

How to Master Skills for the

TO EFL

新托福考试专项进阶

高级写作

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Advanced

Michael A. Putlack | Stephen Poirier



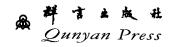


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Michael A. Putlack | Stephen Poirier 张洪伟 王子睿 王成霞 译



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Introduction

A. Information on the TOEFL® iBT

The Format of the TOEFL® iBT

Section	Number of Questions	Timing	Score
Reading	 3~5 Passages – approximately 700 words each – 12~14 questions per passage 	60~100 min.	30 points
Listening	 2~3 Conversations 12~25 exchanges each (3 min.) 5 questions per conversation 4~6 Lectures 500~800 words each (3~5 min.) 6 questions per lecture 	60~90 min.	30 points
BREAK		10 min.	
Speaking	• 2 Independent Tasks (preparation: 15 sec. / response: 45 sec.) 1 personal experience 1 personal choice/opinion • 2 Integrated Tasks: Read-Listen-Speak (preparation: 30 sec. / response: 60 sec.) 1 campus situation topic - reading: 75~100 words (45 sec.) - conversation: 150~180 words (60~80 sec.) 1 academic course topic - reading: 75~100 words (45 sec.) - lecture: 150~220 words (60~90 sec.) • 2 Integrated Tasks: Listen-Speak (preparation: 20 sec. / response: 60 sec.) 1 campus situation topic - conversation: 180~220 words (60~90 sec.) 1 academic course topic - lecture: 230~280 words (90~120 sec.)	20 min.	30 points
Writing	 1 Integrated Task: Read-Listen-Write (20 min.) reading: 230~300 words (3 min.) lecture: 230~300 words (2 min.) a summary of 150~225 words 1 Independent Task (30 min.) a minimum 300-word essay 	50 min.	30 points

B. Information on the Writing Section

The Writing section of the TOEFL® iBT measures test takers' ability to use writing to communicate in an academic environment. This section has two writing tasks. For the first writing task, you will read a passage and listen to a lecture and then answer a question based on what you have read and heard. For the second writing task, you will answer a question based on your own knowledge and experience.

1. Types of Writing Tasks

- (1) Integrated Writing Task
 - Read You will read a short text of about 230~300 words on an academic topic for 3 minutes. You may take notes on the reading passage.
 - Listen After reading the text, you will listen to a lecture discussing the same topic from a different perspective for about 2 minutes. You may take notes on the lecture.
 - Write You will have 20 minutes to write a 150- to 225-word summary in response to the following kinds of questions:

Casting Doubt

- _ Summarize the points made in the lecture, being sure to explain how they cast doubt on specific points made in the reading passage.
- _ Summarize the points made in the lecture, being sure to explain how they challenge specific claims/arguments made in the reading passage.
- cf. This question type accounts for almost all the questions that have been asked on the TOEFL® iBT so far.

Problem-Solution

_ Summarize the points made in the lecture, being sure to specifically explain how they answer the problems raised in the reading passage.

(2) Integrated Writing Task

You will have 30 minutes to write an essay of at least 300 words in response to the following kinds of questions:

Agree / Disagree

- _ Do you agree or disagree with the following statement? [A sentence or sentences that present an issue] Use specific reasons and examples to support your answer.
- cf. This question type accounts for almost all the essay topics that have been asked on the TOEFL® iBT so far.

Preference

- _ Some people say X. Others believe Y. Which opinion do you agree with? Use specific reasons and examples to support your answer.
- _ Some people do X. Others people do Y. Which do you think is better? Use specific reasons and examples to support your opinion.

2. Writing Scoring Rubrics

(1) Integrated Task (Question 1)

Your response to the Integrated Task will be scored according to these criteria:

Score	Task Description
5	A response at this level is a well-organized summary of the lecture in connection with the reading. The response includes important points made in the lecture and appropriately explains how they are related to important points made in the reading. It shows appropriate language structure and usage, with only occasional minor errors which do not interfere with conveying information and connections.
4	A response at this level contains most of the important points from the lecture and the reading and is generally good in relating the information from the lecture to that of the reading. But it may omit some points or explain them imprecisely. It may also show noticeable minor language errors or an occasional lack of clarity.
3	A response at this level includes some important information from the lecture and connects it with the relevant information from the reading. But it may omit one key point made in the lecture and shows only limited understanding of the information. Some content or connections between ideas may be incomplete or incorrect; errors in grammar or usage make some sentences unclear.
2	A response at this level does not include sufficient relevant information from the lecture and the reading and is not successful in relating the information from the lecture to that from the reading. It is characterized by language errors or expressions that make it difficult for the reader to understand key ideas or to follow connections among ideas.
1	A response at this level contains little or no important points from the lecture and fails to relate information from the lecture and the reading. It is poorly written and contains so many language errors that it is difficult to understand it.
0	A response at this level only copies sentences from the reading, is not related to the topic, is written in a language other than English, or is blank.

