

# **TOEFL PREPARATION COURSE SYLLABUS**

## **INTERMEDIATE CLASS**

### **68 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: anhloanguyennhu@yahoo.com

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

Hand phone: 01264844038

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

#### **II. Time**

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

From **October 5, 2011** to **December 29, 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*, 4<sup>th</sup> 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.)

- 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)

Hall, T. & others (2007), *How to master skills for the TOEFL iBT \_ Reading – Intermediate*, HCMC General Publisher, HCMC.

Link, W. & others (2007), *How to master skills for the TOEFL iBT \_ Listening – Intermediate*, HCMC General Publisher, HCMC.

Macgillivray, M., Yancey, P. & Malarcher, C. (2009), *Mastering skills for the TOEFL iBT \_ Intermediate*, Tre Publisher, HCMC.

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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	<a href="http://www.nonstopenglish.com">www.nonstopenglish.com</a>	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	<a href="http://www.englishclub.com">www.englishclub.com</a>	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	<a href="http://www.english-at-home.com">www.english-at-home.com</a>	Learn English grammar, vocabulary, verbs and

		speaking with ESL games, an English newsletter and more.
4	<a href="http://www.learn-english-today.com">www.learn-english-today.com</a>	Free lessons and activities designed to help you learning English better.
5	<a href="http://www.examenglish.com/">http://www.examenglish.com/</a>	Free practice for international certificates.
6	<a href="http://www.eslbee.com/index.htm">http://www.eslbee.com/index.htm</a>	It's good for learning and practicing writing skill.
7	<a href="http://www.bbc.co.uk">http://www.bbc.co.uk</a>	Enjoy this wonderful website. You can practice your English through news.
8	<a href="http://gocsm.net/sevas/esl/gramcheck/#singpl">http://gocsm.net/sevas/esl/gramcheck/#singpl</a>	There are a lot of grammar exercises on this website.
9	<a href="http://gmat-grammar.blogspot.com/2006/07/wether-vs-if.html">http://gmat-grammar.blogspot.com/2006/07/wether-vs-if.html</a>	You can find useful grammatical points here, especially confusing ones.
10	<a href="http://www.freerice.com">http://www.freerice.com</a>	You can do charity while learning vocabulary here.

**VIII. Course diary**

Day Week	Monday	Tuesday	Wednesday	Thursday	Friday
1			<i>English placement test</i>		
2	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1: Skill A</b></p> <p><b>Speaking</b></p> <p><b>Introduction - Practice reading out loud, focus on pronunciation</b></p>		<p><i>Ms. Anh Loan</i></p> <p><b>Writing</b></p> <p><b>Chapter 1: Skill C</b></p>	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1: Skill A</b></p> <p><b>Speaking</b></p> <p><b>Introduction - Practice reading out loud, focus on pronunciation</b></p>	
3	<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p><b>Chapter 1: Skills A &amp; B</b></p>		<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1: Skill B</b></p> <p><b>Speaking</b></p> <p><b>Organizing – independent speaking – personal experiences</b></p>	<p><i>Ms. Anh Loan</i></p> <p><b>Grammar</b></p> <p>- Adjective /Adverb confusion</p> <p>- Adjectives after verbs of sensation</p> <p>- Noun adjectives</p> <p>- Hyphenated or compound adjectives</p>	

