For Assistance or more information:
Tacoma Community House Training Project
P. O. Box 5107 / 1314 South “L” Street
Tacoma, Washington 98415
253-383-3951 or 206-682-9112
www.tchonline.org/educationservices/trainingproject
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>5</td>
</tr>
<tr>
<td>Evaluating ESL Texts</td>
<td>6</td>
</tr>
<tr>
<td>Libraries</td>
<td>7</td>
</tr>
<tr>
<td>Books</td>
<td></td>
</tr>
<tr>
<td>Activities</td>
<td>8</td>
</tr>
<tr>
<td>Citizenship</td>
<td>9</td>
</tr>
<tr>
<td>Comprehensive Texts</td>
<td>10, 11</td>
</tr>
<tr>
<td>Conversation</td>
<td>12, 13</td>
</tr>
<tr>
<td>Grammar</td>
<td>14</td>
</tr>
<tr>
<td>Listening</td>
<td>15</td>
</tr>
<tr>
<td>Language Learning &amp; Teaching Methods</td>
<td>16, 17</td>
</tr>
<tr>
<td>Literacy</td>
<td>18, 19</td>
</tr>
<tr>
<td>Pronunciation</td>
<td>20, 21</td>
</tr>
<tr>
<td>Storytelling</td>
<td>22</td>
</tr>
<tr>
<td>Visuals</td>
<td>23</td>
</tr>
<tr>
<td>Vocational ESL</td>
<td>24, 25</td>
</tr>
<tr>
<td>Ordering Information</td>
<td>26</td>
</tr>
<tr>
<td>Web Sites</td>
<td>27 - 29</td>
</tr>
<tr>
<td>Index</td>
<td>30 - 32</td>
</tr>
</tbody>
</table>
INTRODUCTION

This bibliography contains some of the books - new finds as well as tried and true classics - that the Tacoma Community House Training Project (TCHTP) staff and trainers have found most useful and interesting for ESL tutors and teachers. Of course there is no such thing as a perfect text, so you may have to pick and choose or adapt some of these materials to the particular needs of your students. Each person has his or her own style and approach to teaching, so different texts work for different tutors. We have included a sampling of books for a wide range of student levels, skills, and interests.

What does the code 1, 2, 3/4 and R mean?

After each description, we have indicated the level of student the book is most appropriate for: 1 (Beginning Survival Level/Preliterate), 2 (Beyond Survival Level), 3/4 (Higher Level). These levels correspond to the checklist in the Tutoring ESL: A Handbook for Volunteers and the Washington State Basic ESL Competencies. Some of the books are for the tutor's reference only, and these we have indicated with the letter R.

How can I get these books?

All books may be borrowed and/or purchased.

To Borrow: Most of the books are available for check-out throughout the Seattle Public Library System (SPL) and the King County Library System. In this bibliography, we've included the SPL call numbers when they are available. (See Libraries, p. 3) If you live outside these library districts, you may still be able to access books through a reciprocal agreement between your library and the Seattle or King County Libraries.

The ABLE Network Literacy Resource Center also lends books for 3 weeks. Access the Resource Library at http://www.sbctc.ctc.edu/able/libguidelines.asp. Requests can be made by mail, email, fax or phone. An “ABLE” designation indicates that you may borrow and/or purchase the materials. “Copy” means that you may photocopy the materials borrowed from ABLE.

To Purchase: Each book description contains ordering information with publishing company addresses and phone numbers in the back if you want to purchase a book. This information was updated in February 2003, but prices may vary between distributors and are subject to change. The ISBN is the unique identification code assigned to each title and is necessary for ordering. Some materials may be purchased through the Tacoma Community House Training Project. Some materials are no longer available at the publishing house, but may be purchased through Amazon.com. Because these materials are often considered “out of print,” availability is not guaranteed.
HOW TO EVALUATE AN ESL TEXT

**Method:**
Are the activities student-centered? Is the method consistent with your teaching style?

**Use:**
Is the book easy to use? Is it flexible enough to be adapted to the student's needs and level? Are instructions to the teacher included or available?

**Subject Matter:**
Is the subject matter current and interesting? Accurate? Varied? Appropriate for your student?

**Appearance:**
Is the book cluttered or easy to look at? Are the illustrations lively, realistic, and clear? Do illustrations and photos represent both sexes, different groups, and ethnic groups?

**Culture:**
Are multiple cultures represented? Are sexist, racist, and ethnic stereotypes avoided?

**Exercises and Activities:**
Is there a variety of exercises and activities? Are they appropriate for a one-on-one situation or do they require a group? Do they promote meaningful communication? Is there adequate review of past lessons?
**LIBRARIES AND RESOURCE CENTERS**

**ABLE Network Literacy Resource Center**

Evergreen Plaza - Ste 708  
711 Capitol Way  
Olympia, WA 98504  
360-586-3527  
www.sbctc.ctc.edu/able/libguidelines.asp

This is a web-based lending library. Any of the over 2500 titles are sent directly to the requestor. The library consists primarily of teacher resource materials (books, videos, core curriculum materials and research results) in a wide range of topics. Materials are loaned for 3 weeks. Some materials may be purchased or copied. The center is open for walk-ins daily from 8:30 a.m. - 4:30 p.m.

**Seattle Public Library System**

Main Branch  
1000 4th Ave.  
Seattle, WA 98104  
(206)386-4660  
www.spl.org

**Tacoma Community House Training Project**

1314 S. “L” Street  
P. O. Box 5107  
Tacoma, WA 98415  
(253) 383-3951  
(206) 682-9112  
www.tchonline.org/education/services/trainingproject/index.htm

Offers a walk-in, non-lending resource library for perusal of over 1000 titles. A number of agency produced materials are also available for purchase.

**King County Library System**

Main Branch  
300 8th Avenue  
Seattle, WA 98109  
(800) 462-9600  
www.kcls.org

Both the Seattle Public and King County Library Systems include many of the ESL materials listed in the TCH Training Project's Bibliography. Interlibrary loans and reciprocal agreements with many community library systems throughout Washington State are available.

