## Middle School/Secondary/Citizenship/Reading

### Reading, Thinking, Writing

**A Text for Students of English as a Second Language**

*Mary S. Lawrence*

Provides practice in reading analytically and writing logically.

**GOAL:** To provide practice in reading analytically and writing logically. Students learn to integrate reading and writing by concentrating on the grammar and vocabulary of logical relationships. Chapters include a reading section, conversation practice, writing exercises, and review questions.

- Size: 8-1/2 x 11
- Pages: 252
- Year: 1975

**085484UM** Paperback $17.95

---

### Preparation for Citizenship

**Prepare immigrants and refugees for U.S. Citizenship with easy to read INS core content and authentic study questions and application forms with this complete citizenship program. 96 pages.**

**34584SV** Softcover Workbook $13.95

---

### Genuine Articles

**Authentic Reading Texts for Intermediate Students of American English**

*Catherine Walter*

**Genuine Articles** is a collection of 24 authentic reading texts gathered from a wide range of sources: newspapers, magazines, brochures, advertisements, business letters; and books of fiction, nonfiction, and poetry. The type of writing varies, with examples of instruction, description, narrative, persuasion, and classification. The practical exercises that follow each text are designed to teach, rather than test, and promote an active approach to reading. Summary-skills exercises in each unit help students organize information in the text and build mental summaries. Other exercises include scanning, drawing inferences, guessing vocabulary from context, and recognizing cohesive links within a text.

**278007CA** Student’s Book $26.00

**278015CA** Teacher’s Manual & Ans. Key $12.00

---

### Task Reading

**Readings to Enhance Academic Skills**

*Carole M. Shaffer-Koros, Jessie M. Reppy*

**Task Reading**, a high-beginning to low-intermediate reading skills text, has an ongoing story line – a day in the life of two adult students in San Francisco. Each unit presents realistic situations, supported by a wide variety of reading materials, many of which are authentic: dialogs, maps, diagrams, articles, letters, and advertisements. Accompanying exercises help students understand the context and purpose of the many different kinds of readings. Predictable comprehension questions are avoided throughout, and the exercise types are highly varied. The book also includes **Teacher’s Notes**, which give unit-by-unit teaching suggestions.

**358108CA** Student’s Book $21.00

---

### America’s Story

**Softcover and Hardcover * Level 5-10 * Reading Levels 2-3**

If history basals exclude your limited readers, **America’s Story** offers an easy to read alternative. **America’s Story** is available in two softcover titles or a single hardcover edition.

- Full-color text presents on-level content at reading levels 2-3.
- Vocabulary, writing, comprehension, and geography skill-building components.
- **America’s Story** is also still available in a Spanish version for Spanish-fluent ESL students.

<table>
<thead>
<tr>
<th>Edition</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>23833SV</td>
<td>Book 1 - to 1865</td>
<td>$17.40</td>
</tr>
<tr>
<td>23841SV</td>
<td>Book 2 - Since 1865</td>
<td>$17.40</td>
</tr>
<tr>
<td>27943SV</td>
<td>Teacher’s Guide</td>
<td>$10.50</td>
</tr>
<tr>
<td>2385XS</td>
<td>Student Hardcover</td>
<td>$35.30</td>
</tr>
<tr>
<td>23884S</td>
<td>Teach Res Binder</td>
<td>$107.00</td>
</tr>
<tr>
<td>60509SV</td>
<td>Primer Libro - hasta 1865</td>
<td>$17.30</td>
</tr>
<tr>
<td>60517SV</td>
<td>Segundo libro - desde 1865</td>
<td>$17.30</td>
</tr>
<tr>
<td>60525SV</td>
<td>Teacher’s Guide</td>
<td>$11.80</td>
</tr>
</tbody>
</table>

Oxford Bookworms Playscripts

Series Editor: Clare West

Oxford Bookworms Playscripts can be used as readers and for performances. The series includes fully illustrated classic and contemporary plays, complete with introductions, performance notes, and character lists. Exercises and glossaries that explain key topic vocabulary are also included.

The Oxford Bookworms Playscripts are ideal for developing students' reading, comprehension and speaking skills.

♦ Acting and speaking aloud encourage natural stress and intonation patterns.
♦ Drama is immediate and dynamic, making language more memorable.

