

TOEFL PREPARATION COURSE SYLLABUS
INTERMEDIATE CLASS
84 HOURS

I. Name of instructors and contact details

1. Nguyen Nhu Anh Loan (in charge of Reading, Writing, and Grammar)

Hand phone: 0903 810 201

E-mail: anhloannguyennhu@yahoo.com

2. Thomas Claflin (in charge of Listening and Speaking)

Hand phone: 01264844038

E-mail: thomas.claflin@fets.edu.vn

II. Time

From **13:30** to **15:30** (Monday, Wednesday, Thursday)

From **October 4, 2010** to **January 20, 2011**

III. Objectives

By the end of the course students will:

- be familiar with the format and directions of the TOEFL test;
- be familiar with the types of questions that are asked in each section;
- figure out their weak and strong areas; and
- develop the English language skills that are necessary to be successful on the test.

Reading purposes

- **To practice necessary skills with short reading passages**, such as understanding details, identifying topics and paraphrasing.
- **To develop skills with longer reading passages**, such as such as understanding details, identifying topics and paraphrasing, recognizing coherence.
- **To improve on summarizing skills**, such as completing tables and charts, creating tables and charts.

Writing purposes

- **To practice necessary writing skills** of brainstorming, organizing, and paraphrasing.
- **To develop writing skills** by connecting and supporting ideas.
- **To improve sentence structure and word choice.**

Listening Purposes

- **To demonstrate basic comprehension**, such as understanding the main idea, key points, structure, purpose, conclusion, important facts and relevant details.
- **To learn from listening**, such as understanding various relationships between ideas (e.g., compare-and-contrast, cause-and-effect, agree-disagree, or steps in a process) and tracing the development of ideas or events throughout the recordings.
- **To make inferences** about an author's opinion and what is implied in a recording.

Speaking Purposes

- **Information Processing** – The ability to synthesize and summarize what you have read in your textbooks and heard in and outside of the class.
- **Viewpoint Formation** – In some of the speaking tasks, students need to form your own opinion in response to the information you have processed.
- **Delivery** - Speech should be clear and have a well-paced flow with only minor lapses in pronunciation or intonation patterns.
- **Language Use** - Responses should demonstrate effective use of grammar and vocabulary.
- **Topic Development** - Responses should be sustained and sufficient for the task. They should be coherent and well developed with details and examples. A clear progression of ideas is also necessary for a high score.

IV. Course books

Edmunds, P. & McKinnon, N. (2009), *Developing skills for the TOEFL iBT _ Intermediate*, Tre Publisher, HCMC. (Available at the school library)

Phyllis L. Lim, Mary Kurtin, & Laurie Wellman (ed), (2006), *Grammar Workbook for the TOEFL Exam*, 4th ed., Tre Publisher, HCMC.

V. Course outline

Reading

Chapter 1: Short Passage Skill Practice

Chapter 2: Long Passage Skill Practice

Chapter 3: Focus: Summarizing Information

Writing

Chapter 1: Thinking and Writing

Chapter 2: Making Writing Complete

Chapter 3: Focus: Writing Grammar

Listening

Chapter 1: Short Passage Skill Practice

Chapter 2: Long Passage Skill Practice

Speaking

Chapter 1: Thinking and Speaking

Chapter 2: Making Speech Coherent

VI. Requirements and assignments

Students are required to be active in class, and to complete all homework assigned by the instructors.

The following assignments constitute the final result of each student:

1. Homework and participation: 10% (The instructors will ask students at random to submit their homework. The average scores of homework tests make up 10% of the final result.)
2. Mid-term test: 20% (The instructors give a TOEFL like mid-term test (excluding speaking skill) to assess the progress of students, so that we can adjust our material, teaching methods; or get students to adjust themselves to get the final outcome.)
3. Final test: 70% (The instructors give a TOEFL like final exam to evaluate students' English proficiency throughout the entire course.)

VII. Reference books and websites

- ***Books*** (Available at the school library)

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Worcester, A., Bowerman, L. & Williamson, E. (2009), *Building skills for the TOEFL iBT _ Intermediate*, Tre Publisher, HCMC.