---

**Explanation of Annotated Entries**

**Alta:** Publisher. See index for web site, address, etc.

**$11.95:** cost per copy. Shipping and handling are not included

**ISBN #:** individual “identifier” for every book published

**SPL #:** Seattle Public Library’s system for identifying books and materials

**ABLE:** ABLE Network Literacy Resource Center. Use their web site to borrow or purchase material

**(copy):** You may copy the item loaned from ABLE and then return it

**Amazon.com:** Go on-line to purchase materials
ACTIVITIES

The Card Book
Abigail Tom and Heather McKay

You can copy, cut, laminate, or glue these versatile, picture cards. Each of the nine sets include topics like food, clothing, animals, daily activities, and more. Each offers six activities classified as Information Sharing, Opinion Sharing, or Problem Solving. The indexes arrange activities by function and grammatical structure. It’s not just a book of cards...it’s a book of everything. 1, 2, 3/4

- Alta
  $21.95
  ISBN # 1-882483-79-0

Communication Starters and Other Activities for the ESL Classroom
Judy Winn-Bell Olsen

Many different activities for all levels of students. 1, 2, 3

- Amazon.com
  $20.83
  ISBN # 0-13-155656-8
  SPL Call # READ TEACH

Drawing Out: Creative, Personalized, Whole Language Activities
Sharron Bassano and Mary Ann Christison

Reproducible pages with space for student drawings that provide a focus or stimulus for oral interaction or written expression. Students are encouraged to talk about their experiences and feelings. 1, 2, 3/4

- Alta
  $21.95
  ISBN # 1-882483-32-4
  SPL Call # 428.24 BASSANO 1995
  ABLE

Index Card Games for ESL
Raymond Clark, Ruthann Brown

Six basic games that can be adapted to all student levels to practice literacy and conversational skills. 1, 2, 3/4

- Alta
  $15.00
  ISBN # 0-86647-158-8
  SPL Call # 428.24 INDEX C1992

ESL Teacher’s Holiday Activity Kit
Elizabeth Claire

Ready-to-use reading selections, games, projects, visuals, and exercises for teaching American holiday customs, concepts, and vocabulary. 1, 2, 3/4

- Alta
  $21.95
  ISBN # 1-882483-31-6
  SPL Call # 428.34 INDEX C1992

Purple Cows and Potato Chips: Multisensory Language Acquisition Activities
Mary Ann Christison and Sharron Bassano

A wide variety of fun activities that encourage the use of all senses. 1, 2, 3/4

- Alta
  $21.95
  ISBN # 0-87628-305-9
  SPL Call # 428.24 INDEX C1992

Community Spirit: A Practical Guide to Collaborative Language Learning
Sharron Bassano and Mary Ann Christison

A complete and practical guide for building student motivation and participation in the classroom, developing students’ group skills and ability to collaborate, and centering the instructional content on the students themselves. R

- Alta
  $21.95
  ISBN # 1-882483-30-8
  SPL Call # 428.34 BASSANO 1995
  ABLE

Games for Language Learning
New Edition
Andrew Wright, David Betteridge, and Michael Buckby

This highly successful resource book for communicative language practice emphasizes communication and cooperation. 1, 2, 3/4

- Cambridge University Press
  $24.00 (Alta)
  ISBN # 0-521-27737-X
  SPL Call # 418.007 WRIGHT 1984

Purple Cows and Potato Chips: Multisensory Language Acquisition Activities
Mary Ann Christison and Sharron Bassano

A wide variety of fun activities that encourage the use of all senses. 1, 2, 3/4

- Alta
  $21.95
  ISBN # 0-87628-305-9
  SPL Call # 428.24 INDEX C1992

Zero Prep: Ready-to-Go Activities for the Language Classroom
Laurel Pollard and Natalie Hess

A book covering a wide variety of activities that require no prior preparation and can be used over and over again. R

- Alta
  $21.95
  ISBN # 1-882483-64-2
  ABLE
Citizenship: A Guide to Good Teaching
Elisabeth Mitchell

A guide to encourage citizenship teachers and tutors to teach in ways that will increase the likelihood that their students will pass the citizenship test and the interview.  

- ABLE (copy)

Citizenship: Passing the Test
2nd Edition
Lynne Weinbraub

Written for students at beginning literacy levels. Information is updated to match the most recent INS requirement. Includes an overview of U.S. history and government, spelling practice and oral interview strategies.

- New Readers Press
  Student Book $14.25
  ISBN # 1-56420-281-X
  Workbook $8.75
  ISBN # 1-56420-280-1
  Teacher’s Guide $8.00
  ISBN # 1-56420-282-8
  Audiotape $17.00
  ISBN # 1-56420-283-6
  Audio CD $17.00
  ISBN # 1-56842-297-6

English Through Citizenship
Elaine Kirn

A full, three level program of simplified civics material using proven ESL methodology in language skills instruction – primarily listening, speaking, and reading. Includes illustrations and a complete teacher’s guide for each level, with a “mini-teacher training course,” and an answer key.

- Delta Systems
  Literacy Level
  Student Book $8.50
  ISBN # 0-937354-35-X
  SPL Call #323.623 ENGLISH 1989
  Teacher’s Guide $10.95
  ISBN # 0-937354-37-6

Beginnin g Level
Student Book $10.95
ISBN # 0-937354-38-4
SPL Call #428.34 KIRN 1989
Teacher’s Guide $10.95
ISBN # 0-937354-40-6

Intermediate Level
Student Book A $10.95
ISBN # 0-937354-41-4
SPL Call #428.34 KIRN 1989
Student Book B $10.95
ISBN # 0-937354-44-9
Teacher’s Guide $10.95
ISBN # 0-937354-43-0

Look at the U. S.
Sally Wigginton/Carole Cross

This pictorial-based literacy student text and instructor’s manual target students at pre-literate and low levels. Group listening and writing activities encourage student participation while worksheets and extension activities help ensure comprehension.