Level 1: 400-Word vocabulary

<table>
<thead>
<tr>
<th>ISBN</th>
<th>Title</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>422854-1</td>
<td>A Ghost in Love and Other Plays</td>
<td>$5.95</td>
</tr>
<tr>
<td>422855-X</td>
<td>The Murder of Mary Jones</td>
<td>$5.95</td>
</tr>
<tr>
<td>422853-3</td>
<td>Sherlock Holmes: Two Plays</td>
<td>$5.95</td>
</tr>
<tr>
<td>423217-4</td>
<td>The Butler Did It and Other Plays</td>
<td>$5.95</td>
</tr>
<tr>
<td>423219-0</td>
<td>Five Short Plays</td>
<td>$5.95</td>
</tr>
</tbody>
</table>

Level 2: 700-Word vocabulary

<table>
<thead>
<tr>
<th>ISBN</th>
<th>Title</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>422856-8</td>
<td>The Importance of Being Earnest</td>
<td>$5.95</td>
</tr>
<tr>
<td>422857-6</td>
<td>Much Ado About Nothing</td>
<td>$5.95</td>
</tr>
<tr>
<td>422852-5</td>
<td>Romeo and Juliet</td>
<td>$5.95</td>
</tr>
<tr>
<td>423216-6</td>
<td>One Thousand Dollars &amp; Other Plays</td>
<td>$5.95</td>
</tr>
</tbody>
</table>

Making Peace: A Reading/Writing/Thinking Text on Global Community

Elaine Brooks, Len Fox, Beginning to Low Intermediate

This exciting peace education reader focuses on ethical issues as a way of stimulating student interest, discussion, thinking, writing, and learning. The authors use peace education issues as a way of helping students to improve reading and writing skills while sharing thoughts and concerns about cross-cultural issues. Making Peace promotes peaceful relations, respect, and understanding among nations, cultures, and groups, as well as across gender, race, class, ethnicity, and generations.

Using the topic of peace in the global community, this innovative reader provides content-based language instruction for ESL students.

<table>
<thead>
<tr>
<th>ISBN</th>
<th>Title</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>657806CA</td>
<td>Student's Book</td>
<td>$25.00</td>
</tr>
<tr>
<td>657792CA</td>
<td>Teacher Manual</td>
<td>$7.50</td>
</tr>
</tbody>
</table>

Discovering Fiction

Intermediate to Advanced

Discovering Fiction is a two-level anthology of short stories by contemporary and classic American authors such as Isaac Asimov, Gwendolyn Brooks, Sandra Cisneros, Kate Chopin, Ernest Hemingway, Langston Hughes, and Shirley Jackson. Designed for intermediate to advanced students, the texts provide interactive, integrated skills lessons developed around each story.

COMPONENTS

Discovering Fiction 1
High Intermediate to Advanced

<table>
<thead>
<tr>
<th>ISBN</th>
<th>Title</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>005590CA</td>
<td>Student Book</td>
<td>$24.00</td>
</tr>
<tr>
<td>002354CA</td>
<td>Teacher Book</td>
<td>$7.50</td>
</tr>
</tbody>
</table>

Discovering Fiction 2
Intermediate

<table>
<thead>
<tr>
<th>ISBN</th>
<th>Title</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>003512CA</td>
<td>Student Book</td>
<td>$24.00</td>
</tr>
<tr>
<td>008093CA</td>
<td>Teacher Book</td>
<td>$7.50</td>
</tr>
</tbody>
</table>
Words In Motion
An Interactive Approach to Writing
David Olsher
Intermediate

Words in Motion is a lively, practical writing text for pre-intermediate to intermediate students. Working together in pairs and groups, students learn to enjoy writing as a process of creation, sharing, and revision.

Words in Motion offers the following features:
♦ Topics that are interesting and relevant to students.
♦ Short, focused units which teach a variety of pre-academic writing skills.
♦ A syllabus which leads students through a complete cycle of prewriting, drafting, and revision.
♦ Activities that encourage peer feedback.
♦ Writing projects that give students the opportunity to work independently and choose topics that interest them most.
♦ A special section of "Grammar Clinic" lessons that allow group or independent review of important structures.
♦ Writing samples that provide clear models for student writing.

Words in Motion gives students experience with different kinds of writing, such as self-introductions, personal and business letters, movie reviews, stories, and other genres that students encounter in the world outside of school. After completing Words in Motion, students should have the strategies at their disposal to perform a variety of writing tasks and the ability to correct basic grammar mistakes.

