ENG 2

Bahasa Inggris II/Lanjutan Topic Handout 2014



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Ganjil 2013

ENG 2

Bahasa Inggris II/Lanjutan Topic Handout 2014

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Deskripsi

Mata kuliah Bahasa Inggris II/Lanjutan menawarkan kesempatan bagi mahasiswa untuk meningkatkan kemampuan dalam penggunaan structure dan grammar bahasa Inggris dalam berbagai aktifitas. Mata kuliah ini merupakan lanjutan dari Bahasa Inggris 1 dengan materi yang lebih lanjut.

Tujuan

Mahasiswa mampu memahami dan merespon penggunaan bahasa Inggris di berbagai situasi baik lisan dan tulisan, serta informal maupun akademis. Selain itu, mahasiswa mampu memahami materi dan bahan ajar yang berkaitan dengan ekonomi, sesuai dengan spesifikasi bidang masing-masing,

Prasyarat

Mahasiswa diharuskan untuk memiliki pengetahuan dasar mengenai structure dan grammar yang sudah diajarkan di Bahasa Inggris 1. Dengan demikian, mahasiswa diharapkan mampu melanjutkan ke materi yang lebih lanjut.

Informasi Mata kuliah

ENG 2 / Bahasa Inggris II/Lanjutan

Bobot MK: 3 SKS (setara dengan 2.5 jam per minggu)

Dosen: Marina, M.Ed (marina.muchtar@gmail.com)

Kelas dan Lokasi:

Mon	Tue	Wed	Thu	Fri	Fri
13.30pm	8am –	10.30am –	10.30am -	8am –	2pm –
– 4pm	10.30am	1pm	1pm	10.30am	4.30pm
AKT IID	AKT I1F	MNJ 2B	MNJ 2A	AKT 2B	EKP IIA
KL21	BL02	KL 02	KL 01	Bali 3	KL08

Materials

Material yang didiskusikan di mata kuliah ini berkisar mengenai peningkatan kemampuan speaking, listening, reading and writing yang dikaitkan dengan topik sehari-hari hingga ke topik Ekonomi.

Milestones

Week 4

Quiz

Week 8

Midterm:

Week 12

Quiz

Week 16

Fina1

Buku

Setiap mahasiswa sangat diharapkan untuk membaca beberapa buku dan bahan lainnya untuk mengembangkan pemahaman mengenai materi yang diajarkan.

Sumber buku dan bahan lainnya

Ada banyak sumber buku dan bahan lainnya yang berkaitan dengan mata kuliah ini, baik cetak maupun elektronik. Beberapa diantaranya yaitu:

Kamus Hasan Shadily/John M. Echols Oxford Advanced Learner's Dictionary Basic English Grammar/Betty S. Azar http://www.esl-lounge.com/student http://web2.uvcs.uvic.ca/elc/studyzone

http://www.bahasainggris-online.com/ http://learnenglish.britishcouncil.org/en/

http://squirrelspace.blogspot.com/ http://www.englishspeak.com/english-lessons.cfm

Material yang akan digunakan dalam mata kuliah ini bisa bersumber dari English newspaper, articles, stories dan lain-lain yang akan disesuaikan dengan situasi dan kondisi yang berkembang selama proses belajar mengajar.

Kehadiran

Setiap mahasiwa diharapkan untuk selalu hadir di setiap pertemuan. Mahasiswa yang tidak hadir tiga kali berturut-turut dan tidak menghubungi pihak akademik atau dosen maka nilai akhir tidak akan dikeluarkan. Setiap mahasiswa bertanggungjawab untuk menyiapkan dan mempelajari materi yang dibahas dalam mata kuliah ini. Beberapa materi mungkin saja tidak tercakup dalam buku yang dianjurkan.

Partisipasi kelas

Setiap mahasiswa diharapkan untuk berpartisipasi aktif dalam latihan dan kegiatan kelas termasuk tugas. Akan ada beberapa kegiatan di kelas seperti kerja kelompok atau diskusi kelompok dan kelas.

