

## ESOL Books & Materials

### A Guide to the Literacy Council's Resources

#### BEGINNING LEVEL BOOKS & MATERIALS

TITLE OF BOOK	SKILL AREA(S)	EXPLANATION OF CONTENTS
Survival English Books 1 & 2	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, pictures and simple grammar explanations, user-friendly. Great for students who have very little English. Comes with teacher's edition.
English No Problem! Literacy level & book 1	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, very user friendly, clear progression of skill areas and topics covered. Comes with reproducible masters. Teacher's edition is very easy to use.
Passage to ESL Literacy	Conversation, Grammar, Reading & Writing	Contains sections devoted to visual and auditory discrimination for the pre-literate student. Provides practice in the following areas: sounds, sight word recognition, beginning reading and writing, and cursive writing.
Longman ESL Literacy	Conversation, Grammar, Reading & Writing	Lifeskills based instruction for the low beginner. Starts with alphabet, numbers, time, money, goes through job applications.
Ready To Go Book 1	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, lots of focus on dialogue. Comes with audio CDs, workbook, and a very user-friendly teacher's manual.
Expressways – Book 1	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, lots of colorful pictures, grammar charts, short dialogues and reading passages. Comes with activity workbook and extensive teacher's edition.
English for the Spanish Speaker Book 1	Conversation, Grammar, Reading & Writing	Bilingual (English/Spanish) book for the Spanish speaker who wants to learn to read, write and speak English. Contains stories, conversations, activity pages, vocabulary lists, games, etc.
Reading & Spelling for the Spanish Speaker Book 1	Reading & Spelling	Bilingual (English/Spanish) book that helps Spanish speakers learn to read and spell English using a phonemic, systematic approach. Also presents sight words that are not phonetic.
Easy True Stories & Very Easy True Stories	Conversation, Grammar, Reading & Writing	Beginning readers containing 20 simple illustrated stories with vocabulary, grammar, reading comprehension, writing, and conversation activities .
Health Stories (3 levels)	Conversation, Grammar, Reading & Writing	Beginner reader containing stories and activities related to health and nutrition.
In The Know Book 1	Reading & Writing	Variety of reading selections with accompanying reading comprehension and writing exercises.
Action English Pictures	Vocabulary	Picture sequences. Great to use in conjunction with the Total Physical Response technique.
Oxford Picture Dictionary	Vocabulary	Monolingual English or bilingual in Russian, Chinese, Japanese, Korean, or Spanish. Comes with workbooks.
Picture Words: Flashcards	Vocabulary	Each card contains the word in big bold letters on both sides and a corresponding colorful picture on one side.
Alphabet Flashcards	Letters	Each card presents a letter on one side and a colorful picture representing that letter on the other side.
Beginning Sight Words: Flashcards	Vocabulary	Contains 110 basic words, those most frequently used in beginning reader books.

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#### INTERMEDIATE LEVEL BOOKS & MATERIALS

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
Survival English Book 3	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, pictures and simple grammar explanations, user-friendly. Comes with teacher's edition.
English No Problem! Books 2 & 3	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, very user friendly, clear progression of skill areas and topics covered. Comes with workbook. Teacher's edition is very easy to use.
Ready To Go Books 2 & 3	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, lots of focus on dialogue. Comes with audio CDs, workbook, and a very user-friendly teacher's manual.
English for the Spanish Speaker Books 2 & 3	Conversation, Grammar, Reading & Writing	Bilingual (English/Spanish) book for the Spanish speaker who wants to learn to read, write and speak English. Contains stories, conversations, activity pages, vocabulary lists, games, etc.
Reading & Spelling for the Spanish Speaker Books 2 & 3	Reading & Spelling	Bilingual (English/Spanish) book that helps Spanish speakers learn to read and spell English using a phonemic, systematic approach. Also presents sight words that are not phonetic.
Introducing the USA & All About the USA	Conversation, Grammar, Reading & Writing	Variety of reading selections on the theme of US culture, with accompanying reading comprehension, grammar, discussion, and writing exercises.
New Land, New Language	Conversation, Grammar, Reading & Writing	Intermediate reader with true stories of various immigrant families' experiences. Comes with reading, writing, vocabulary, grammar, and discussion exercises
Celebrate With Us	Conversation, Grammar, Reading & Writing	Intermediate reader with chapters on major US holidays. Vocabulary, grammar, reading, writing, and discussion exercises.
True Stories in the News & More True Stories	Conversation, Grammar, Reading & Writing	Intermediate readers of approx, 20 stories with vocabulary, grammar, reading comprehension, writing, and conversation activities .