Teachers Guide
The Teacher's Guide contains notes on presenting the units and projects. An answer key and photocopiable resource pages are also included.

Reason to Write
Strategies for Success in Academic Writing
Judy L. Miller and Robert F. Cohen
Low Intermediate

Reason to Write provides guidelines, strategies, and practice in writing for academic success. Students are taken through the writing process from generating ideas, to drafting and revising, to proofreading and editing. Each theme-based unit contains a short, stimulating reading passage to spark students' interest and provide meaningful issues to write about. Accompanying activities establish a framework for lively, in-depth discussion and the development of analytical thinking skills, which are crucial to effective writing in higher education. All instruction in grammar, vocabulary, and rhetorical style is thoroughly integrated with the theme and the writing objectives of each unit, so that students proceed along a seamless path from reading to thinking to writing, from the preparatory stages of writing to the completion of a final written piece.

Key features:
♦ A wide choice of writing topics inspire students' meaningful self-expression.
♦ Thought-provoking readings challenge students to think analytically, preparing them for the demands of academia.
♦ Numerous step-by-step writing tasks help students gain fluency and build confidence.
♦ Fully integrated grammar and vocabulary improve students' accuracy in these areas.
♦ A communicative approach to writing encourages students' awareness of audience.
♦ Creative ideas for supplementary activities extend each unit.

Reason To Write
436771-1 Student Book (Low-Int.) $ 21.00
436773-8 Student Book (Intermediate)$21.00

Writing from Within
Curtis Kelly, Arlen Gargagliano
Through a range of engaging activities, this text draws on students' world knowledge, beliefs, and personal perceptions to teach organization as well as other aspects of the writing process.
♦ Designed to be suitable for large as well as small classes.
♦ Twelve units with self-contained one- or two-page lessons.
♦ Brainstorming activities; analysis of models; activities focusing on organization; pre-writing, writing, and post-writing activities in every unit.
♦ Optional real-world expansion activities.
♦ A Teacher's Manual containing step-by-step teaching procedures, supplementary classroom activities, and complete answer keys.

Writing from Within

Communication/Writing

Exploring Through Writing
A Process Approach to ESL Composition, SE
Ann Raimes, High Intermediate
This critically acclaimed writing text has everything: instruction and guidance, an anthology of readings, and a special section that focuses on grammar troublespots.
♦ Provides a thematically arranged collection of photos and readings with topics ranging from culture and society to environmental concerns to work and family.
♦ Features a guide to the 21 most common grammar problems, with self-tests and exercises throughout.
♦ Contains information on research papers, documentation styles, and essay examinations.
65761XCA  Student's Book  $29.00
657601CA  Teacher Manual  $  7.50

From Writing to Composing
An Introductory Composition Course
Second Edition
Beverly Ingram, Carol King
From Writing to Composing is a complete composition course for high-beginning and low-intermediate students. Interweaving structured writing with free composing, the book emphasizes the process of composition through a variety of activities and topics that are both light-hearted and serious. Picture compositions, maps, dialogs, diagrams, surveys, and long-range projects enliven classes and stimulate students to become fluent and confident writers of English.
539145CA  Student's Book  $22.00
539128CA  Teacher's Manual  $15.00

Guidelines
A Cross-Cultural Reading/Writing Text
Second Edition
Ruth Spack, High Intermediate
Designed to strengthen students' academic writing, the second edition of this popular multi-cultural text offers integrated readings and writing assignments. The readings in Guidelines offer a wide range of choices, in terms of subject, genre, culture, gender, point of view, length, style, and theme, and yet lend themselves well to comparison, both within and across genres. The second edition:
♦ Provides more reading selections, including fiction and poetry.
♦ Offers more writing assignments, including a field research project.
♦ Includes guidelines for summarizing, paraphrasing, quoting, documenting sources, and editing.
657407CA  Student's Book  $29.00
657989CA  Teacher Manual  $  7.50

In Our Own Words
A Guide with Readings for Student Writers, 3rd Ed.
Rebecca Mlynarczyk, Steven B. Haber
In Our Own Words guides high intermediate to advanced ESL students through the writing process and features engaging essays by ESL students and professional writers. Students will find the experiences, perspectives, and cultural observations of their peers expressed in the many student-written reading selections. In Our Own Words provides classroom-tested instruction and activities designed to encourage student interaction and collaboration. New edition has new reading material and new activities!
540644CA  Student's Book  $28.00
540291CA  Teacher Manual  $10.00