Tugas

Ada tiga tugas dalam mata kuliah ini.

- 1. Tugas 1 two minutes presentation
- 2. Tugas 2 conversation
- 3. Tugas 3 portfolio

Detail dan panduan lengkap masing-masing tugas akan didiskusikan di kelas.

Nilai dan Penilaian

Ada lima komponen yang menjadi landasan nilai: quiz, tugas, ujian midterm, ujian final dan partisipasi kelas. Bobot masing-masing komponen yaitu quiz (15%), tugas (20%), ujian midterm (25%) dan ujian final (40%). Sedangkan partisipasi kelas akan menjadi nilai plus di penentuan nilai.

Saat nilai akhir keluar, tidak ada lagi kesempatn bagi mahasiswa untuk memperbaiki nilai baik dengan ikut ujian final ulang ataupun tugas tambahan. Akan tetapi, bagi mahasiwa yang menganggap ada nilai yang tidak akurat atau tidak adil, maka diperbolehkan untuk menghubungi dosen pengasuh mata kuliah dengan menyertakan alasan. Perlu diperhatikan bahwa hak dosen untuk menolak perbaikan nilai jika dianggap nilai sudah memenuhi syarat penilaian yang adil dan akurat.

Deskripsi Nilai

Grade	% Score	In words	Criteria (SOLO Taxonomy Levels, Biggs 1992)	Note
A	85 - 100	High Distinction	Extended Abstract Highest level of academic achievement expected, demonstrates in-depth knowledge, combine subject matter with creative and original thinking, critical or analytical thinking very evident, extensive wider reading evident, well cited reference, high quality work	
B+	80 - 84	Distinction+	↑↓	
В	75 - 79	Distinction	Relational Evidence of critical or analytical thinking, evidence or original and creative thinking, demonstrates advanced knowledge and wider reading, well cited references	Quiz (15%)
C+	70 - 74	Credit+	↑↓	Midterms test (25%) Assignment (20%)
С	65 - 69	Credit	Multi-structural Demonstrated a sound knowledge or understanding, some evidence of transformation and integration of information, good use of set readings, evidence of wider reading, well cited references	Final test (40%) Class participation
D	50 - 64	Pass	Uni-structural Clear, well response to the task, addressed required criteria, relevant information included, no transfer or integration of knowledge evident, appropriately cited references	
Е	0 - 49	Fail	Pre-structural Unable to demonstrate satisfactory knowledge or understanding, failed to meet the requirement of the task	

Topic Outline

Week 2014	Topic	Readings	Assignment
1	Introduction - syllabus		
2	Modal (polite request, invitation etc)		Tugas formatif: Cari materi yang berkaitan dan buat ringkasan singkat.
3	Reading Comprehension (movie review)		Ŭ.
4	Quiz Discussion (responding the movie review)		
5	Present Perfect Tense		Tugas formatif: Cari materi yang berkaitan dan buat ringkasan singkat.
6	Writing (CV&AL responding adds)		0 0
7	Speaking (Job Interview)		
8	Midterm Test		
9	Academic Reading (economic paper or news)		
10	Discussion (on the paper or news)		
11	Writing (Process speech)		
12	Passive Voice		Tugas formatif: Cari materi yang berkaitan dan buat ringkasan singkat.
13	Writing (lanjutan)		
14	Speaking (process speech)		
15	Introduction to TOEFL		
16	Final Test		

^{*}Mohon perhatikan bahwa jadwal ini bisa berubah dan disesuaikan dengan situasi dan kebutuhan kelas. Beberapa materi tertentu bisa jadi tidak diajarkan.

Week 2a - Modal

Assignment: Please write a summary of Modal. Be noted that the summary is no more than two pages and it is essential to put your source of information (the author, the tittle of a book/article, the publisher/the website, and year). If there is no reference included, your summary will not be marked.

