**TOEFL READING AND WRITING (CURRICULUM SUMMARY - F15)**

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Primary Text: Bruce Rogers. *The Complete Guide to the TOEFL Test.* Boston: Heinle, 2007. [*CGTT*]

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| # | Topic | Text/Materials | Description | Activities/Discussions |
| 1 | Course Introduction | -Handout  -*CGTT* contents and introduction | -Introduction of the instructor, students, course outcomes, text, learning strategies, and calendar.  -TOEFL Q and A  -”Ten Keys to Better TOEFL Scores” | Handout: “Getting to Know You.” |
| 2 | Introduction to TOEFL Reading Test | *CGTT* xi-xxi “Getting Started” | -Components, mechanics, and instructions for the TOEFL reading section. | Discussion: “Tactics for Reading” (*CGTT* 16) |
| 3 | Reading Preview Test | *CGTT* 17-26  *Answer Key* 86 | -Students will take a preview test (40m)  -We will look at the answers and discuss them together. | Practice Test  Discussion: “Advanced Study Skills” |
| 4 | RL1: “Factual Questions” | *CGTT* 27-47 |  |  |
| 5 | RL2: “Vocab Questions” | *CGTT* 48-62 |  | Activity: “Reading Tutorial: Vocabulary Building” (*CGTT* 188-228) |
| 6 | RL3: “Inference Questions” | *CGTT* 63-80 |  |  |
| 7 | RL4: “Purpose, Method, Opinion” | *CGTT* 81-101 |  |  |
| 8 | RL5: “Sentence Restatement Questions” | *CGTT* 102-114 |  |  |
| 9 | RL6: “Reference Questions” | *CGTT* 115-130 |  |  |
| 10 | RL7: “Sentence Addition Questions” | *CGTT* 131-146 |  |  |
| 11 | RL8: “Summaries and Charts” | *CGTT* 147-175 |  |  |
| 12 | Reading Review Test | *CGTT* 175-187 | -Students will take a review test (40m)  -We will look at the answers and discuss them together. | Practice Test |
| 13 | Introduction to the TOEFL Writing Test | *CGTT* 559-563 |  |  |
| 14 | Overview: The Integrated Writing Test | *CGTT* 564-578 | -Introduction to the components of and types of questions in the integrated writing section of the TOEFL test. | Activity: “Writing Tutorial: Grammar” (*CGTT* 706-729*)* |
| 15 | Integrated Writing Preview Test | *CGTT* 579-581 | -Students will take a preview test (40m)  -We will look at the answers and discuss them together. | Practice Test |
| 16 | WL21: “Taking Notes and Planning” | *CGTT* 582-604 |  | Handout: “Note-Taking Skills” |
| 17 | WL22: “Summarizing, Paraphrasing, and Citing” | *CGTT* 605-625 |  | Handout: “Summarising and Paraphrasing” |
| 18 | WL23+24 “Writing, Checking, and Editing” | *CGTT* 626-645 |  | Handout: “Self-Editing Exercises” |
| 19 | Overview: The Independent Writing Task | *CGTT* 646-656 | -Introduction to the components of and types of questions in the independent writing section of the TOEFL test. | Activity: “Writing Tutorial: Grammar” (*CGTT* 706-729*)* con’t |
| 20 | Independent Writing Preview Test | *CGTT* 657 | -Students will take a preview test (40m)  -We will look at the answers and discuss them together. | Practice Test |
| 21 | WL25: “Pre-Writing” | *CGTT* 658-672 |  | Handout: “Punctuation” |
| 22 | WL26: “Giving Opinions and Connecting Ideas” | *CGTT* 673-681 |  | Handout: “Common Spelling Mistakes” |
| 23 | WL27+28: “Writing. Checking, and Editing” | *CGTT* 682-701 |  | Handout: “Self-Editing Exercises” |
| 24 | Writing Review Test | *CGTT* 702-705 | -Students will take a review test (40m)  -We will look at the answers and discuss them together. | Practice Test |