- Amazon.com
  Literacy Level
  Student Text $12.50
  ISBN #0-8092-4329-6
  SPL Call # 428.64
  WIGGIN 1989
  Teacher’s Guide $12.81
  ISBN #0-8092-4328-8

Book 1
$10.50
ISBN # 0-8092-4387-3

Book 2
$10.50
ISBN # 0-8092-4386-5

Teacher’s Guide for Books 1 & 2
$8.75
ISBN # 0-8092-4380-6

Mock Citizenship Interview
(Video)

Includes the interview, swearing to testimony, checking ID documents, etc. Highly recommended by applicants, service providers, and citizenship teachers as an effective tool for preparing for the naturalization examination.

- Immigrant Legal Resource Center
  $40.00 ($17.50 nonprofit)
  SPL Call # VHS 323.62 MOCK CI

Teacher = s Guide $10.95
ISBN # 0-937354-43-0

Preparation for Citizenship
Delores Doran de Valdez, Claudia Riedel, and Joe Burgos

This lower level text is great for beginners - the basics needed for the history and civics portions of the preparation for citizenship.

- Steck-Vaughn
  $13.95
  ISBN 0739834584
  SPL Call # 323.623 PREPARA 1995

Voices of Freedom: English and Civics for the US Citizenship Exam
3rd Edition
Bill Bliss and Steven Molinsky

This popular content-based citizenship text offers comprehensive preparation for the INS interview and the English / civics exam - and also features exciting new activities to promote students’ participation in the political process.

- Amazon.com
  $18.60
  ISBN # 0-13-045266-1
  SPL Call # 320.473 BLISS 1993
Family Tutoring: A Family-based Curriculum for Refugee and Immigrant Parents

Alysan Croydon

State-of-the-art learner-centered teaching approaches provide the structure for this thematic curriculum. Topics include: “Communicating with schools,” Disciplining and guiding your child in the U.S.” and “Gang Prevention.”

The Basic Oxford Picture Dictionary Literacy Program

see page 23

Collaborations

Jann Huizenga, Gail Weinstein-Shr, and Jean Bernard-Johnston

The approach of this new five-level adult program is meaning-based, learner-centered, and holistic.

1, 2, 3/4

- Heinle & Heinle
  Student Books $16.16 each
  Cassette $21.56 each
  Workbooks $11.66 each
  Teacher Guides $24.26 each

ABLE Literacy:

Student ISBN # 0-8384-6624-9
Cassette ISBN # 0-8384-6626-5
Teacher ISBN # 0-8384-6625-7
Teacher Guide $25.16

Beginning 1:

Student ISBN # 0-8384-4106-8
Cassette ISBN # 0-8384-4112-2
SPL Call # 428-H876C1 CASSETTE
Workbook ISBN # 0-8384-4115-7
Teacher ISBN # 0-8384-4109-2
SPL Call # 424.34 WEINSTE1996

Intermediate 1:

Student ISBN # 0-8384-4108-4
SPL Call # 428.34 BERNARD 1996
Cassette ISBN # 0-8384-4114-9
SPL Call # 428 H87611 CASSETTE
Workbook ISBN # 0-8384-4117-3
SPL Call # 428.34 BERNARD 1996
Teacher ISBN # 0-8384-4111-4

Intermediate 2:

Student ISBN # 0-8384-6634-6
Cassette ISBN # 0-8384-6636-2
Workbook ISBN # 0-8384-6635-4
Teacher ISBN # 0-8384-6643-5

Crossroads

Irene Frankel

This series covers the competencies from Levels 1 through 4 in speaking, reading, listening and writing. Units are based around practical content such as transportation, housing and health. Student books include grammar summaries, tapescripts and an answer key.

1, 2, 3/4

- Alta
  Student Books 1, 3, 4 $12.50
  Student Book 2 $12.95
  Workbooks $8.95 ea.
  Teacher’s Guides $13.95 ea.
  Cassette $31.95 for a set of 2

Level 1

Student Book
ISBN # 0-19-434376-6
Workbook
ISBN # 0-19-434528-9
Teacher’s Guide
ISBN # 0-19-434377-4
Cassettes
ISBN # 0-19-434380-4

Level 2

Student Book
ISBN # 0-19-434381-2
Workbook
ISBN # 0-19-434529-7
Teacher’s Guide
ISBN # 0-19-434382-0
Cassettes
ISBN # 0-19-434384-7

Level 3

Student Book
ISBN # 0-19-434385-5
Workbook
ISBN # 0-19-434530-0
Teacher’s Guide
ISBN # 0-19-434386-3
Cassettes
ISBN # 0-19-434388-X

Level 4

Student Book
ISBN # 0-19-434389-8
Workbook
ISBN # 0-19-434531-9
Teacher’s Guide
ISBN # 0-19-434390-1
Cassettes
ISBN # 0-19-434392-8

Family Tutoring: A Family-based Curriculum for Refugee and Immigrant Parents

Alysan Croydon

State-of-the-art learner-centered teaching approaches provide the structure for this thematic curriculum. Topics include: “Communicating with schools,” Disciplining and guiding your child in the U.S.” and “Gang Prevention.”

- ABLE Network Literacy Resource Center
  $20
  ABLE
LifePrints: ESL for Adults
Allene Grognet & Jodi Crandall, Editors

This core instructional series develops language and cultural understanding through a wide variety of activities that present authentic, natural English and provide opportunities to manipulate language in learning situations typical of students’ everyday lives. 1, 2, 3/4

New Readers Press
Student Books $12.25 ea.
Teacher’s Books $15.00 each
Audio CD $17.00 each
Workbook Literacy $8.25
ABLE

Literacy
Student ISBN # 1-56420-235-4
Teacher ISBN # 1-56420-237-2
Audio Tape ISBN # 1-56420-320-4
Workbook ISBN # 1-56420-316-6
Level 1
Student ISBN # 1-56420-310-7
Teacher ISBN # 1-56420-311-5
Audio Tape ISBN # 1-56420-347-6
Audio CD ISBN # 1-56420-322-0
Workbook ISBN # 1-56420-317-4
Level 2
Student ISBN # 1-56420-312-3
Teacher ISBN # 1-56420-313-1
Audio Tape ISBN # 1-56420-348-4
Audio CD ISBN # 1-56420-323-9
Workbook ISBN # 1-56420-318-2

Side by Side
Third Edition
Steven J. Molinsky, Bill Bliss

This fun and easy-to-use format help students create their own conversations. The conversation then becomes the anchor for the presentation of grammatical and functional language lessons. There is a variety of reading, writing, listening, pronunciation and discussion activities. 1, 2, 3/4

Alta
Student Books $19.10
Workbook $13.45 ea.
Teacher’s Guides $31.95 ea.