- **Websites**

No	Websites	Introduction
1	www.nonstopenglish.com	You can practice your English grammar and vocabulary skills with interactive tests on this free website. You can receive free interactive email tests. If you register and login you can see which tests you have done and how successfully. Learning English with these free online tests is really motivating. New tests are added every week.
2	www.englishclub.com	EnglishClub.com is a wonderful club. Please feel free to use it in any way you wish to learn English. They answer all of your emails and try to give you the support you need in learning English.
3	www.english-at-home.com	Learn English grammar, vocabulary, verbs and speaking with ESL games, an English newsletter and more.
4	www.learn-english-today.com	Free lessons and activities designed to help you learning English better.
5	http://www.examenglish.com/	Free practice for international certificates.
6	http://www.eslbee.com/index.htm	It's good for learning and practicing writing skill.
7	http://www.bbc.co.uk	Enjoy this wonderful website. You can practice your English through news.
8	http://gocsm.net/sevas/esl/gramcheck/#singpl	There are a lot of grammar exercises on this website.
9	http://gmat-grammar.blogspot.com/2006/07/wether-vs-if.html	You can find useful grammatical points here, especially confusing ones.
10	http://www.freerice.com	You can do charity while learning vocabulary here.

VIII. Course diary

Day Week	Monday	Tuesday	Wednesday	Thursday	Friday
1	<p><i>Mr. Thomas</i></p> <p>Listening</p> <p>Chapter 1: Skill A</p> <p>Speaking</p> <p>Introduction - Practice reading out loud, focus on pronunciation</p>		<p><i>Ms. Anh Loan</i></p> <p>Grammar</p> <ul style="list-style-type: none"> - Adverbs like <i>Only</i> - Split infinitives - Dangling modifiers - Adjective /Adverb confusion - Adjectives after verbs of sensation - Noun adjectives 	<p><i>Mr. Thomas</i></p> <p>Listening</p> <p>Chapter 1: Skill A</p> <p>Speaking</p> <p>Introduction - Practice reading out loud, focus on pronunciation</p>	
2	<p><i>Ms. Anh Loan</i></p> <p>Reading</p> <p>Chapter 1: Skills A & B</p>		<p><i>Mr. Thomas</i></p> <p>Listening</p> <p>Chapter 1: Skill B</p> <p>Speaking</p> <p>Organizing – independent speaking – personal experiences</p>	<p><i>Ms. Anh Loan</i></p> <p>Grammar</p> <ul style="list-style-type: none"> - Hyphenated or compound adjectives - Demonstratives - Few, little, much, & many - Cardinal & ordinal numbers - Sameness 	

				and similarity - Comparatives - Superlatives	
3	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p>Chapter 1: Skill C</p> <p><i>Speaking</i></p> <p>Synthesizing information – summarizing written passages – restating in own words</p>		<p><i>Ms. Anh Loan</i></p> <p><i>Reading</i></p> <p>Chapter 1: Skill C + Review A - C</p>	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p>Chapter 1: Skill C</p> <p><i>Speaking</i></p> <p>Synthesizing information – summarizing written passages – restating in own words</p>	
4	<p><i>Ms. Anh Loan</i></p> <p><i>Writing</i></p> <p>Chapter 1: Skill C</p>		<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p>Chapter 1: Skill E</p> <p><i>Speaking</i></p> <p>Integrated speaking – listen to passage, orally express opinions</p>	<p><i>Ms. Anh Loan</i></p> <p><i>Reading</i></p> <p>Chapter 1: Skills D & E</p>	
5	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p>Chapter 1: Skill E</p>		<p><i>Ms. Anh Loan</i></p> <p><i>Writing</i></p> <p>Chapter 1: Skill D</p>	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p>Chapter 1: Skill E</p>	