#### ADVANCED LEVEL BOOKS & MATERIALS

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
English No Problem! Book 4	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, very user friendly, clear progression of skill areas and topics covered. Comes with workbook. Teacher's edition is very easy to use.
Ready to Go Book 4	Conversation, Grammar, Reading & Writing	Lifeskills-based instruction, lots of focus on dialogue. Comes with audio CDs, workbook, and a very user-friendly teacher's manual.
English for the Spanish Speaker Book 4	Conversation, Grammar, Reading & Writing	Bilingual (English/Spanish) book for the Spanish speaker who wants to learn to read, write and speak English. Contains stories, conversations, activity pages, vocabulary lists, games, etc.
Reading & Spelling for the Spanish Speaker Books 4 & 5	Reading & Spelling	Bilingual (English/Spanish) book that helps Spanish speakers learn to read and spell English using a phonemic, systematic approach. Also presents sight words that are not phonetic.

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TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
United States of America: Stories, Maps, Activities Books 1-4	Reading, vocabulary & writing	Bilingual (English/Spanish) book that helps Spanish speaking students to improve their literacy in English, Spanish, history and geography. Each book contains stories, maps, and activities. Book 1: Alabama-Idaho, Book 2: Illinois-Missouri, Book 3: Montana-Pennsylvania, Book 4: Rhode Island-Wyoming
In the Know Book 4	Reading & Writing	Variety of reading selections with accompanying reading comprehension and writing exercises.
Challenger Books 3 - 8	Reading, Writing, Vocabulary & Spelling	Variety of reading selections with accompanying reading comprehension, vocabulary, writing and spelling exercises.
Building Real Life English Skills	Conversation, Grammar, Reading & Writing	Content-based instruction. Includes job application forms, bank forms, maps, charts & graphs. Contains reading, writing, spelling, grammar, & punctuation activities.
Writer's Choice: Grammar & Composition	Writing	An academic book used for high school students. Includes explanations in different types of writing (i.e. descriptive, narrative, persuasive); and a unit on grammar, usage & mechanics.
Discoveries in Writing	Writing	Designed for high-intermediate to advanced nonnative speakers at the pre-freshman composition level. Explains the process of and requirements for English academic writing in Western culture.
A Writing Book English in Everyday Life	Writing	A teacher's resource book containing over 100 photocopiable everyday writing lessons, including journals, notes and messages, postal services, banking, employment, etc.
The Winston Reader	Reading & Writing	Contains a variety of high interest short stories for the advanced-level reader. Each story is followed by reading comprehension questions and writing suggestions.

#### PRONUNCIATION BOOKS & MATERIALS

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
Clear Speech from the Start	Pronunciation	Pronunciation explanations and activities for the beginning level student. Focuses on rhythm, intonation, and stress of language. Comes with teacher's guide.
Clear Speech	Pronunciation	Pronunciation explanations and activities for the intermediate to advanced level student. Focuses on rhythm, intonation, and stress of language. Comes with teacher's guide.
Pronunciation Pairs	Pronunciation	Provides exercises to help students pronounce individual sounds correctly. Includes pictures that demonstrate tongue placement. Comes with a teacher's guide.
Focus on Phonics Books 1-4	Pronunciation & Spelling	Exercises to teach and practice consonants, short & long vowel sounds and vowel & consonant clusters. Comes with a teacher's edition.
Phonics: A Sounds Approach	Pronunciation	A variety of exercises to work on alphabet sounds.