Level 1
Student ISBN # 0-13026744-9
Workbook ISBN # 0-13-026745-7
Teacher’s Guide ISBN # 0-13-026753-8

Level 2
Student ISBN # 0-13-026757-0
Workbook ISBN # 0-13-026750-3

Level 3
Student ISBN # 1-56420-314-X
Teacher ISBN # 1-56420-315-8
Audio Tape ISBN # 1-56420-349-2
Audio CD ISBN # 1-56420-324-7
Workbook ISBN # 1-56420-319-0

Take Charge! A Student-Centered Approach to English
Edna T. Diolata

A two-level series that focuses on useful language, authentic communication and critical thinking skills. Level One begins with a visual introduction to a theme, followed by key vocabulary items. Listening, speaking, reading and writing skills are integrated throughout. Level Two contains 20 individual activities each related to a theme. 1, 2

McGraw-Hill
Student Books $15.31 ea.
Grammar Wkbk. $12.14 ea
Cassettes $15.69 ea
Teacher’s Manuals $25.40 ea
Student Book 1
Book 1 ISBN # 0-07044427-7
Grammar Workbook 1
ISBN #0-07044428-5
Cassette 1
ISBN # 0-07044430-7
Teacher’s Manual 1
ISBN # 0-07044429-3
Student Book 2
Book 2 ISBN #0-07044359-9
Grammar Workbook 2
ISBN # 0-07044356-4
Cassette 2
ISBN # 0-07044358-0
Teacher’s Manual 2
ISBN # 0-07044356-4
CONVERSATION

Conversation Book: English in Everyday Life
Revised 3rd Editions
Tina Carver and Sandra Folinos

The books use modified picture dictionary pages to teach vocabulary and basic conversation skills. The activities include drawing pictures, group role plays, partner interviews, cross-cultural exchanges, games, challenges, and more! Topics include shopping, community, work, health, divorce, crime, politics, home remedies, applying for a job, and getting a driver’s license. The teacher’s edition offers teaching tips, warm-up activities, expansion activities, and conversation and vocabulary tests.
2, 3/4

- Longman
  Student Book 1 $18.20
  ISBN # 0-13-792433-X
  SPL Call # 428.34 CARVER1994
  Teacher’s Guide 1 $23.95
  ISBN # 0-13-792441-0

- Student Book 2 $18.20
  ISBN # 0-13-728114-5
  SPL Call # Read Study v.2
  Teacher’s Guide 2 $23.95
  ISBN # 0-13-728122-6

Conversations in English, Book 2
Linda Mrowicki, Janet Isserlis

This book provides a simple, non-threatening way to get low-beginners to talk - at work, at school, and in their community. Exercises include reading and writing skills for accessing new information; listening practice; guided and free conversations; photo stories; vocabulary expansion; and personal story reading and writing.
1, 2

- Linmore Publishing
  Student Workbook $10.95
  ISBN # 0-916591-33-3
  Teacher $8.95
  Teacher ISBN # 0-916591-34-4

Conversation Inspirations
2nd Edition
Nancy Ellen Zelman

This book explains how to organize eight different conversation activities: talks, interviews, role plays, problems, chain stories, and other group discussions.
2, 3/4

- Pro Lingua Associates
  $15.00
  ISBN # 0-86647-094-8
  SPL Call # 428.34 ZELMAN 1996

The Culture Puzzle: Cross-Cultural Communication for English as a Second Language
Deena Levine, Jim Baxter, & Piper McNulty

Includes culture notes with examples of common misunderstandings and readings on key concepts from the field of cross-cultural communication. Focuses on how to use American English appropriately in its cultural context.
2, 3/4

- Amazon.com
  $9.50
  ISBN # 0-13-195520-9

Cultural Awareness
Barry Tomalin and Susan Stempelski

This book is designed to promote cross-cultural interaction in the classroom by using over 70 activities to raise awareness of a learner’s own cultures, as well as those of others.
3/4

- Alta
  Student Books $18.50 ea.
  Workbooks $12.35 ea.
  Teacher Guide’s $31.10 ea.

  Level 1
  Student Book
  ISBN # 0-13-385295-4
  Workbook
  ISBN # 0-13-570870-2
  Teacher’s Guide
  ISBN # 0-13-385311-X

  Level 2
  Student Book
  ISBN # 0-13-385337-3
  Workbook
  ISBN # 0-13-570888-5
  Teacher’s Guide
  ISBN # 0-13-385378-0

  Level 3
  Student Book
  ISBN # 0-13-385535-X
  Workbook
  ISBN # 0-13-570896-6
  Teacher’s Guide
  ISBN # 0-13-385668-2

  Level 4
  Student Book
  ISBN # 0-13-385759-X
  Workbook
  ISBN # 0-13-570904-0
  Teacher’s Guide
  ISBN # 0-13-385907-X

ExpressWays: English for Communication
Steven J. Molinsky, Bill Bliss

The student books contain high-interest readings that integrate life skill topics, grammar and cooperative learning. The workbooks focus on pronunciation, rhythm, stress and intonation. Self-assessment exercises are interwoven with a highway motif. 2, 3/4

- Alta
  Student Books $18.50 ea.
  Workbooks $12.35 ea.
  Teacher Guide’s $31.10 ea.