The International Story
An Anthology with Guidelines for Reading and Writing about Fiction
Ruth Spack, High Intermediate
The International Story features a generous selection of thought-provoking classic and contemporary short stories from many different countries. Unique to this text is the integration of literary works with detailed guidelines for reading and writing and for crafting an interpretive essay.
♦ Fosters reflection, creativity, and critical thinking through interactive discussion activities.
♦ Emphasizes the connection between reading and writing and between literature and composition.
657970CA  Student's Book  $29.00
657962CA  Teacher Manual  $  7.50

New Directions
An Integrated Approach to Reading, Writing, and Critical Thinking, 2nd Edition
Peter S. Gardner, High Intermediate to Advanced
New Directions challenges students to expand their horizons. Through extended, integrated reading, writing, speaking, and listening activities, students learn to generate hypotheses, argue, analyze critically, and distinguish between different types of writing and purposes for reading. Moreover, New Directions helps students develop such crucial skills as the ability to identify a writer's point of view and tone, interpret a writer's meaning inferentially as well as literally, and discriminate between opinion and fact. The text also teaches students to detect fallacies in reasoning, to reach conclusions and judgments based on supportable criteria, and to propose new ideas. New edition is a major revision!
541727CA Student's Book $28.00
541735CA Teacher Manual $10.00

NEW Edition!
Writers at Work
A Guide to Basic Writing
Jill Singleton
Writers at Work is a new two book series that provides beginning to low-intermediate level writing students with a solid foundation in writing skills. After completing this two-book course, students will be well prepared to take the next step and tackle academic essay writing. The approach in these books assumes that even lower level students can handle a full-blown process approach to writing. In each chapter, students work through a five-step composing process: Getting Started, Preparing the First Draft, Revising Your Writing, Editing Your Writing, and Following Up. In Writers At Work, students learn how to:
* organize a paragraph with a main idea and supporting details
* use pre-writing strategies to help gather and organize ideas
* revise using a multi-drafting process approach
* edit and proofread for common grammar errors.
545226CA Student's Bk 1: Paragraph $23.00
544963CA Student’s Bk 1: Short Comp $23.00
658012CA Teacher Manual $6.50

Transitions
An Interactive Reading, Writing, and Grammar Text, 2nd Ed.
Linda Bates, High Intermediate
Transitions helps students bridge the gap between writing paragraphs and writing essays, from dealing with concrete information to dealing with abstract topics.
♦ Written by a wide range of culturally diverse, international authors.
♦ Focuses on a single theme per chapter and integrates the reading, grammar, and editing activities.
♦ Includes assignment-specific peer response sheets and guides students through peer response activities.
♦ Addresses grammar points in the editing checklist.
657822CA Student’s Book $29.00
657814CA Teacher Manual $7.50

NEW Edition!
Write to Be Read
Reading, Reflection, and Writing, 2nd Edition
William R. Smalzer, Intermediate
Write to Be Read is designed to teach ESL/EFL students to write convincing paragraphs and academic essays with greater fluency. The methodology is a blend of both process and product approaches to writing. Students focus on process as they develop their thinking about a topic through reading, discussion, and reflection. Then, using authentic student essays as models, they focus on product as they shape their writing to meet reader expectations. Every chapter contains two high-interest reading selections that provide students with topics for reflection and discussion. Readings include extracts from short stories, poems, and magazine articles. An appendix with exercises on specific grammar issues is included for students who need further practice. New edition includes updated reading, greater vocabulary support, and improved design. Write to Be Read makes ample use of collaborative activities in discussion of readings and topics, in pre-writing activities, and in peer review. The educational design of the book encourages students to think more clearly and critically and to develop their own ideas when using others' writing.
547460CA Student’s Book $26.00
547474CA Teacher’s Manual $10.00
Good News, Bad News

Roger Barnard

Pre-Intermediate

Good News, Bad News is a listening and conversation text based on an entertaining collection of actual news reports about interesting characters and events. Eighteen three-page units are presented in a radio news-story format. All units feature a series of task-based activities designed to guide students from general to detailed understanding of the news report and to provide meaningful fluency practice related to the story’s theme.