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#### JOB-SPECIFIC BOOKS & MATERIALS

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
On the Job English	Reading, Writing & Conversation	Units cover the following topics: communicating about a job, following safety procedures, working with others, and using company communications. Each chapter starts with a dialogue and contains activities for discussion. Low Intermediate level. Comes with workbook and teacher's guide.
English ASAP: Connecting English to the Workplace Literacy Level & Book 1	Reading, Writing & Conversation	Units cover the following topics: communication, your workplace, technology, time management, customer service, culture of work, finances, health & safety, working with people and career development. Great for low and high beginning students. Book 1 comes with workbook, teacher's guide and cassette.
Hotel English	Reading, & Conversation	Housekeepers, public area attendants and kitchen workers can learn how to communicate with hotel guests, co-workers and supervisors through authentic workplace conversations. Comes with teacher's guide. Beginning/low-intermediate level.
Main Course: Language & Skills for Restaurant Workers	Vocabulary & Conversation	Provides front line personnel in restaurants with job-related vocabulary & language and the basic skills needed to perform the various tasks in restaurant work. Intermediate level.
Speaking Up At Work	Vocabulary & Conversation	This textbook was designed to help adults with limited English proficiency be successful employees. Deals with topics such as: greeting & addressing people, phoning in sick, asking for help, understanding safety rules, apologizing, and much more. Comes with teacher's guide. Intermediate level.
Let's Work Safely	Reading, Writing, Vocabulary & Conversation	Teaches English language skills for safety in the workplace. Low-Intermediate level.
Working in English	Vocabulary & Conversation	Teaches beginning level ESL students how to communicate and function effectively in the world of work.
ESL For Action: Problem Posing at Work	Reading, Writing, & Conversation	Intended for high-intermediate to advanced level students. This text teaches communication skills for those students who are working or are about to begin working. Comes with teacher's guide.
The Complete: Get That Job!	Reading & Writing	Helps students understand their strengths and how to sell them to an employer. It covers all the tools of a job search: resumes, cover letters, job networking and more. High intermediate level.
Hotel/Motel Words	Vocabulary	Vocabulary workbook for students working in a hotel or motel.
Hospital Jobs	Reading & Writing	Readings that describe different jobs in a hospital setting.
Store Words	Vocabulary	Readings that describe different jobs in a retail setting.
The Job Box	Reading	An occupational resource module consisting of 56 booklets each describing a different entry-level job opportunity. The booklets offer students the opportunity to analyze the duties, requirements and rewards of many jobs. Contains teacher's guide.

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#### CITIZENSHIP BOOKS & MATERIALS