(2) Independent Task (Question 2)

Your essay for the Independent Task will be scored according to these criteria:

Score	Task Description
5	An essay at this level effectively responds to the topic and task by clearly stating an opinion and is easy to understand. It is well organized and shows unity, progression, and coherence. It is well developed with clearly appropriate examples, reasons, and/or details, and it displays a good command of language, including a variety of sentence structures and well-suited choices of words and idioms to express ideas.
4	An essay at this level responds to the topic and task well, but some points may not be fully supported. It is generally well organized and shows unity, progression, and coherence with only occasional redundancy or lack of clarity. It also is generally well developed with appropriate examples, reasons, and/or details, and it demonstrates a good use of language, including various sentence structures and range of vocabulary with occasional language errors that do not obscure the meaning.
3	An essay at this level responds to the topic and task on a basic level with somewhat developed examples, reasons, and/or details. It shows unity, progression, and coherence in spite of occasional, unclear connections among ideas. It is also characterized by correct but limited use of grammar and vocabulary, including errors in sentence formation and word choice that may make some sentences unclear or difficult to understand.
2	An essay at this level displays limited development in response to the topic and task, with inappropriate or insufficient supporting details. It has poor organization or connections among ideas and is marked by obviously inappropriate word choice or word forms and an accumulation of errors in grammar and/or usage.
1	An essay at this level responds to the task confusingly. It lacks any organization and development. It contains little or no detail or details that are not related to the task, and it shows serious and frequent errors in grammar and usage.
0	An essay at this level only contains words from the topic, is not related to the topic, is written in a language other than English, or is blank.

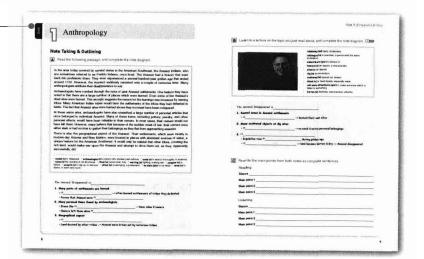
How to Use This Book

How to Master Skills for the TOEFL® iBT Writing Advanced is designed to be used either as a textbook for a TOEFL® iBT writing preparation course or as a tool for individual learners who are preparing for the TOEFL® test on their own. With a total of 20 units, this book is organized to prepare you for the test by providing you with a comprehensive understanding of the test and thorough practice of essential skills and question types to address the writing tasks on the TOEFL® iBT. Each unit provides a step-by-step program that can enhance your writing ability as well as familiarize you with the question types asked on the TOEFL® iBT. At the back of the book are a list of essential essay topics and two actual tests of the Writing section of the TOEFL® iBT.

PART 1 Integrated Writing

Note Taking & Outlining

In this section, you will practice taking notes while reading an academic passage and listening to a lecture on the same topic. Also, you will practice identifying and expressing the main arguments from both the reading and the lecture on a sentence level.



2 Synthesizing & Organizing

This section allows you to practice combining the main arguments from both the reading and the lecture in one sentence. It also provides you with a useful template for writing a response.

ynthesizing & Organizing	Review th	e notes from the reading and the lecture. Complete the following chart with full
The following sentences are some important points from both the reading and the lecture. Combine each pair of sentences to creets your own sentence using the given pattern.		/ The reading claims that
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Names, the problems trained that Reading: The late that Appears also were board of them in room has been procupated. Calcinging: They were belong commonwes in which they board got one sides is a place to thus good to be the form and the state of the state of the second to seat or a place to their board of the second to seat or a place to their board of the second to seat or a place to the second to seat or a place to the second to seat or a place to the second to seat or a fire second place to the second to seat or a fire second place to the second to second	Body 1	7 Feet, the reading declares that
The softener of the substitute		He flinks Second the proteeor claims that
Combine While the reading mortions that	Body 2	7: The reading, on the other hand, makes the argument that
Reading It was natural that other fitnes, covering the nich land, made was upon the Ansasza and drive from nich. Lindering: All few water supplies remained simply could not satisfy the Ansaszi's large population.	Body 2	Finally, although the reading morelions (told According to ten; their population rose
combine to contact to the reading which clams that	Conolusion (Optional)	10 In conclusion.