Good News, Bad News features:
- Short, focused units that can be completed in one class period.
- Interesting, light-hearted listening passages based on actual stories from the news.
- Vocabulary-building exercises that introduce and practice new vocabulary.
- A wide variety of communicative, task-based listening and speaking activities.
- An optional "Extra Practice" section to consolidate new vocabulary.

Each unit offers:
- "Tuning In," a visual activity designed to introduce the context of the story. It offers a vocabulary building exercise to identify and teach the new language contained in the listening passage.
- "Good News, Bad News," a series of task-based listening activities that leads students from general to detailed understanding of the story.
- "Signing Off," communicative speaking tasks that build on the theme of the story and provides opportunities for student personalization.
- "Extra Practice" activities to consolidate the new vocabulary in each unit.

Teacher’s Book
- Step-by-step instructions.
- Photocopiable tapescripts.
- Answer keys to the Student Book.
- Optional speaking activities.
- Photocopiable resource pages.
- Culture and usage notes.
- Lists of key vocabulary.

Audio Program
The Cassettes and CDs feature a variety of voices and accents.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>434873-3</td>
<td>Student Book</td>
<td>$14.95</td>
</tr>
<tr>
<td>435057-6</td>
<td>Teacher’s Book</td>
<td>$11.95</td>
</tr>
<tr>
<td>435058-4</td>
<td>Cassettes</td>
<td>$17.50</td>
</tr>
<tr>
<td>435059-2</td>
<td>CDs (2)</td>
<td>$21.95</td>
</tr>
</tbody>
</table>

Dictionaries/CD Roms
Oxford Advanced Learner's Dictionary on CD-ROM

ADVANCED

**Key features:**
♦ Fast, powerful, and flexible searching.
♦ Over 500 interactive photos and illustrations.
♦ Thousands of images to illustrate entries and reinforce students' vocabulary.
♦ Educational games with thousands of permutations.

**New features for the New Edition**
♦ Links to word processor, web browser, and Internet e-mail.
♦ Spellcheck facility.
♦ Spoken headwords which provide a model for correct pronunciation with authentic voices.
♦ Pronunciation practice module which allows students to listen to the correct pronunciation then record their own for comparison.
♦ Hundreds of grammar and vocabulary exercises.
♦ Dozens of video clips to help with difficult verbs.
♦ Thousands of extra examples specially written for the electronic edition.

**Oxford Advanced Learner's Dictionary on CD-ROM**
436795-9 Oxford Ad. Learner's Dict. on CD-ROM $49.95
System requirements: Windows CD-ROM
IBM PC or full compatible. 66MHz 486 processor or above. 8Mb RAM (16Mb for Windows 95). 8Mb free on hard disk. SVGA monitor (640 x 480 screen resolution capable of displaying minimum 256 colors). Windows-compatible double-speed CD-ROM drive. Windows 95, 98 Windows NT4 or higher. DOS3.3 or higher. Microsoft mouse or compatible. Optional: Sound Blaster sound card or compatible. Headphones or speakers.

NEW!
**Oxford Advanced Learner's Dictionary with Genie CD-ROM**
Now available with Genie CD-ROM! Click on a word, or simply point to in with your cursor in a web browser, and the dictionary definition will appear in a small window on your desktop. You can also hear the word pronounced.

431585-1 Oxford Dict. w/Genie CD-ROM $29.95

NEW!
**Oxford Collocations**
Dictionary for learners of English
High Intermediate - Advanced
A completely new dictionary that will help students write and speak natural-sounding English.

**Collocations** are common word combinations such as *speak fluently, meet a challenge and winning formula*.

They are essential building blocks for natural sounding spoken and written English.

**This unique dictionary:**
♦ Gives over 170,000 collocations for nearly 12,000 words: nouns, verbs, and adjectives.
♦ Shows how words are used with nouns, verbs, adjectives, adverbs, and prepositions, as well as in common phrases.

**Easy to use**
♦ Features a clear page design to help pinpoint the word, sense, and collocation.
♦ Groups collocations according to part of speech and meaning.
♦ Provides copious example sentences that show the collocations in context.
♦ Includes short notes showing restrictions on usage and explains idiomatic combinations.

**For Classroom or Self Study**
♦ Illustrated topic pages group together collocations from areas such as computing, fruit and meetings.
♦ Photocopiable study pages provide a guide to the different types of entries, showing the variety of information the dictionary offers and how to use it.
♦ Usage notes show collocations shared by sets of words such as languages and seasons.