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
Welcome to the U.S.: A Guide for New Immigrants (available in English or Spanish)	Reading	This book was published by the U.S. Citizenship and Immigration Services (former INS) as a guide for permanent residents of the U.S. (i.e. green card holders or refugees). It contains chapters on rights and responsibilities of a legal permanent resident, getting settled in the U.S., education & child care, emergencies & safety, learning about the U.S., and becoming a U.S. citizen.
Passing the US Citizenship Exam	Reading, Writing, Conversation	For intermediate to advanced students. Composed of 12 lessons American history and government as well as lessons on the interview, the oath, the application form, and more.
Citizenship: Passing the Test	Reading, Writing, Pronunciation	For beginners. Contains information about U.S. history and government as well as practice sentences for the reading and writing portions of the test.
Citizenship: Ready for the Interview	Reading, Writing, Conversation	For intermediate students. All about the interview, with lots of practice activities.
Getting Your Citizenship	Reading & Writing	An ESL citizenship preparation textbook for low-intermediate to intermediate level students. Composed of 20 lessons covering the essentials of American history and government.
Civics Flash Cards	Test preparation	Published by USCIS. Colorful flash cards with the 100 citizenship test questions. (answers on the back of ea. card)
US Flash Cards	Test preparation	Each card has a picture of a state with its capital and other interesting information.
US Map Puzzles	Test preparation	Puzzles are maps of the U.S. There is one piece for each state.
Across the U.S. – State by State Reading & Language Activities	Reading, Writing & Speaking	52 geographic-themed lessons to help develop reading, vocabulary, comprehension, discussion and writing.
Citizenship: Success at your INS Interview (VIDEO)	Listening & Speaking	From the waiting room to completing the interview – this video takes you through the citizenship interview step by step. It provides actual practice on answering oral questions with realistic INS examiners.
US History Video Collection	Listening & Speaking	20 videos on US history from the origins of the United States to the year 2000. Each video is 35 minutes. Some videos have a paper insert in the box with suggestions for discussion questions.
HIAS Guide to US Citizenship	Reading	Bilingual (Russian/English) book for people preparing to take the citizenship test. Contains information about becoming a citizen and about US history and government.
Government Today	Reading	Advanced level reading selections about US government
Our United States	Reading	A state-by-state advanced level reader.
We the People	Reading	A high-intermediate reader with chapters on US government and responsibilities of citizens.
Contemporary's American History, books 1 & 2	Vocabulary & Reading	This text summarizes the main events in U.S. history through 2004. High-intermediate/advanced level. Comes with teacher's editions.
The White House	Reading	Explains the history of the White House: how it was built, what it's like inside, who has lived there, and how it is currently used. Intermediate level.
The Living Constitution	Reading	Gives the history of the constitution, explains the articles and the amendments, and contains a variety of case studies of major cases i.e. Brown vs. Board of Education

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TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
Choices: It's Your Right	Reading, Writing, Conversation	This text enables ESL learners to develop their awareness of a variety of institutions and organizations as invaluable resources in their own communities. Includes topics such as: getting a driver's license, reporting a crime, immigrants rights and citizenship, and more. High-intermediate level.
The American People	Reading & Writing	A readable, high-interest American history workbook for mature learners. Advanced level.
This Land is Your Land	Reading, Writing & Conversation	This text is for people preparing to become U.S. citizens and for people applying for permanent residency under the amnesty program. It covers the U.S. government and history content the INS requires. Beginning level.

#### REFERENCE BOOKS: TEACHER REFERENCE

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
Creative Cards	Grammar, Vocabulary, & Conversation	A collection of 288 picture-cards plus sixty suggested activities that are easy to use and are fun for students. Beginning & Intermediate Levels.
Teacher Survival Kit: For Teacher's of Hispanic Students	Teacher Reference	A great resource book with a wealth of information about Hispanic culture. Also gives successful techniques for presenting difficult sounds and of reducing pronunciation errors.
Teaching English	Teacher Reference	This text deals primarily with imparting basic language skills in English to students who are studying English as a foreign language on either the high school, university or the adult level.
Teaching Across Cultures in the University ESL Program	Teacher Reference	"To become effective users of American English, students must learn to communicate within the context of American culture." Learn about the dynamics of culture and the ESL classroom through a series of essays.
Beyond Language: Cross-Cultural Communication	Vocabulary, Reading, Writing & Conversation	This book helps its readers understand and adapt to American culture. It also helps its readers better communicate with speakers of American English.
Notebook of Reproducible Flash Cards	Vocabulary	This notebook contains concentration cards, matching cards, word cards, and role play cards.
ESL Tutor Survival Kit	Teacher Reference	A collection of interactive games, gadgets and great ideas that can help tutors share the mysteries and madness of English.
ESL Tutor Survival Kit: More Great Ideas!	Teacher Reference	A collection of interactive games, gadgets and great ideas that can help tutors share the mysteries and madness of English.
Book of Forms	Reading & Writing	Contains 25 commonly encountered forms & applications related to employment, money & credit, taxation, health, marriage, etc.