3 TOEFL iBT Practice

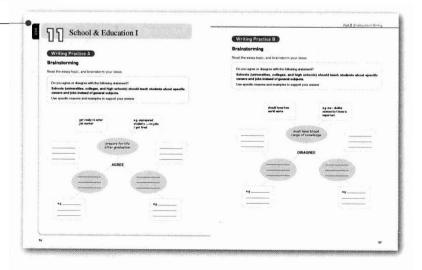
In this part, you will be presented with a new academic passage and a lecture and will be asked to make a summary on your own. You can evaluate your response with the given checklist.



PART 2 Independent Writing

4 Brainstorming

This section will help you brainstorm your ideas about the essay topic. You can practice generating your ideas in a structured way by using a mind map. Try to come up with as many ideas as possible.



6 Outlining & Organizing -

This section will help you practice making an outline of your ideas and translating them into sentences. You can practice organizing your brainstormed ideas into a logical sequence and writing the most important sentences in an essay—the thesis statement, topic sentences, and the summary sentence(s).

Outlining & Organizing		Outlining & Organizing Left at your separated many and complete the following relative		
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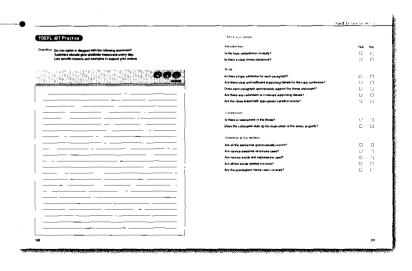
6 Completing the Essay-

This section will ask you to complete an essay based on your outline. You should support your thesis statement and topic sentences with appropriate details, such as general statements, reasons, and examples.

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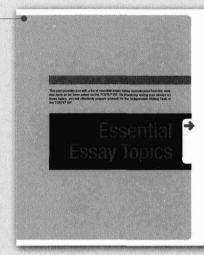
7 TOEFL iBT Practice

This part offers a new essay topic on which you should write an essay on your own. You have to plan your time to write the essay in 30 minutes. You can evaluate your essay with the given checklist.



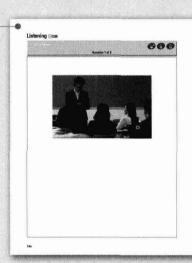
8 Essential Essay Topics

This part provides you with a list of essential essay topics reconstructed from the ones that have so far been asked on the TOEFL® iBT. By practicing writing your essays on these topics, you will effectively prepare yourself for the Independent Writing Task of the TOEFL® iBT.



Actual Tests

This part offers two full practice tests that are modeled on the Writing section of the TOEFL® iBT. These tests will familiarize you with the actual test format of the TOEFL® iBT.





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Integrated Writing

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Unit 2 · Biology I

Unit 3 • Environment I

Unit 4 * Health

Unit 5 * History

Unit 6 Archaeology

Unit 7 • Astronomy

Unit 8 • Business

Unit 9 * Biology II

Unit 10 * Environment II

Overview

■ Introduction

The Integrated Writing Task on the TOEFL® iBT has two parts. The first part is a reading passage, and the second part is a listening lecture that is related to the reading passage. After reading and listening, you must then answer a question related to the passage and lecture.

Reading

The reading passage, which covers an academic topic, is typically 230-300 words long, and the reading time is 3 minutes. There is typically an introduction paragraph to begin the passage. Then the reading passage provides some main points in the body. There may or may not be a short conclusion.

Listening

The listening lecture is typically 230-300 words long and takes about 2 minutes. The lecture begins with a short introduction and then follows by providing counterpoints that relate to the topic. These points typically cast doubt upon or challenge the arguments that were made in the reading passage. Sometimes, they may provide solutions to the problems posed in the reading.

Writing

The ideal response provides information on all the points and counterpoints that are given in the reading and the lecture. The summary should be about 150-225 words long although it may be longer. You should not give an opinion in the summary.

Question Types

1. Casting Doubt

- Summarize the points made in the lecture, being sure to explain how they cast doubt on specific points made in the reading passage.
- Summarize the points made in the lecture, being sure to explain how they challenge specific claims/arguments made in the reading passage.
- cf. This question type accounts for almost all of the questions that have been asked on the TOEFL® iBT so far.

2. Problem-Solution

 Summarize the points made in the lecture, being sure to specifically explain how they answer the problems raised in the reading passage.