431243-7 Oxford Collocations Dict $24.95
Grammar

The Grammar Handbook
Irwin Feigenbaum
Intermediate-Advanced
This book provides clear and detailed explanations of the forms and uses of grammatical structures and patterns. Each explanation is followed by practical exercises that check student comprehension. Features include a step-by-step presentation of grammar points in simple, everyday language and numerous examples. An extensive index is also included.
434107-0 The Grammar Handbook $19.95

A Basic English Grammar
John Eastwood and Ronald Mackin
Beginning-Intermediate
This book presents grammar structures in short example sentences accompanied by concise notes on form and use. A separate book of Exercises includes an Answer Key
432940-2 A Basic English Grammar $12.95

How English Works: A Grammar Practice Book
Michael Swan and Catherine Walter
Intermediate-Advanced
How English Works makes grammar practice interesting by presenting rules that are easy to understand and remember, with exercises that entertain as they teach. The book can be used successfully for self-study or in class. It offers:
♦ Short, clear grammar explanations and rules.
♦ Information about spoken and written grammar.
♦ Simple, reliable examples.
♦ Hundreds of illustrations.
♦ A useful Answer Key.
431456-1 How English Works $19.95

Oxford Practice Grammar
New Edition
John Eastwood
Intermediate-High Intermediate
This book contains explanations of a comprehensive range of grammar topics with exercises that provide practice in form and use. Example sentences, stories, and illustrated conversations show how structures are used. Review units, twenty-five tests, and an Answer Key are also included.
431370-0 Oxford Practice Grammar $19.95
431427-8 CD Rom w/ answers $21.95

Practical English Usage
New Edition
Michael Swan
Intermediate-Advanced
This unique reference guide addresses problem points in the language. It gives information and advice that is practical, clear, reliable, and easy to find. Most of the book is about grammar, but it also covers selected points of vocabulary, idiom, style, pronunciation, and spelling. Practical English Usage includes:
♦ Over 600 concise, authoritative entries.
♦ Examples of common mistakes.
♦ Illustrations of stylistic differences.
♦ Cross-references between related entries.
♦ A glossary of language terminology.
♦ A complete index.
431197-X Practical English Usage $22.95

Nitty Gritty Grammar Sentence Essentials for Writers
A. Robert Young, Ann O. Strauch, High Beg.
This text focuses on the most common sentence-level errors made among developing ESL writers by using reading excerpts and group activities to illustrate correct usage.
657849CA Student's Book $28.00
657830CA Instructor's Manual $7.50
Intermediate Grammar treats the student as a thinking adult with identifiable language needs. Intermediate students may have seen, heard, or used most of the structures in the book, but are unable to sustain accurate and appropriate use of them. Intermediate Grammar works toward more consistent use of structures in everyday situations, and helps the learner move beyond these contexts to more abstract language use. Intermediate students encompass a wide range of English skills, knowledge, and learning styles, which can make teaching them a real challenge. Intermediate Grammar provides the resources you need to accommodate these differences and keep your students interested and engaged. Many students seem unaware of the "grammar" all around them in daily life. Intermediate Grammar helps you help your students to become more language-aware and to incorporate a wider range of grammatical forms into the language they use.

Intermediate Grammar is clear, informative, easy-to-use, and flexible. It works equally well as a classroom text, reference, or practice book.
♦ The form, meaning and use of each structure are clearly presented and then specifically practiced, giving students ample opportunity to internalize the functions of each form.
♦ Authentic language in examples creates contexts that reflect students' actual encounters with English.
♦ Accurate explanations describe actual language use and take into account differences between written and spoken registers.
♦ Abundant exercises provide all the practice students need, ranging from controlled work on form to more communicative work on meaning and use.
♦ Intellectually engaging tasks call upon students' judgment, creativity, and problem-solving skills.
♦ Self-study features encourage learner independence.
♦ Chapter Summaries provide an overview of form, meaning and use.
♦ The Glossary of Grammar Terms offers clear explanations and examples of all the terms used in the book.
♦ The Appendices include all the usual lists-irregular verbs, two and three word verbs, gerunds and infinitives, spelling and pronunciation rules-as well as some less usual ones, such as reporting verbs.
♦ The detailed Index offers students multiple ways to look up information; they can access entries by form, meaning or use and do not need to know grammatical terms to do this.

Split Editions
Intermediate Grammar is also available in split editions. Volume A covers chapters 1-7, and Volume B covers chapters 8-17.