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#### REFERENCE BOOKS: CIVICS/CITIZENSHIP/READING

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
A First Look at the USA	Reading, Writing & Speaking	Written for the low-intermediate level student, this book contains readings written primarily in the present tense and cover subjects such as Washington D.C., famous artists & entertainers, inventions, holidays and more.
Introducing the USA	Reading, Writing & Speaking	Low-intermediates expand their knowledge of the USA as they read about Native Americans, holidays, the 50 states, the US flag, and more.
All about the USA	Reading, Writing & Speaking	Features 30 units focusing on typically American people, places, culture and food. For low-intermediate students.
More about the USA	Reading, Writing & Speaking	Features 24 units about people, places, living things, great moments, and US culture. For advanced students.
Celebrate with Us	Reading , Writing & Speaking	Beginning to intermediate level. 22 units concentrate on well-known U.S. holidays and festivals.
Herald Tribune - In the News	Reading, Writing, Vocabulary & Conversation	This collection of 30 articles from the <i>International Herald Tribune</i> -an in-depth English-language newspaper distributed worldwide- helps students become independent, efficient, and critical readers. Comes with teacher's guide. High-intermediate/advanced level.
Time -We the People	Reading, Writing, Vocabulary & Conversation	This collection of authentic articles from recent issues of <i>TIME</i> magazine is a unique and fascinating reader for students of English at the high-intermediate and advanced levels.
USA Today - Read All About It	Reading, Writing, Vocabulary & Conversation	This is a collection of 45 articles from the newspaper, <i>USA Today</i> . The articles and exercises will help readers become independent, efficient and critical readers and thinkers. Advanced level.
Crossroads USA - Chicago Tribune	Reading, Writing, Vocabulary & Conversation	This is a collection of 25 recently published articles from the <i>Chicago Tribune</i> . Featuring authentic news and feature stories, essays and editorials which give insight into the culture and language of the people of the U.S. Advanced level.

#### REFERENCE BOOKS: GRAMMAR

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENT
Basic English Grammar	Grammar, Vocabulary, & Conversation	Excellent teacher's resource and student workbook for the high beginning/low intermediate level student. Explains grammar structures in an easy to understand format. Includes written and oral exercises to practice target grammar. Has accompanying answer key. Tutors may photocopy sections they want to use with their students.
Fundamentals of English Grammar	Grammar, Vocabulary & Conversation	Same format as Basic English Grammar. This book is for intermediate - advanced level students. Has accompanying workbook for additional exercises.
Understanding & Using English Grammar	Grammar, Vocabulary & Conversation	Same format as Basic English Grammar & Fundamentals of English Grammar. This book is for high intermediate/advanced level students. Has accompanying workbook for additional exercises.
Fun with Grammar	Grammar & Conversation	This book is to be used in conjunction with: Basic English Grammar, Fundamentals of English Grammar and Understanding & Using English Grammar. Contains fun oral activities for practicing target grammar. Reproducible