  Level 1
  Student Book
  ISBN # 0-13-385295-4
  Workbook
  ISBN # 0-13-570870-2
  Teacher’s Guide
  ISBN # 0-13-385311-X

  Level 2
  Student Book
  ISBN # 0-13-385337-3
  Workbook
  ISBN # 0-13-570888-5
  Teacher’s Guide
  ISBN # 0-13-385378-0

  Level 3
  Student Book
  ISBN # 0-13-385535-X
  Workbook
  ISBN # 0-13-570896-6
  Teacher’s Guide
  ISBN # 0-13-385668-2

  Level 4
  Student Book
  ISBN # 0-13-385759-X
  Workbook
  ISBN # 0-13-570904-0
  Teacher’s Guide
  ISBN # 0-13-385907-X
Family Talk Time: A Curriculum for Refugee and Immigrant Parents  
Judy DeBarros, et. al.

The issues in this curriculum were identified by immigrant mothers in a literacy program. Topics include: “Raising Children in the U.S.,” “Using Community Resources,” “Taking Care of Yourself.” Encourages sharing; develops parent empowerment. R

G**o**ing Places: Picture-Based English  
*Eric Burton, Lois Maharg*

This is an excellent book to help beginning students develop the practical language they will need to function at home, at work, and in their communities. A cultural component is woven into every lesson along with grammar and life skills. 1

- **ABLE (copy)**

Look Who’s Talking: Strategies for Developing Group Interaction  
2nd Edition  
Mary Ann Christison and Sharron Bassano

A wide variety of stimulating and exciting conversation activities. 2, 3/4

- **Alta**  
  $21.95  
  ISBN # 1-882483-33-2  
  SPL Call # 428.34 CHRTSTII 1995

Our Own Stories: Readings for Cross-Cultural Communication  
2nd Edition  
Norine Dresser

Draws on students’ own cross-cultural experiences to develop reading skills and to spark lively discussion. 3/4

- **Addison-Wesley/Longman**  
  $20.10  
  ISBN # 0-201-84670-5  
  SPL Call # 428.64 OUR OWN 1995

Say it Naturally  
2nd Edition  
Allie Patricia Wall

Uses a functional approach to help students develop communication strategies for interacting verbally within a broad range of American social situations. 1, 2

- **Heinle & Heinle**  
  Level 1 $31.46  
  ISBN # 0-030221-97-8  
  Level 2 $37.76  
  ISBN # 0-030221-98-6

Talk About Values: Conversation Skills for Intermediate Students  
Irene E. Schoenberg

Drawings, situations, and exercises encourage students to discuss values. A variety of fun activities allows the students to talk about their lives. 3/4

- **Addison-Wesley/Longman**  
  $16.00  
  ISBN # 0-8013-0011-8

Talk Time Handbook  
*Tacoma Community House Training Project*

Talk Time conversation sessions connect limited English speakers and volunteer facilitators to practice communication in a comfortable, non-threatening place. The book details all the steps for developing a successful Talk Time program including conducting a needs assessment, recruiting, screening and supporting volunteers, planning conversation sessions, and evaluating the program. R

- **Free from the Dept. of Education Publications Division**  
  www.ed.gov or  
  1-877-433-7827
  
  **ABLE (copy)**

**Family Talk Time: A Curriculum for Refugee and Immigrant Parents**  
Judy DeBarros, et. al.

The issues in this curriculum were identified by immigrant mothers in a literacy program. Topics include: “Raising Children in the U.S.,” “Using Community Resources,” “Taking Care of Yourself.” Encourages sharing; develops parent empowerment. R

**Going Places: Picture-Based English**  
*Eric Burton, Lois Maharg*

This is an excellent book to help beginning students develop the practical language they will need to function at home, at work, and in their communities. A cultural component is woven into every lesson along with grammar and life skills. 1

- **ABLE (copy)**

**Look Who’s Talking: Strategies for Developing Group Interaction**  
2nd Edition  
Mary Ann Christison and Sharron Bassano

A wide variety of stimulating and exciting conversation activities. 2, 3/4

- **Alta**  
  $21.95  
  ISBN # 1-882483-33-2  
  SPL Call # 428.34 CHRTSTII 1995

**Our Own Stories: Readings for Cross-Cultural Communication**  
2nd Edition  
Norine Dresser

Draws on students’ own cross-cultural experiences to develop reading skills and to spark lively discussion. 3/4

- **Addison-Wesley/Longman**  
  $20.10  
  ISBN # 0-201-84670-5  
  SPL Call # 428.64 OUR OWN 1995

**Say it Naturally**  
2nd Edition  
Allie Patricia Wall

Uses a functional approach to help students develop communication strategies for interacting verbally within a broad range of American social situations. 1, 2

- **Heinle & Heinle**  
  Level 1 $31.46  
  ISBN # 0-030221-97-8  
  Level 2 $37.76  
  ISBN # 0-030221-98-6

**Talk About Values: Conversation Skills for Intermediate Students**  
Irene E. Schoenberg

Drawings, situations, and exercises encourage students to discuss values. A variety of fun activities allows the students to talk about their lives. 3/4

- **Addison-Wesley/Longman**  
  $16.00  
  ISBN # 0-8013-0011-8

**Talk Time Handbook**  
*Tacoma Community House Training Project*

Talk Time conversation sessions connect limited English speakers and volunteer facilitators to practice communication in a comfortable, non-threatening place. The book details all the steps for developing a successful Talk Time program including conducting a needs assessment, recruiting, screening and supporting volunteers, planning conversation sessions, and evaluating the program. R

- **Free from the Dept. of Education Publications Division**  
  www.ed.gov or  
  1-877-433-7827
  
  **ABLE (copy)**
Basic English Grammar  
2nd Edition  
Betty Schrampfer Azar

Full of grammar charts and exercises. Works well as a text for students with a lot of formal education or as a tutor reference. However, the vocabulary is too extensive and the explanations and exercises are too abstract to be effective with students with little or no formal education in their own language. 1, 2, R