Teachers Guide
♦ Provides presentation ideas and extension activities.
♦ Offers photocopiable assessment and achievement quizzes, plus an Answer Key.
434366-9 Student Book $19.95
435276-5 Volume A $11.95
435277-3 Volume B $11.95
434367-7 Teacher's Book $18.50

Grammar Troublespots
An Editing Guide for Students, Third Edition
Ann Raimes, High Intermediate to Low Advanced
The second edition of Grammar Troublespots offers a modified version of the grammar-editing section that is included in the extremely successful Exploring Through Writing: A Process Approach to ESL Composition, Third Edition.
♦ Illustrates 21 of the errors most prevalent among students through self-diagnostic flowcharts, explanations, and exercises. Includes new sections on modal verbs and idioms. Features a redesigned text for more accessible rules.
532868CA Student’s Book $19.00

Resource Books for Teachers

Series Editor: Alan Maley
Each book covers a key area of language teaching, followed by examples and discussion of actual classroom materials and techniques.

---

Dictionaries
Jonathan Wright
This book offers ideas on how dictionaries can be used to encourage reading while developing memory skills. © 1998
437219-7 Book $17.95

Vocabulary
John Morgan and Mario Rinvolucri
This book offers communicative activities for teaching new words to learners of any foreign language. © 1986
442186-4 Book $17.95

Listening
Goodith White
This book examines how teachers can motivate students to develop confidence and independence in listening. Over 70 classroom activities are offered. © 1998
437216-2 Book $17.95

Creating Stories with Children
Andrew Wright
A wealth of imaginative ideas and resources for helping children to create their own stories, books, and plays while they become confident in their ability to speak and write in English. Photocopiable worksheets are included. ©1998
437204-9 Book $22.95

Writing
Tricia Hedge
This book offers suggestions and guidance for helping students who are having difficulty developing clear and effective writing skills in English. © 1998
437098-4 Book $17.95

Very Young Learners
Vanessa Reilly and Sheila Ward
This book includes over 80 activities with practical ideas and advice for teaching English to very young students. Over 20 photocopiable pages are included. ©1997
437209-X Book $22.95

Role Play
Gillian Porter Ladousse
This book is ideal for developing fluency and offers a focal point for lessons integrating the four skills. © 1987
437095-X Book $17.95

Projects With Young Learners
Sarah Burwood, Helen Dunford, and Diane Phillips
This book contains practical ideas and materials for doing projects with children and adolescents. ©1999
437221-9 Book $22.95

Music and Song
Tim Murphey
This book describes how a piece of music can be integrated into a language classroom to teach a variety of skills. © 1992
437055-0 Book $17.95

Learner-Based Teaching
Colin Campbell & Hanna Kryszewska
This book includes 70 language practice activities that make use of the wealth of knowledge, experience, and expertise that students bring to the classroom. © 1992
437163-8 Book $17.95

Arts and Crafts with Children
Andrew Wright
This book provides a wealth of creative, imaginative activities with integrated language practice. The activities can be done with minimal resources, and do not need special artistic expertise on the part of the teacher. © 2001
437825-X Book $22.95

---

Teaching Techniques in English as a Second Language
Series Editors: Russell N. Campbell and William E. Rutherford
A unique series of books especially designed to meet the needs of the busy classroom teacher. Teachers new to the ESL field will rely on these books for practical, step-by-step guidance. Experienced teachers will find new teaching applications for many of the principles they already value, as well as thought-provoking questions to stimulate further exploration. Practical, concrete, linguistically-sound answers to the question of what to do on Monday morning are presented. The authors of each volume in the series are noted authorities in their field and have had years of teaching and teacher-training experience.

Techniques in Teaching Writing
Ann Raimes
Practical procedures for teachers to follow at every stage are outlined, including ways to stimulate students to write through pictures, readings, and discussions, and ways to respond to student writing as a form of communication. ©1983
434131-3 Book $17.95

Techniques and Resources in Teaching Grammar
Marianne Celce-Murcia and Sharon L. Hilles
This book is for teachers who are asking whether, when, and how to teach grammar. The first two chapters of the book address general questions of grammar in ESL theory and classroom practice. These are followed by ideas for creative teaching of grammar. Included are specific suggestions for teaching most of the common, beginning-level structures, which are listed separately in a grammar index for easy reference. ©1988
434191-7 Book $17.95