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TITLE	SKILL AREA(S)	EXPLANATION OF CONTENT
		activities. A great resource!!
Basic Grammar in Use	Grammar	Both tutors and students love this book! Contains easy to understand explanations of grammar structures with lively pictures and plenty of practice exercises.
Basic Grammar in Use: Intermediate	Grammar	Same format as Basic Grammar in Use. This book is for the intermediate/advanced level student.
The Verb Well Books 1 & 2	Grammar	A reproducible, illustrated collection of verbs, verb forms and verb use (150 verbs). All levels.
Advanced English Grammar	Grammar	Prepares advanced students for graduate and undergraduate level academic reading & writing. Comes with answer key. Advanced level.
English Grammar & Composition	Teacher Reference	Find out the answer to any grammar question that arises as you are working with your student.
Habrace ESL Workbook	Teacher Reference	Includes units on grammar, mechanics, punctuation, spelling & compositions.
Grammatica de la Lengua Inglesa	Grammar	Contains Spanish explanations of target grammar (tenses, parts of speech, etc) with accompanying practice exercises.
Three Little Words	Grammar	This book focuses on the use of articles (a, an, the). Contains explanation and practice exercises.
The Grammar Book	Grammar	A source for grammar reference and teaching guidance.
Prepositions are Important	Grammar, Writing & Conversation	This text contains examples of preposition usage, open-ended exercises, review exercises, reading with prepositions in context, a list of common errors & a complete answer key to the review exercises. Advanced level.
Prepositions Illustrated	Grammar	Focuses on one preposition at a time with abundant examples, reading passages, exercises and student participation. Covers 38 prepositions and over 200 usages with drawings to illustrate example sentences.
The Ultimate Phrasal Verb Book	Grammar	400 common phrasal verbs with examples showing how they are used in everyday American English
Testing your Grammar	Grammar	Each unit contains a pretest, a grammar explanation, exercises (mostly multiple choice and error recognition) and a final test.
Oxford Practice Grammar	Grammar	Reference and practice book for intermediate students. Gives clear explanations of English grammar with exercises.
The Ins and Outs of Prepositions	Grammar	Contains guidelines to help students understand how to use 61 different prepositions. Hundreds of examples place prepositions in familiar contexts.
Grammarwork Books 1, 2, 3, & 4	Grammar Workbooks	Contains practice examples with are neatly organized into real-life themes that make it easier to learn and remember grammar concepts. Book 1-Beginners, Book 2- High beginners, Book 3- Intermediates, Book 4- High Intermediates
Grammar to Go Books 1, 2, & 3	Grammar Workbooks	Offers student-focused streamlined practice of the fundamentals of English grammar. Book 1 – Beginners, Book 2 – Intermediates, Book 3 – Advanced
Grammar Games & More Grammar Games	Teacher Reference	Resource book for tutors containing material for a wide variety of games. Each game focuses on one or more points of English grammar.

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TITLE	SKILL AREA(S)	EXPLANATION OF CONTENT
Grammar Practice Activities	Grammar	Contains a collection of imaginative and interesting grammar practice activities suitable for a wide range of levels and ages.

#### REFERENCE BOOKS: WRITING

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
A Writing Book: English in Everyday Life	Writing	Over 100 reproducible writing lessons for English in everyday life.
Speak & Write	Conversation & Writing	Contains 20 supplementary conversation and writing activities for intermediate and advanced ESL students.
English for Academic Uses: A Writing Wrkbk.	Writing	Prepares ESL students to do academic work in English. Advanced level.
All Spelled Out	Spelling & Vocabulary	Introduces learners to spelling patterns and builds their dictionary skills. Words are presented in contexts needed in everyday life –in personal and job-related communication.
Writing Workout	Writing	An introductory writing program for adult and young-adult learns of ESL who have had at least limited exposure to both written and spoken English. Provides enough material for a 40-hour writing course. High-beginning/low-intermediate level.
Refining Composition Skills	Writing	Presents an integrated program of writing for high-intermediate and advanced ESL students. It combines extensive practice in rhetorical strategies and techniques with a review of appropriate grammatical structures and verb tenses.
To Write English	Writing & Grammar	Focuses on teaching ESL students to express their thoughts effectively and fluently. Advanced level.
Language in Daily Living	Punctuation & Capitalization	Explanations and exercises aimed at helping students improve their writing. Intermediate level.

#### REFERENCE BOOKS: PRONUNCIATION/CONVERSATION

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
Recipes for Tired Teachers	All skill areas	Spice up your lessons with this revised, classic collection of creative activities.
Pronunciation Practice Activities	Teacher Reference	A resource book for tutors looking for fresh ideas for pronunciation teaching. Contains a collection of pronunciation practice activities for a wide range of levels, using a variety of methods.
Talk-a-tivities	Conversation	Completely photocopiable pair activities to get your student(s) talking. Includes strip stories, picture differences, cooperative crosswords, map activities and more.
Discussions that Work	Conversation	Provides general guidelines on the organization of successful task-centered activities. 50+ suggestions for activities that generate discussion.
Keep Talking	Conversation	Over 100 different exercises including interviews, guessing games, problem solving, role playing and more.
Essential Functions for	Conversation	Presents simple basic language patterns and strategies for everyday conversation. Each of the 39 two-page units