				- Few, little, much, & many	
4	<p><i>Mr. Thomas</i></p> <p><b><i>Listening</i></b></p> <p><b>Chapter 1: Skill C</b></p> <p><b><i>Speaking</i></b></p> <p><b>Synthesizing information – summarizing written passages – restating in own words</b></p>		<p><i>Ms. Anh Loan</i></p> <p><b><i>Reading</i></b></p> <p><b>Chapter 1: Skill C + Review A - C</b></p>	<p><i>Mr. Thomas</i></p> <p><b><i>Listening</i></b></p> <p><b>Chapter 1: Skill C</b></p> <p><b><i>Speaking</i></b></p> <p><b>Synthesizing information – summarizing written passages – restating in own words</b></p>	
5	<p><i>Ms. Anh Loan</i></p> <p><b><i>Reading</i></b></p> <p><b>Chapter 1: Skills D &amp; E</b></p>		<p><i>Mr. Thomas</i></p> <p><b><i>Listening</i></b></p> <p><b>Chapter 1: Skill E</b></p> <p><b><i>Speaking</i></b></p> <p><b>Integrated speaking – listen to passage, orally express opinions</b></p>	<p><i>Ms. Anh Loan</i></p> <p><b><i>Writing</i></b></p> <p><b>Chapter 1: Skill D</b></p>	
6	<p><i>Mr. Thomas</i></p> <p><b><i>Listening</i></b></p>		<p><i>Ms. Anh Loan</i></p> <p><b><i>Reading</i></b></p>	<p><i>Mr. Thomas</i></p> <p><b><i>Listening</i></b></p>	

	<p><b>Chapter 1: Skill E</b></p> <p><i>Speaking</i></p> <p><b>Integrated speaking – listen to passage, orally express opinions</b></p>		<p><b>Chapter 1: Skill F + Review A - F</b></p>	<p><b>Chapter 1: Skill E</b></p> <p><i>Speaking</i></p> <p><b>Structuring of oral responses – independent speaking – personal preferences – focus on transitions</b></p>	
7	<i>No class</i>				
8	<p><i>Ms. Anh Loan</i></p> <p><b>Grammar</b></p> <ul style="list-style-type: none"> <li>- Cause and result</li> <li>- Articles</li> <li>- Too, very, and enough</li> <li>- Negation</li> <li>- Practice</li> <li>- Writing correction</li> </ul>		<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 1: Skill D</b></p> <p><i>Speaking</i></p> <p><b>Structuring of oral responses – independent speaking – personal preferences – focus on transitions</b></p>	<p><i>Ms. Anh Loan</i></p> <p><b>Mid-term test</b></p>	
9	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 2: Skill A</b></p>		<p><i>Ms. Anh Loan</i></p> <p><i>Reading</i></p> <p><b>Chapter 2: Skills A &amp; B</b></p>	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 2: Skill B</b></p>	



	<p><i>Speaking</i></p> <p><b>Integrated speaking – state key points written/spoken passages, focus on similarities/ Contrasts</b></p>			<p><i>Speaking</i></p> <p><b>Integrated speaking-conversations , focus on problems and solutions</b></p>	
10	<p><i>Ms. Anh Loan</i></p> <p><i>Writing</i></p> <p><b>Chapter 2: Skill B</b></p>		<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 2: Skill C</b></p> <p><i>Speaking</i></p> <p><b>Integrated speaking-conversations, focus on problems and solutions</b></p>	<p><i>Ms. Anh Loan</i></p> <p><i>Reading</i></p> <p><b>Chapter 2: Skill C &amp; Review A – C</b></p>	
11	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 2: Skill C</b></p> <p><i>Speaking</i></p> <p><b>Integrated speaking – listen to</b></p>		<p><i>Ms. Anh Loan</i></p> <p><i>Writing</i></p> <p>- Vocabulary review</p> <p>- Writing practice</p> <p>- Chapter 3: Focus A: Verb form</p>	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 2: Skill D</b></p> <p><i>Speaking</i></p> <p><b>Integrated speaking – listen to</b></p>	

	<b>lecture, summarize in own words</b>			<b>lecture, summarize in own words</b>	
12	<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p><b>Chapter 2: Skills D, E &amp; F</b></p>		<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 2: Skill E</b></p> <p><b>Speaking</b> Speaking naturally – specific pronunciation points</p>	<p><i>Ms. Anh Loan</i></p> <p><b>Writing</b></p> <p><b>Chapter 3: Focus B</b></p> <p><b>Grammar</b></p> <p>Chapter 4: Verbs</p>	
13	<p><i>Mr. Thomas</i></p> <p><b>Listening &amp; Speaking</b></p> <p><b>Review and practice tests</b></p>		<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p>- Chapter 2: <b>Review A – F</b></p> <p>- Chapter 3: <b>Focus A &amp; B</b></p>	<p><i>Mr. Thomas</i></p> <p><b>FINAL TEST</b></p>	