Use the blank to write your summary.

Week 2b - Modal

Making Suggestions and Giving Advice

The most common structure used to give advice is the modal verb **should**. This can sometimes sound a bit bossy and authoritative. Here are a few other possible structures you can use. The verb 'go' is used as an example to show the grammatical structure.

Offering suggestions

Why don't you (go) Why not....(go)

Maybe you could (go) Perhaps you could (go)

How about (going) You might try (going)

If I were you I'd (go) Have you thought of (going)

It might be a good idea to (go) (Going) is often a good idea

What about (going) You could always.....

Responding

Thanks I'll try that.

That sounds like a good idea I'll give it a try.

Perhaps you're right I'll keep that in mind.

Now try with the following problems (be polite)

Your partner will give a reason why your suggestion is not a good one so you will have to make second and possibly a third suggestion.

0

- You have a test tomorrow and haven't studied
- You seem to be getting fatter and fatter.
- You have parked your car somewhere and can't remember where.
- You are being stopped by the police and have just had three glasses of wine.
- Your friend has just been sick in the taxi.
- You have had a cold for three weeks and it doesn't seem to be getting any better.
- 7. No one seems to understand a word you say.
- 8. You want to go to Sydney but you don't have anyone to go with.
- You hate Australian food (but you like your homestay)
- You want to become famous.

Problem Solving and Offering Suggestions

Here's a slight variation of the language of suggestions that we can use when we are trying to solve a problem.

How about(gerund)
What do you think about ...
It must be possible to...
If we...we could...

We could try...(gerund)
Maybe it's possible to...
I think we should/could....
If weit would....

Now look at the following items. Check you know the vocabulary.

Hammer, rock, tweezers, coat hanger, piece of paper, stick, fork, knife, string, chewing gum,

Which of these items above could you use to solve the problems below? Get together with your group and see if you can decide which to use and how to use it. Remember, you can only use each item once.

Focus on the grammar of your language and correct your group member if you hear them make a mistake.

- You have a bottle of wine and no corkscrew.
- The cupboard door keeps swinging open.
- 3. The sink is blocked. push the shock to
- The neighbour's dog keeps squeezing through a hole in the fence
- Your ring has dropped into a saucepan of boiling water.
- You have dropped some money through a crack in the floorboards.
- You have accidentally thrown your 500 word essay in the fire.
- You can't get the lid off the jam pot.
- Your house is locked and you can't get in.
- 10. A water pipe is leaking and water is dripping on to the floor.

Week 3a – Reading Comprehension

Understanding movie review in group of 4-6 people. Instructions: write in paper list of vocabularies that you do not know, find the meaning in a dictionary. Try to write the meaning of the review in Bahasa Indonesia as clear as possible until you yourselves understand what you write. Then, write in your own word the short summary of the review in English. Ask your teacher if you find any difficulties in understanding technical words or terms.

Reading 1

The Curious Case of Benjamin Button

By Heather R., Mill Valley, CA

This movie was amazing on so many different levels. The first 20 minutes or so were very slow, but from then on it started to become one of the most amazing movies I have ever seen. The Curious Case of Benjamin Button is the story of a man that ages backwards, and the story of what he goes through. This movie is 3 hours long, but it seems to go by very quickly. It is based from around 1920 - 2002. It is a visually appealing story with a great cast and great acting. This is not a movie that you see and forget about within the month, this is a movie that you will cherish for a longer period of time. There are many bizarre consequences that happen to Benjamin because he ages backwards, but that is to be expected to a man that ages backwards. I recommend this movie to anyone wanting to see a

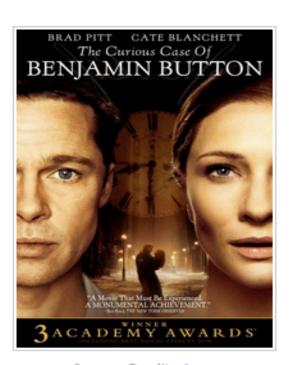


Image Credit: Amazon.com

Buy online and support Teen Ink:





meaningful movie that may change their perspective of things. This movie gives out a clear message of "Life is short, so be who you are."