- Longman  
  $30.50  
  ISBN # 0-13-368317-6  
  SPL Call # 428.24 AZAR 1996  
  Teacher’s Guide $30.80  
  ISBN # 0-13-368325-7  
  ABLE

Understanding and Using English Grammar  
3rd Edition  
Betty Schrampfer Azar

This book clears up all the grammar rules and develops all four language skills while developing grammar structures. 3/4

- Longman  
  $30.50  
  ISBN # 0-13-958661-X  
  Teacher’s Guide $30.80  
  ISBN # 0-13-958679-2

Fundamentals of English Grammar  
3rd Edition  
Betty Schrampfer Azar

This intermediate text covers present, past and future verb tenses, nouns, pronouns, modal auxiliaries, asking questions, adjective and noun clauses, and comparisons. Numerous exercises use the students’ lives as the context. 2, 3/4

- Longman  
  $30.50  
  ISBN # 0-13-013631-X  
  Teacher’s Guide $30.80  
  ISBN # 0-13-013634-4

Real-Life English Grammar  
Firsten & Kanter

Grammar for learners from low-beginning to intermediate with instruction, exercises, and activities in real-world contexts. 1, 2

- Steck-Vaughn Company  
  Student Books $11.48 ea.  
  Teacher’s Guide $8.47 ea.  
  Low-Beginning Book 1  
  ISBN # 0-8114-4625-5  
  Teacher’s Guide  
  ISBN # 0-8114-4626-3  
  Beginning Book 2  
  ISBN # 0-8114-4627-1  
  Teacher’s Guide  
  ISBN # 0-8114-4628-X  
  Low-Intermediate Book 3  
  ISBN # 0-8114-4629-8  
  Teacher’s Guide  
  ISBN # 0-8114-4630-1  
  Intermediate Book 4  
  ISBN # 0-8114-4631-X  
  Teacher’s Guide  
  ISBN # 0-8114-4632-8

Grammarchants: More Jazz Chants  
Carolyn Graham

A lively review of basic American English grammatical structures that makes learning grammar fun and exciting. 2

- Oxford University Press  
  Student Book $13.95  
  Student ISBN #0-19-434236-0  
  Cassette $17.50  
  SPL Call # 428 676M CASSETTE

New Grammar in Action: An Integrated Course in English  
Barbara H. Foley & Elizabeth R. Neblett

This series is geared to students who may not have a strong background in formal grammar. Each unit is centered around a real-life situation or problem and introduces one grammatical item. Fun! 2, 3

- Heinle & Heinle  
  Books $20.95 each  
  Tapes $24.26 each  
  Book 1 ISBN # 0-8384-6719-9  
  SPL Call # 428.24 F699NI 1998  
  Tape 1 ISBN # 0-8384-6720-2  
  Book 2 ISBN # 0-8384-6723-7  
  SPL Call # 428.24 Foley 1998  
  Tape 2 ISBN # 0-8384-6724-5  
  Book 3 ISBN # 0-8384-6728-8  
  SPL Call # 428.24 F699IF 1998  
  Tape 3 ISBN # 0-8384-6729-6
Before Book One: Listening
Activities for Pre-Beginning Students of English
2nd Edition
Mary Ann and John Boyd

Activities center on listening and non-verbal responding based on communication situations like writing down a phone number. Designed for very low-level students. 1

- Longman
  Student Book $13.10
  Student ISBN # 0-13-068289-6
  Teacher’s Guide $16.75
  Teacher ISBN # 0-13-068321-3
  Cassettes $95.75
  Cassettes ISBN # 0-13-068313-2
  SPL Call # 428 B692B2 CASSETTE 1992
  ABLE

Listen First
Jayme Adelson-Goldstein

A listening book designed for the beginning-level student that assumes no previous knowledge of English. It teaches practical, communicative listening skills through focused listening tasks. 1, 2

- Oxford University Press
  Student Book $10.95
  ISBN # 019-434422-3
  SPL Call # 428.34 ADELSON 1991
  Teacher’s Guide $11.95
  ISBN # 019-434423-1
  SPL Call # 428.34 CREIGHT 1991

Listen to Me!
2nd Edition
Barbara H. Foley

Offers a variety of real-life topics embedded in a central story line. 2

- Heinele & Heinele
  Student Book $28.76
  ISBN # 0-8384-5264-7
  Cassettes $111.56 each set
  Cassette ISBN # 0-8384-5265-5
  SPL Call # 428 F699L CASSETTE
  ABLE

Now Hear This!
Barbara H. Foley

Emphasizes listening in context to develop functional comprehension skills. 3, 4

- Heinele & Heinele
  Student Book $26.96
  Book ISBN # 0-8384-5270-1
  Cassettes $111.56 each set
  Cassettes ISBN # 0-8384-5271-X
  ABLE

Teaching Listening
Comprehension
Penny Ur

An in-depth discussion for the ESL teacher of what is involved in understanding spoken language. This book offers ways to design exercises for your students that address particular listening comprehension difficulties. R

- Cambridge University Press
  $24.00
  ISBN # 0-521-28781-2
  SPL Call # READ TEACH
**Language and Culture in Conflict**
Nina Wallerstein

Based on Brazilian educator Paulo Freire’s problem-posing approach. Curriculum is developed out of the students’ cultural conflicts, social needs and fears about learning English. Topics and related activities span issues about families, neighborhoods, health, work and money.

- Amazon.com
  - $20.00
  - ISBN # 0-201-08290-X

**Language Teaching Techniques**
2nd Edition
Raymond Clark

This book contains 26 basic classroom techniques for teaching any language at any proficiency level to students of any age. Presented in a clear, illustrated format with variations and guidelines for appropriate use, this book is considered an indispensable source of practical ideas for all language teachers.