Techniques in Testing
Harold S. Madsen
Testing in all skill areas is covered. How to write and evaluate tests is clearly explained with numerous examples. Also featured is an appendix describing the most important commercial, proficiency, achievement, and aptitude tests. ©2000
435574-8 Book $17.95

Techniques and Principles in Language Teaching
Second Edition
Diane Larsen-Freeman
The second edition of Techniques and Principles in Language Teaching includes a modest updating of all of the methods presented in the first edition with the exception of Chapter 6 which has undergone a substantial revision to reflect the evolution of Suggestopedia (1st ed.) to Desuggestopedia in this edition. In addition, the Introduction has been expanded and methods that have come into prominence since the first edition of this book have been included. As in the first edition, the author draws the reader into classrooms where various teaching methods and approaches are being used. Readers are encouraged to reflect on their own beliefs and to develop their own approach to language teaching. The book provides practical, step-by-step guidance for new teachers, while introducing more experienced teachers to new approaches and teaching ideas. ©2000
434134-8 Book $17.95

Techniques in Teaching Vocabulary
Virginia French Allen
This book provides a sound basis for teaching vocabulary, and answers such questions as which English words students need to learn most, and why some words are easier to learn than others. ©1983
434130-5 Book $17.95

Techniques in Teaching Reading
Sandra Silberstein
Appropriate for new and experienced teachers alike, this book answers both theoretical and practical questions on the teaching of reading. The author offers numerous suggestions on how to teach expository prose, non-prose reading, fiction, poetry, and songs, as well as advice on how to help students discern opinion from fact. Textbook examples are complemented with a chapter on how teachers can develop their own materials. ©1993
434132-1 Book $17.95

Ordering Information

All Orders Should be Addressed to:
Caswell & Caswell
3571 Newgate
Troy, MI  48084

WHEN ORDERING BY PHONE please let us know if a confirming purchase order will be sent. This will help us avoid possible problems with duplicate orders.

To Order Toll Free Call: 1-800-757-7668
To Order by Fax 1-248-646-4359

METHOD OF SHIPMENT will be United Postal Service unless special request is made by the customer or we see a need to ship via another service.

SHIPPING AND HANDLING CHARGES are typically 10% of the total order. There is a $4.50 minimum charge. Residential customers have a minimum charge of $5.25

ORDERS FROM INDIVIDUALS should be prepaid. Be sure to include state sales tax.

ALL CHECKS OR MONEY ORDERS MADE PAYABLE TO:
CASWELL & CASWELL

ORDERS FROM EDUCATIONAL INSTITUTIONS should include a purchase order number when possible and must be on either official stationary or an official purchase order form.

CLASSROOM DISCOUNTS ARE AVAILABLE.
PLEASE CALL FOR INFORMATION.

EXAMINE ALL MATERIALS AS SOON AS RECEIVED! Notify us of damaged or missing items immediately.

ALL RETURNS MUST BE AUTHORIZED BY CASWELL & CASWELL. Permission to return should be requested and authorized in writing. We will not issue credit on unauthorized returns. All returned material must be in perfect, unmarked, saleable condition.

ALL PRICES IN THIS CATALOG are subject to change because of possible producer price changes. We bill at the producer’s latest selling price. In case of a sizable increase in price, we will notify prior to shipment for confirmation.
CASWELL & CASWELL
ORDER FORM

Ship To:         Bill To: (if different)
Name:_________________________  Name:_________________________
Institution:__________________  Institution:_____________________
Department:__________________  Department:_____________________
St. Address:__________________  St. Address:_____________________
City/State/Zip:________________ City/State/Zip:________________
Telephone: (____)______________  Telephone: (____)______________
EMail Address_________________
Fax: (____)____________________

Payment Method: (Check One)
☐ Payment Enclosed
☐ Bill my Institution
P.O.#________________________

Shipping & Handling Charges:
10% of total purchase
$4.50 minimum S&H Charge
$5.25 minimum Residential S&H Charge

Date

All orders are shipped net 30 days. Returns must have written authorization from us.

<table>
<thead>
<tr>
<th>ITEM#</th>
<th>QTY</th>
<th>PRODUCT DESCRIPTION</th>
<th>$ EACH</th>
<th>$ TOT. COST</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CASWELL & CASWELL
3571 Newgate, Troy, MI  48084
www.teachersmarketplace.com

☐ Yes! I would like to join your mailing list!