The Kite Runner

By claudiia,, Caguas, Puerto Rico

After watching the Kite Runner for a movie analysis in my history class I realized that this movie had literaly changed my life. This movie also expanded my knowledge in life cultures, in history, and it made me have a bigger respect for other cultures.

The Kite Runner is situated in Afghanistan and it shows the story of two young boys Hassan and Amir Jan, and how their lifes changed when the U.S.S.R invaded their country in 1976. The film shows how were lives of many refugees from that invasion that came to the U.S. How the different races that live in Afghan territory have social discrimination and segregation, and how different these people and their culture is from ours. It portrays greatly the emotional rollercoasters and challenges people like Amir and

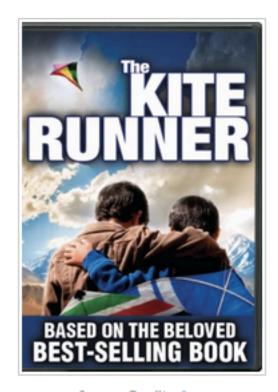


Image Credit: Amazon.com

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Hassan have had through their lives. The movie explains how hard the Taliban were and how innocent children lived in the country.

The Kite Runner is a very serious film that will never bore you. You won't what to take your eyes of it, and I guarantee you that when the movie finishes you will feel like it had a purpose and it affected you in a way. Then ending is a surprising one that will fill you with hope.

Radio



By Coolcat, Aurora, IL

** Spoilers included! **

Have you ever wished you could watch a misty-eyed yet realistic movie that leaves you touched? Rating an easy five stars, Radio is a great heartwarming movie about a mentally challenged person named Radio (Cuba Gooding, Jr.), named for his love of dismantling and listening to radio. He portrays a kind, beloved person who welcomes everyone, no matter how they had treated him. In this movie, Radio spends his days pushing cart down the street, talking to himself. Radio can barely speak, but he still accepts and changes the way people look at each other. Coach Jones(Ed Harris) sees Radio being harassed, and reaches out to him. Radio then begins watching football practices and trusting people more and

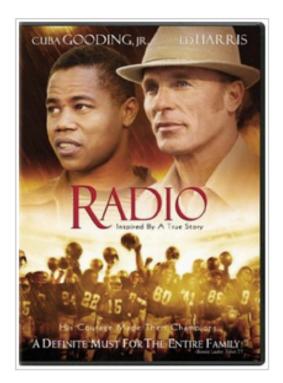


Image Credit: Amazon.com

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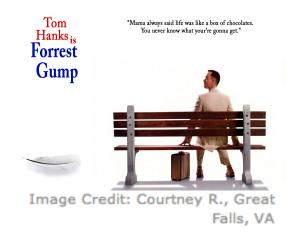


more. This encourages Radio to start school as an honorary eleventh-grader, where he learns to communicate and play football. This PG-rated 109 minute film has flowing dialogue and astonishing turns like when Radio is considered a distraction to the team, and may be kicked off the team. Radio is a beautifully compelling movie that can truly change your view of others

Forrest Gump

By emmaswimmer13, Littleton, CO

Whether or not you know "life is like a box of chocolates" or "stupid is as stupid does" you have probably heard of Forrest Gump, and for good reason. Forrest Gump is a touching tale of a young man, who, despite a low IQ, accomplishes more than most people do in a lifetime. Forrest inspires all who watch him on his journey both in the film and on the big