	<p><i>Speaking</i></p> <p>Integrated speaking – listen to passage, orally express opinions</p>			<p><i>Speaking</i></p> <p>Structuring of oral responses – independent speaking – personal preferences – focus on transitions</p>	
6	<p><i>Ms. Anh Loan</i></p> <p><i>Reading</i></p> <p>Chapter 1: Skill F + Review A - F</p>		<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p>Chapter 1: Skill D</p> <p><i>Speaking</i></p> <p>Structuring of oral responses – independent speaking – personal preferences – focus on transitions</p>	<p><i>Ms. Anh Loan</i></p> <p><i>Grammar</i></p> <ul style="list-style-type: none"> - Cause and result - Articles - Too, very, and enough - Negation - Practice - Writing correction 	
7	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p>Chapter 2: Skill A</p> <p><i>Speaking</i></p> <p>Integrated speaking – state key points written/spoken passages, focus</p>		<p><i>Ms. Anh Loan</i></p> <p><i>Reading</i></p> <p>Chapter 2: Skills A & B</p>	<p><i>Mr. Thomas</i></p> <p><i>Mid-term test</i></p>	

	on similarities/ Contrasts				
8	<i>No class</i>				
9	<i>Ms. Anh Loan</i> Writing Chapter 2: Skill B		<i>Mr. Thomas</i> Listening Chapter 2: Skill B Speaking Integrated speaking- conversations, focus on problems and solutions	<i>Ms. Anh Loan</i> Reading Chapter 2: Skill C & Review A – C	
10	<i>Mr. Thomas</i> Listening Chapter 2: Skill C Speaking Integrated speaking- conversations, focus on problems and solutions		<i>Ms. Anh Loan</i> Writing - Vocabulary review - Writing practice - Chapter 3: Focus A: Verb form	<i>Mr. Thomas</i> Listening Chapter 2: Skill C Speaking Integrated speaking – listen to lecture, summarize in own words	
11	<i>Ms. Anh Loan</i> Reading Chapter 2: Skills D, E & F		<i>Mr. Thomas</i> Listening Chapter 2: Skill D	<i>Ms. Anh Loan</i> Writing Chapter 3: Focus B Grammar	

			Speaking Integrated speaking – listen to lecture, summarize in own words	Chapter 4: Verbs	
12	<i>Mr. Thomas</i> Listening Chapter 2: Skill E Speaking Speaking naturally – specific pronunciation points		<i>Ms. Anh Loan</i> Reading - Chapter 2: Review A – F - Chapter 3: Focus A & B	<i>Mr. Thomas</i> Listening Chapter 2: Skill E Speaking Speaking naturally – specific pronunciation points	
13	Holiday				
14	<i>Ms. Anh Loan</i> Reading Practice Grammar <i>Chapter 5: Pronouns</i>		<i>Mr. Thomas</i> Listening & Speaking Review and practice tests	<i>Ms. Anh Loan</i> Grammar - Chapter 6: Basic patterns	
15	<i>Mr. Thomas</i> Listening & Speaking Practice tests		<i>Ms. Anh Loan</i> Grammar Chapter 7: Style	<i>Mr. Thomas</i> FINAL TEST	

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2	www.englishclub.com	EnglishClub.com is a wonderful club. Please feel free to use it in any way you wish to learn English. They answer all of your emails and try to give you the support you need in learning English.
3	www.english-at-home.com	Learn English grammar, vocabulary, verbs and speaking with ESL games, an English newsletter and more.
4	www.learn-english-today.com	Free lessons and activities designed to help you learning English better.
5	http://www.examenglish.com/	Free practice for international certificates.
6	http://www.eslbee.com/index.htm	It's good for learning and practicing writing skill.
7	http://www.bbc.co.uk	Enjoy this wonderful website. You can practice your English through news.
8	http://gocsm.net/sevas/esl/gramcheck/#singpl	There are a lot of grammar exercises on this website.
9	http://gmat-grammar.blogspot.com/2006/07/wether-vs-if.html	You can find useful grammatical points here, especially confusing ones.
10	http://www.freerice.com	You can do charity while learning vocabulary here.

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			<p>speaking – listen to passage, orally express opinions</p>		
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10	<p><i>Ms. Anh Loan</i></p> <p>Writing</p> <p>- Vocabulary review</p> <p>- Writing practice</p> <p>- Chapter 3: Focus A: Verb form</p>		<p><i>Mr. Thomas</i></p> <p>Listening</p> <p>Chapter 2: Skill C</p> <p>Speaking</p> <p>Integrated speaking-conversations, focus on problems and solutions</p>	<p><i>Ms. Anh Loan</i></p> <p>Reading</p> <p>Chapter 2: Skill D & E</p>	
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	Integrated speaking – listen to lecture, summarize in own words			Integrated speaking – listen to lecture, summarize in own words	
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