allows teacher and students to explore the field of engineering through hands on

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Marketing 3/E		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781133108153	SE ISBN No:	9781133108146
CATEGORY:	Core/basal		

Textbook Organization

Organized and easy to follow. Consistent formatting throughout (LM High School Marketing)

The chapters build nicely upon one another. (DD High School Technology)

The book uses multiple sources and graphics to relate the information, creating an attractive and interesting read. It is organized in a familiar format and is easy to use. (DK Junior High Careers)

Student Assessment Support

Very high level assessments; group/teamwork throughout; DECA Component (DD High School Technology)

The assessments are well thought out and incorporate decision making and higher level skills. (DD High School Technology)

Several types of assessment are available at the end of each unit from general recall to in-depth practice. The activities are real-life and varied. (DK Junior High Careers)

Additional Criteria

Teacher Comments

I believe students will find the activities challenging as well as "fun". (DK Junior High Careers)

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	Principles of Business		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781111428211	SE ISBN No:	9781111426941
CATEGORY:	Core/basal		

Textbook Organization

Well organized in a general format. The Teacher Edition has additional activities listed on pages where they could be implemented. (DK Junior High Careers)

Organized well for student navigation. (LM High School Marketing ED)

The checkpoints provide a great point of assessment during chapter reading. Work as a team inserts provide quick teamwork sessions. (DD High School Technology).

Student Assessment Support

Has an abundance of activities at all levels, including unit projects. (DK Junior High Careers)

Assessments seem to be general. Opportunities for teamwork. Opportunities for internet research (not much other technology). (LM High School Marketing Ed)

Key concepts, connections, and decision making end of chapter is set up easily for students. (DD High School Technology).

Additional Criteria

Teacher Comments

This book is easily adoptable at each level. . (DK Junior High Careers)

Good beginner book (LM High School Marketing Ed)

Teacher Appraisal of Title

This information is provided for local school boards to consider in their selection process to meet the needs of their student population. All teachers that reviewed this material are highly qualified in their specific field in education.

Textbook Title:	The Office Procedures and Technology		
Publisher:	Cengage Learning, Inc.		
Grade Level:	9-12		
TE ISBN No.:	9781111574642	SE ISBN No:	9781111574352
CATEGORY:	Core/basal		

Textbook Organization
<ul style="list-style-type: none">- Good organization, terms are highlighted and good progression through topics- Well organized in sequence- Exceptionally well organized- Projects appropriate and meaningful- Technology as well as soft skills well represented- Good prep for any career
Student Assessment Support
<ul style="list-style-type: none">- Good activities and connections to subject matter- Assessments primarily project based- Appropriate for any area of study- Lacking SPED/AES and ELL support
Additional Criteria
<ul style="list-style-type: none">- Comprehensive in general knowledge with sources for in depth information readily available- Check points allow instructor to check on student comprehension.
Teacher Comments
<ul style="list-style-type: none">- Every chapter has a section on 21st century skills as well as addressing math or language art connections.- Up-to-date and research based- Convenient and comprehensive- Stresses career readiness skills needed for the high school level.