screen. Things that are done in this film that seem insignificant contribute to the story as a whole. The tale accurately traverses the ages in which Forrest lives and includes small pieces of the history of the time in a way that makes it refreshing and enjoyable to watch. The attention to detail in the film is impeccable, and the way that it flows leaves you satisfied yet craving more. The depth of the storyline contributes to the many themes and symbols layered in the plot. Forrest is unlike any characters we have met in the movies of the past generation. His innocence and zest for life are stimulating and fresh, and the complexity of his character is superbly and meticulously portrayed by a young Tom Hanks. In actuality, all characters in the movie are incredibly defined and each play an important role in the development of Forrest and the movie as a whole. Directed by Robert Zemeckis, this film has won such critically acclaimed awards as Oscars, Golden Globes and Screen Actor's Guild awards. I thought it was a touching classic that all need to watch at sometime in their life. By watching it sooner than later, the knowledge and way of thinking that is gained from watching this film will stay with you for the rest of your life.

Week 4 - Speaking

Responding a movie review – If you were.

Answer one of these questions based on your own opinion. Remember it is based on readings on movie review. Check you dictionary for vocabularies and ask your teacher for correction.

- 1. Please write a short summary on the review!
- 2. What do you think about the reading?
- 3. What would you do if you were in the main actor's shoes?

Use the blank to write your answer.

Week 5a – Present Perfect Tense

Assignment: Please write a summary of Present Perfect Tense. Be noted that the summary is no more than two pages and it is essential to put your source of information (the author, the tittle of a book/article, the publisher/the website, and year). If there is no reference included, your summary will not be marked.

Use the blank to write your summary.

Week 5b – Present Perfect Tense		

Week 6a – Writing (CV&AL)

In this week, you are going to write an application letter and a Curriculum Vitae (CV). Samples will be given and details will be explained. In the end of the class, you are expected to have a sample of your own application letter and CV. Congrats! At least you will have one for your future job application.

Use the blank to write your application letter and CV.

An example of an application letter

Banda Aceh, August 28th 2011

To: United Nations World Food Programme Indonesia

Dear Sir/Madam,

Please consider my application to join in your institution, be	ecause I am capable enoug	h and confidence to
fill job that you offer. I graduated from	in	, majoring in
Then, I pursued my Master in	in	My
ability in <i>computer</i> is good and my <i>English</i> is good. Before do translation jobs and teaching activities. I am sure that my ability	0 0	1 0,
you.		

I am a hard working person and have a good sense of responsibility. I also have a good capacity of learning more. I am willingness to work hard in a high volume level to advanced development planning and project implementation, and I have an ability to act fast individually as well as within team. I am a candidate worthy of consideration. I take pride in my work and I am seeking a challenging position which utilizes my job experience qualifications.

Please contact me at your earliest convenience, and invite me for interview by phone call, SMS or email. I really need this job to improve my career. Thank you for your time and consideration. I am certain that I can be making a positive contribution to your institution.

Best Regards,

Your name

An example of CV

CURRICULUM VITAE

Your photo

Per	sona	1 Id	lent	ity

Name : MYNAME

Place/DOB : Lhokseumawe, 1th of January 1995

Mobile : +62811111111 Email : myname@gmail.com

Address : Jl. Pertama No. 1 Lhokseumawe, Aceh, Indonesia 24111

University Background

2005 – 2008 Science/Social

State High School 1 Lhokseumawe

2003 – 2009 Bachelor of Economics (_____)

Faculty of Economics

Malikusaleh University, Lhokseumawe, Indonesia

Course and Training

2013	Committee at Conference on – Malikussaleh University Lhokseumawe
2013	Participant at Workshop by in
2012	Participant at Conference of at
2010	English Language Training at in in
2010	Training on advance ICT for Journalist, Man of Letter, Cultural Observer and Artist
	organized by UNESCO and NURUL FIKRI in Cyber Campus Unsyiah Banda
	Aceh, Aceh, Indonesia

Employment

Sept 2014 – Current	at	_ in Lhokseumawe
Sept 2013 – Aug 2014	English tutor at Private English Fast (PEF), Banda Aceh, Indonesia
July 2012	Translator at Friends International Indone	sia/Teman Baik, Banda
-	Aceh, Indonesia	

Week 6c – Writing (CV&AL)

Language

Indonesian
 English
 Arabic
 Excellent
 Written/Spoken
 Written/Spoken
 Written/Spoken

Computer and Internet

Microsoft Word, Excel, Power Point, Adobe Photoshop, SPSS, Email, Browsing

Interest and Personal Traits

I like anything related to computer, dealing with people, managing teamwork and attending conference or seminars. Excited to interact with people and traveling to new places and like sports as a need.