# **TOEFL PREPARATION COURSE SYLLABUS**

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3	<a href="http://www.english-at-home.com">www.english-at-home.com</a>	Learn English grammar, vocabulary, verbs and

		speaking with ESL games, an English newsletter and more.
4	<a href="http://www.learn-english-today.com">www.learn-english-today.com</a>	Free lessons and activities designed to help you learning English better.
5	<a href="http://www.examenglish.com/">http://www.examenglish.com/</a>	Free practice for international certificates.
6	<a href="http://www.eslbee.com/index.htm">http://www.eslbee.com/index.htm</a>	It's good for learning and practicing writing skill.
7	<a href="http://www.bbc.co.uk">http://www.bbc.co.uk</a>	Enjoy this wonderful website. You can practice your English through news.
8	<a href="http://gocsm.net/sevas/esl/gramcheck/#singpl">http://gocsm.net/sevas/esl/gramcheck/#singpl</a>	There are a lot of grammar exercises on this website.
9	<a href="http://gmat-grammar.blogspot.com/2006/07/wether-vs-if.html">http://gmat-grammar.blogspot.com/2006/07/wether-vs-if.html</a>	You can find useful grammatical points here, especially confusing ones.
10	<a href="http://www.freerice.com">http://www.freerice.com</a>	You can do charity while learning vocabulary here.

**VIII. Course diary**

Day Week	Monday	Tuesday	Wednesday	Thursday	Friday
1			<i>English placement test</i>		
2	<p><i>Ms. Anh Loan</i></p> <p><b>Writing</b></p> <p><b>Chapter 1: Skill C</b></p>		<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1: Skill A</b></p> <p><b>Speaking</b></p> <p><b>Introduction - Practice reading out loud, focus on pronunciation</b></p>	<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p><b>Chapter 1: Skills A &amp; B</b></p>	
3	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1: Skill A</b></p> <p><b>Speaking</b></p> <p><b>Introduction - Practice reading out loud, focus on pronunciation</b></p>		<p><i>Ms. Anh Loan</i></p> <p><b>Grammar</b></p> <p>- Adjective / Adverb confusion</p> <p>- Adjectives after verbs of sensation</p> <p>- Noun adjectives</p> <p>- Hyphenated or</p>	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1: Skill B</b></p> <p><b>Speaking</b></p> <p><b>Organizing – independent speaking – personal experiences</b></p>	



			<p>compound adjectives</p> <p>- Few, little, much, &amp; many</p>		
4	<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p><b>Chapter 1:</b> <b>Skill C +</b> <b>Review A - C</b></p>		<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1:</b> <b>Skill C</b></p> <p><b>Speaking</b></p> <p><b>Synthesizing information –</b> <b>summarizing written</b> <b>passages –</b> <b>restating in</b> <b>own words</b></p>	<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p><b>Chapter 1:</b> <b>Skills D &amp; E</b></p>	
5	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1:</b> <b>Skill C</b></p> <p><b>Speaking</b></p> <p><b>Synthesizing information –</b> <b>summarizing written</b> <b>passages –</b> <b>restating in</b> <b>own words</b></p>		<p><i>Ms. Anh Loan</i></p> <p><b>Writing</b></p> <p><b>Chapter 1:</b> <b>Skill D</b></p>	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1:</b> <b>Skill E</b></p> <p><b>Speaking</b></p> <p><b>Integrated speaking –</b> <b>listen to</b> <b>passage,</b> <b>orally</b> <b>express</b> <b>opinions</b></p>	
6	<p><i>Ms. Anh Loan</i></p>		<p><i>Mr. Thomas</i></p>	<p><i>Ms. Anh Loan</i></p>	