- Amazon.com
  - $7.89
  - ISBN # 0-86647-023-9
  - SPL Call # 428.34 CLARK 1987

**Language Learning Strategies: What Every Teacher Should Know**
Rebecca L. Oxford

Provides teachers with practical recommendations for developing students’ language learning strategies. Detailed suggestions for strategy use in reading, speaking, listening and writing along with case studies.

- Heinle & Heinle
  - $42.95
  - ISBN # 0-8384-2862-2

**Learning Another Language Through Actions**
5th Edition
James Asher

A complete guidebook on the Total Physical Response approach to teaching language.

- Sky Oaks Productions
  - $16.95
  - ISBN # 1-56018-301-2
  - SPL Call # READ TEACH

**Making Meaning, Making Change**
Elsa Roberts Auerbach

A guide to curriculum development. It describes how teachers and learners can collaborate so that a literacy curriculum is relevant to learners’ life experiences and helps them confront the challenges they face as workers, parents and community members.

- Delta
  - $16.95
  - ISBN #0-937354-79-1
  - Able

**The Natural Approach: Language Acquisition in the Classroom**
Stephen Krashen and Tracy Terrell

Presents the authors’ comprehensive view of how language is acquired and how it can best be taught in the classroom.

- Alta
  - $25.60
  - ISBN # 0-13-609934-3
  - SPL Call # READ TEACH

**Teaching by Principles**
H. Douglas Brown

This is a user-friendly teaching methodology resource for beginning and practicing ESL/EFL teachers. It offers an interactive, communicative approach to language teaching.

- Longman
  - $33.00
  - ISBN # 0-13-028283-9
  - Able
**Teaching Multilevel Classes in ESL**
*Jill Sinclair Bell*

A bible for teachers facing the challenge of mixed-level groups. Includes several chapters on methodology with detailed suggestions for activities and exercises.  

- Delta Systems  
  $14.95  
  ISBN # 0-1562700324  
  SPL Call # 428.2407 BELL 1991  
  ABLE

**Techniques and Principles in Language Teaching**
*Diane Larsen-Freeman*

An analysis and comparison of eight common language-teaching methods for new and experienced teachers.  

- Alta  
  $16.95  
  ISBN # 019-435574-8  
  SPL Call # 428.007 LARSEN 1986

**Tutoring ESL: A Handbook for Volunteers**
*Tacoma Community House Training Project*

This guide, which accompanies the TCHTP Basic ESL Volunteer Tutor Training, contains sections on Getting Started, Mechanics of Teaching, Assessment and Lesson Planning, Vocational ESL, as well as Activities for Practice, which deals with speaking and listening, reading and writing, thinking and the real world, and games.  

- Tacoma Community House Training Project  
  $10.00
Everyday situations are embedded in an ongoing story line featuring a variety of characters from different cultural backgrounds. The reader acquires high-frequency, low-level vocabulary and idioms in context. 1, 2

- Heinle & Heinle
  $24.95
  ISBN # 0-8384-4852-6

First Class Reader! Integrated Skills Lessons for Beginners
Sharron Bassano

Thirty theme-based lessons feature immigrants dealing with daily life in the United States, i.e. moving into an apartment, shopping, etc. Each chapter has a short present-tense reading with a corresponding picture for every sentence. Students can practice their oral language, review words, and do simple writing activities. Good for beginners who are unfamiliar with the English alphabet. 1

- Alta
  $10.95
  ISBN # 1-882483-29-4

First Words in English
Linda Mrowicki

A beginning ESL textbook which provides preliterate secondary and adult students with basic survival oral and literacy skills. It contains a variety of activities dealing with school, work, health, shopping, and emergencies. 1

- Limmore Publishing
  Student Book $10.95  (Alta)
  ISBN # 0-916591-21-2
  SPL Call # 428.24 MROWICK 1990

- Resource Book $24.95  (Alta)
  ISBN # 0-916591-22-0
  SPL Call # 428.24 MROWICK 1990

- Teacher Book $8.95
  ISBN #0-916591-25-5
  Cassette $12.95
  ABLE

Literacy in Lifeskills
Sally Gati

Designed for learners who have had little or no exposure to English, who have not acquired basic literacy skills in their primary language, or who are unfamiliar with the roman alphabet. Students learn to write numbers, personal information, addresses, etc. 1, 2

- Heinle & Heinle
  Book 1  $22.95
  ISBN #0-8384-38466
  Book 2  $22.95
  ISBN # 0-8384-39071

Longman ESL Literacy
2nd Edition
Yvonne Wong Nishio

Chapters are organized around topics useful for literacy students - alphabet, money, family, and school. It has a clean, uncluttered layout and many visuals. Best for students already fairly comfortable with the alphabet and reading and writing simple vocabulary. 1

- Addison-Wesley/Longman
  Student Book $16.10
  ISBN # 0-201-35182-X
  SPL Call # 428.24 NISHIO 1991

- Teacher's Guide $31.90
  ISBN # 0-201-35183-8
  ABLE

Picture Stories: Language and Literacy Activities for Beginners
Fred Ligon and Elizabeth Tannenbaum

Each of the 16 stories, told through a sequence of 10 pictures, deals with a particular cultural topic such as using the telephone, on-the-job responsibilities, household safety, and shopping etiquette. 1

- Addison-Wesley/Longman
  $15.00
  ISBN # 0-8013-0866-4
  SPL Call # 428.24 L627P
  ABLE
More Picture Stories: Language and Problem-Posing Activities for Beginners
Fred Ligon, Elizabeth Tannenbaum, & Carol Richardson Rodgers

Each of the stories offers a life-skill focus such as employment, health, or shopping. Many of the stories are open-ended, and students are encouraged, through discussion questions, to examine their own situations and discuss possible actions. 1, 2
- Addison-Wesley/Longman
  - $15.00
  - ISBN # 0-8013-0839-0
  - SPL Call # 428.24 L627P

A Writing Book: English in Everyday Life
2nd Edition
Tina Kasloff Carver, Sandra Douglas Fotinos, and Christie Kay Olsen

Practical writing skills with such topics as baking, writing letters, and other everyday tasks. Not suitable for preliterates. 2, 3/4
- Longman
  - $22.50
  - ISBN # 0-13-187972-3
  - SPL Call # READ TEACH

Starting to Read
Linda Mrowicki

A literacy book for secondary and adult learners which helps develop recognition of basic written English. Written with a 350 word vocabulary base, it contains topics appropriate to all students. 1

- Linmore Publishing
  - Student Book $8.95 (Alta)
  - ISBN # 0-916591-11-5
  - Teacher’s Guide $14.95 (Alta)
  - ISBN # 0-916591-12-3
  - SPL Call # 428.6 MROWICK 1988
  - Cassette $18.40 (Alta)
  - ISBN# 0-916591-18-2
Pair activities to stimulate listening and speaking skills. Various activities involve a detailed information exchange between partners that not only gives students conversation practice, but also requires correct pronunciation to communicate.