I have a strong interpersonal skill, a hard working person, willing to learn, and a fast learner. I am good in teamwork and easy to adopt with new environment.

Week 6d – Writing (CV&AL)

Week 6e – Writing (CV&AL)

Week 6f – Writing (CV&AL)

Week 7 – Speaking (Job Interview)

In this page, several questions that are usually asked by interviewer are provided. It is important for you to understand each question and answer them based on your personal opinion and experiences. Ask your teacher if you have any difficulties.

There are variations of questions you might be asked at an interview. There are some examples.

- 1. How are you feeling right now?
- 2. Tell me about your self.
- 3. What are your long-term goals?
- 4. What is more important to you, family or friends?
- 5. Could you gibe me some information about your educational background?
- 6. What is your worst fault and what is your best quality?
- 7. How would you rate yourself as a worker?
- 8. Are you a good team member?
- 9. What are your strengths as a team member?
- 10. What are your weaknesses as a team member?
- 11. Are you honest?
- 12. What three things could you do to help other class member improved?
- 13. What are your most proud of having done recently?

When you have finished, think back to the interview what you had and the answers that you gave. Discuss with your friends.

- ➤ How could you have improved your performance?
- ➤ What was your biggest problem? Fluency, pronunciation, thinking of something to say or grammar.
- ➤ What can you do to improve these things?

Week 8 – Midterm Test

Week 9 – Academic Reading

Understanding papers or news in economics. In this week, you are expected to at least understand the abstract of a paper or news. The discussion will be in group of 4-6 people. Instructions: write in paper list of vocabularies that you do not know, find the meaning in a dictionary. Try to write the meaning of the abstract in Bahasa Indonesia as clear as possible until you yourselves understand what you write. Then, write in your own word the short summary of the abstract in English. Ask your teacher if you find any difficulties in understanding technical words or terms.

- Paper 1
- Paper 2
- Paper 3
- Paper 4
- Paper 5

Week 10 – Speaking

In this week, we are going to discuss the content of the reading you already discussed in week 9. Each of you is going to be provided an opportunity to present your understanding of the abstract. In your presentation, you are allowed to deliver it in Bahasa Indonesia or English or both. There will be different assessment depending on your understanding and language you use. However, the main point of the assessment is the presentation that has the close grasp to the content of the abstract.

Use the blank to write the preparation of your presentation.

Understanding a process speech and preparing the speech

The Process Speech.

What is it?

This is a speech we are going to give to the class which will explain the steps that lead up to a result.

This may be

- something in nature such as the steps that lead to an earthquake or a drought.
- it could be an aspect of society, such as an economic depression, a change in fashions,
- ar it could be just an explanation of how to make a cup of tea, or the step that you need to take to buy a piece of clothing.

How do I need to prepare for it?

- Think of a topic, this needs to be something that you know enough about to be confident explaining it to the class,
- Write on outline

How do I write an outline?

- 1. State the specific purpose of your talk
- 2. Identify the main idea.
- Choose two of three main points and explain them clearly
- 4. Support each main points with clear examples
- Write your conclusion by restating your main idea and your specific purpose.
- 6. Write your introduction

What must I remember when giving my talk?