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TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
Conversation		focuses on a common conversational function or situation.
A Conversation Book Books 1 & 2	Conversation	Presents an inviting student-centered approach to developing fluency in English conversations. Activities include: role playing, story telling, problem solving and more.
Pronunciation Card Games	Pronunciation	Contains instructions for 11 different pronunciation games as well as the cards for playing the games. All levels.
How to Teach Pronunciation	Teacher reference	A guide to the theory of pronunciation and to the practice skills required in its teaching.
Conversation Inspirations	Conversation	Contains over 2000 conversation topics. This focus of this book is to promote conversational fluency for ESL students.
Let's Talk Books 2 & 3	Conversation	This text is designed to develop oral communication skills. Contains interesting and innovative topics that encourage students to express their feelings, ideas and opinions. Book 2 is for intermediate level students. Book 3 is for high-intermediate level students.
Something to Talk About	Conversation	Each unit focuses on a universally common topic and asks students to talk about their own experiences, thereby drawing on existing vocabulary while developing communicative competence. Intermediate level.

#### REFERENCE BOOKS: VOCABULARY

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
English for Everyday Activities	Vocabulary	A picture-process dictionary that helps beginning students learn the skills they need to communicate the step-by-step aspects of daily occurrences.
Oxford Picture Dictionary	Vocabulary	The complete reference to essential everyday vocabulary. Illustrates over 3,700 words in full color, each defined in context. Available in English/Spanish, English/Russian, English/Chinese, and monolingual.
200 Words you Need to Know	Vocabulary	Contains 10 units which cover a wide range of basic vocabulary dealing with topics such as safety, the body, shopping, money, and jobs.
200 More Words you Need to Know	Vocabulary	A collection of 200 essential vocabulary words from American English.
101 Word Games	Vocabulary	Focuses primarily on language development through the use of high frequency vocabulary and structures. All levels.
Meaning Into Words	Vocabulary	Covers the functional, notional and grammatical areas that are important to students at the high-intermediate level. In each unit, students are taught the relationship between structures and meaning and learn how to use structures in a communicative context.
The ESL Miscellany	Vocabulary	A treasury of cultural and linguistic information. Lists of words related to selected topics.
Lexicary	Vocabulary	An illustrated vocabulary builder. Includes picture series that tell a "story".

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#### REFERENCE BOOKS: TOEFL

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
Barrons: How to Prepare for the TOEFL	All skill areas	In-depth preparation for the TOEFL exam. This text includes 8 full-length practice tests, all test questions answered and explained, an overview of the TOEFL and study tips and test-taking advice.
NTC's Preparation for the TOEFL	All skill areas	Helps develop the language skills and test-taking strategies needed to increase one's TOEFL score. Includes a sample test, scoring guidelines, tapescripts and answer keys.
Essential Words for TOEFL	Vocabulary	This text will familiarize students with hundreds of new words –then shows the student how to learn and use hundreds more with help from a dictionary and thesaurus.

#### REFERENCE BOOKS: IDIOMS

TITLE	SKILL AREA(S)	EXPLANATION OF CONTENTS
In No Time Flat	Conversation	This low-intermediate book provides students with opportunities to develop their ability to recognize, understand and use high-frequency idioms in authentic contexts in both written and spoken form.
Speak English like an American	Conversation	Book & CD set. Contains over 300 of today's most common American idioms and phrases. Dozens of exercises, translations and 25 lively dialogues. Available in English/Spanish and English/Russian.
Take it Easy	Conversation	Theme-based chapters, authentic contexts, extensive communication practice make it easy for high-intermediate to advanced students to gain fluency with American idioms and verbal phrases.
101 American English Idioms	Conversation	Contains common everyday idioms divided into 9 lighthearted sections. Each idiom has a standard English "translation" and is placed in a real-life context.