	<p><b>Reading</b></p> <p><b>Chapter 1:</b> <b>Skill F +</b> <b>Review A - F</b></p>		<p><b>Listening</b></p> <p><b>Chapter 1:</b> <b>Skill E</b></p> <p><b>Speaking</b></p> <p><b>Integrated speaking – listen to passage, orally express opinions</b></p>	<p><b>Grammar</b></p> <ul style="list-style-type: none"> <li>- Cause and result</li> <li>- Articles</li> <li>- Too, very, and enough</li> <li>- Negation</li> <li>- Practice</li> <li>- Writing correction</li> </ul>	
7	<i>No class</i>				
8	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1:</b> <b>Skill E</b></p> <p><b>Speaking</b></p> <p><b>Structuring of oral responses – independent speaking – personal preferences – focus on transitions</b></p>		<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p><b>Chapter 2:</b> <b>Skills A &amp; B</b></p>	<p><i>Mr. Thomas</i></p> <p><b>Mid-term test</b></p>	
9	<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p><b>Chapter 2:</b> <b>Skill C &amp;</b> <b>Review A – C</b></p>		<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 1:</b> <b>Skill D</b></p> <p><b>Speaking</b></p>	<p><i>Ms. Anh Loan</i></p> <p><b>Writing</b></p> <p><b>Chapter 2:</b> <b>Skill B</b></p>	

			<p><b>Structuring of oral responses – independent speaking – personal preferences – focus on transitions</b></p>		
10	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 2: Skill A</b></p> <p><i>Speaking</i></p> <p><b>Integrated speaking – state key points written/spoken passages, focus on similarities/ Contrasts</b></p>		<p><i>Ms. Anh Loan</i></p> <p><i>Writing</i></p> <p>- Vocabulary review</p> <p>- Writing practice</p> <p>- Chapter 3: Focus A: Verb form</p>	<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 2: Skill B</b></p> <p><i>Speaking</i></p> <p><b>Integrated speaking-conversations , focus on problems and solutions</b></p>	
11	<p><i>Ms. Anh Loan</i></p> <p><i>Reading</i></p> <p><b>Chapter 2: Skills D, E &amp; F</b></p>		<p><i>Mr. Thomas</i></p> <p><i>Listening</i></p> <p><b>Chapter 2: Skill C</b></p> <p><i>Speaking</i></p> <p><b>Integrated speaking-conversations, focus on</b></p>	<p><i>Ms. Anh Loan</i></p> <p><i>Writing</i></p> <p><b>Chapter 3: Focus B Grammar</b></p> <p>Chapter 4: Verbs</p>	

			<b>problems and solutions</b>		
12	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 2: Skill C</b></p> <p><b>Speaking</b></p> <p><b>Integrated speaking – listen to lecture, summarize in own words</b></p>		<p><i>Ms. Anh Loan</i></p> <p><b>Reading</b></p> <p><b>- Chapter 2: Review A – F</b></p> <p><b>- Chapter 3: Focus A &amp; B</b></p>	<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 2: Skill D</b></p> <p><b>Speaking</b></p> <p><b>Integrated speaking – listen to lecture, summarize in own words</b></p>	
13	<p><i>Ms. Anh Loan</i></p> <p><b>Reading Practice</b></p> <p><b>Grammar</b></p> <p><b>- Chapter 6: Basic patterns</b></p>		<p><i>Mr. Thomas</i></p> <p><b>Listening</b></p> <p><b>Chapter 2: Skill E</b></p> <p><b>Speaking</b></p> <p><b>Speaking naturally – specific pronunciation points</b></p>	<p><i>Ms. Anh Loan</i></p> <p><b>FINAL TEST</b></p>	
			<p><b>Listening &amp; Speaking</b></p> <p><b>Review and practice tests</b></p>		