- Be well organised.
- Be prepared
 - Don't read from a prepared speech
 - Write clear notes.
 - Practice, practice, practice
- Be confident, (see be prepared).
- Use good body language.
 - Make eye contact with the audience
 - Make sure you are speaking loudly enough.
 - Try not to speak too quickly or too slowly
- 5. Be clear
 - Make sure the organisation of your talk is clear to the audience.
 - Move smoothly from one point to the next
 - Use the blackboard to illustrate anything difficult
- 6. Be enthusiastic, then the audience may become enthusiastic too.

Week 11b – Writing (Process Speech)

Writing a process speech – consultation for final test.

An example of outline

Outline for the Process Speech

After choosing your topic. Prepare the outline for your talk using the following steps.

1,	Title Make delicious food from rice paper
2.	Identify the main idea and the purpose of your talk.
	3 or more steps to make a delicious food from tice paper
3.	Write the introduction (with some general information about the topic foods are great especially the delicious one. I will give you
4.	a recipe of making a food from rise paper tell me more choose two or three main points about rice paper
	a) 1 Buy rice paper and something such as shrimp to pull in
	b) 3 Know how to use the rice paper and to fold it.
	c) (2) Cook the shrimp or something else
5.	Support each point with detail * Who likes to try any rood from any differ
	a) Rice paper
	i) Buy it in any shore that scell it such as three Pat in CM
	ii) Buy the fr groceries ruch as shrimp and?
	b) Cook the groceries ingredients add?
	i) bon't forget to clean the shrimp & provide the flavor
(ii) You can fry it or put some spicies or whatever you prefer.
al	c) The use of ace paper ; just shrimp? anything else?
//	i) Put the rece paper in hot (warm water wait until it get soft fill in the shrimb and fold it to certain chape
	ii) fill in the shrimp and fold it to certain phape. add (or put in) Write your conclusion (summary and final wards)
6.	/ Contraction (Samuel / Gray Final Worlds)
	foods are lovely and great. Be creative in making
	any tend of fulling or rhape from rice paper. You can create any tend of fulling or rhape from vitten sentences.
NB	Remember to write notes only. Don't read from written sentences.

Week 11 – Writing (Process Speech)

Writing an outline. Remember, all of these are your preparation for final test. Consult you teacher regularly for correction and suggestion for the outline and your speech.

Outline for the Process Speech

Ide	entify the main idea and the purpose	of your talk
	,	, your rains
Wr	ite the introduction (with some gen	eral information about the topic
Cho	ose two or three main points	
a)		
b)		
c)		
	ar a Villania	1
oup	port each point with detail	
1)		
	ii) <u> </u>	
)		
	i)	
	ii)	. 7 -
)		
	i)	
	ii)	, , ,
Vrit	te your conclusion (summary and fin	al words)

Communication 6/Ruth Gilbert/2006

Week 12-13b - Passive Voice

Assignment: Please write a summary of Passive Voice. Be noted that the summary is no more than two pages and it is essential to put your source of information (the author, the tittle of a book/article, the publisher/the website, and year). If there is no reference included, your summary will not be marked.

Use the blank to write your summary.

Week 12-13b – Passive Voice

Week 14-15a – Introduction to TOEFL/IELTS

In this week, we are going to discuss a little about TOEFL/IELTS. This includes a brief explanation about TOEFL and some examples of questions of listening, structure and reading comprehension. In addition, if it is considered essential at the time, IELTS will also be briefly discussed including some types of its questions. Be noted that to graduate, you will need to have a TOELF score of at least 400.

Samples of Listening question

Samples of Structure question

Samples of Reading Comprehension question

Week 16 – Final Test

Remember, the final test will be conducted orally. Each of you will be prepared for a process speech in week 11 and be given opportunity to consult with your teacher until week 15. Goof luck!

Process Speech Assessment			
Name:			
Preparation and Planning Introduction Three points			
• Conclusion			
Content and Use of Vocabulary			
Pronunciation			
Delivery			
• Volume/speed			
• Fluency			
 Pausing 			
Accuracy			
Total	Final Comment		