English Pronunciation Exercises for Japanese Students
Harriette Gordon Grate
This book provides intensive practice in English pronunciation. Although it focuses on the sounds that are most difficult for Japanese students, it is useful for any second language speaker. Minimal pair contrast exercises help students hear the difference in sounds and give them ample practice in making each of the sounds distinctly.

Pronunciation Pairs: An Introductory Course for Students of English
Ann Baker and Sharon Goldstein
Designed to teach students to recognize and pronounce the sound of American English, providing practice with individual sounds, word stress, intonation, and sound-spelling relationships.

Pronunciation Contrasts in English
Don L. F. Nilsen & Allen Pace Nilsen
Designed to help ESL teachers aid their students with pronunciation difficulties, this book provides specialized exercises that isolate and correct pronunciation problems. Its three sections deal with vowel contrasts, consonant contrasts, and multiple contrasts.

English Pronunciation for International Students
Paulette Dale and Lillian Poms
This text helps students overcome problems with English pronunciation. Includes work on consonants, vowels, stress, rhythm and intonation. Explains how to produce sounds and offers tips for remembering pronunciation rules.

Pronunciation Plus
Martin Hewings & Sharon Goldstein
The 60 units focus on short, manageable lessons, such as vowels followed by “r”, or pronouncing unstressed syllables. The topics are relevant to everyday life and feature lively illustrations. Topics include: Stress and Rhythm, Intonation, Sounds and Grammar and Pronouncing Written Words.
Small Talk: More Jazz Chants
Carolyn Graham

"Jazz chants" use rhythm and repetition to teach English structures, conversational phrases, intonation, and pronunciation. Organized by functions such as "Saying Goodbye" and "Giving and Receiving Thanks," each unit includes chants from beginning to advanced levels. Exercises follow. Teacher's instructions included.

2, 3/4

Well Said Text/Audio Tape
Package: Pronunciation for Clear Communication
2nd Edition
Linda Grant

Improves students' speech intelligibility and confidence when communicating in social, academic, business and professional settings. 3/4

Whaddaya Say?  Guided Practice in Relaxed Speech
Nina Weinstein

Helps students improve their listening comprehension of informal, everyday spoken English. Contrasts careful, slow pronunciation with relaxed, fast pronunciation. 3

Whaddaya Say?  Guided Practice in Relaxed Speech
Nina Weinstein

Helps students improve their listening comprehension of informal, everyday spoken English. Contrasts careful, slow pronunciation with relaxed, fast pronunciation. 3

■ Oxford University Press
  Student Book $13.95   (Alta)
  ISBN # 0-19-434220-4
  SPL Call # 428 G76S CASSETTE
  Cassettes $17.50
  Chant Cassette
  ISBN # 0-19-434639-0
  SPL Call # 428 G76S CASSETTE
  Exercises Cassette $17.50
  ISBN # 0-19-434638-2
  SPL Call # 428 G76S CASSETTE
  ABLE

■ Whaddaya Say?  Guided Practice in Relaxed Speech
  Nina Weinstein

Helps students improve their listening comprehension of informal, everyday spoken English. Contrasts careful, slow pronunciation with relaxed, fast pronunciation. 3

■ Longman
  Student Book $15.75
  ISBN # 0-201-67040-2
  SPL Call # 428 W433W 200 C
  Cassettes $49.95
  ISBN # 0-201-67043-7
Bridge Across the Americas:
Favorite Hispanic Stories
Penny Cameron

Thirteen stories from Latin America, graduated in difficulty. Includes anticipation, vocabulary, discussion, and comprehension activities. 3/4

- Dominie Press Inc.
  $10.95
  ISBN # 1-56270-017-0
  Dominie Catalogue # 0017-0
  SPL Call # 428.6461 CAMERON

A New Beginning: An ESL Reader
Mary Mitchell, Keesia Harrison Hyzer, and Ann Marie Niedermeier

This text features lively reading passages based on the experiences of an immigrant family recently arrived in the U.S. from Central America. 2, 3

- Amazon.com
  $8.25
  ISBN # 0-13-611849-6

Stories to Tell Our Children
Gail Weinstein-Shr

This book is an anthology of 14 stories collected from immigrants and refugee students. Each one is accompanied by activities designed to invite adults who are new users of English to respond to the stories, and to tell their own as they develop reading and writing skills. 1

- Heinle & Heinle
  $23.36
  ISBN # 0-8384-2362-0
  SPL Call # 428.64 STORIES 1992

- Dominie Press Inc.
  $10.95 (Alta)
  ISBN # 1-56270-037-5
  Dominie Catalogue # 0037-5
  SPL Call # 428.64 BECIJOS 1991

Stories We Brought With Us:
Beginning Readings for ESL
Carol Kasser and Ann Silverman

A collection of very short readings from around the world, each followed by true / false, matching, grammar, vocabulary, and comprehension exercises. Each story is presented in two versions - one simple and the other more complex. 2, 3/4

- Longman
  Student Book $18.90
  ISBN # 0-13-028462-9
  SPL Call # 428.64 KASSER 1986

Tales from the Homeland:
Developing the Language Experience Approach
Anita Bell and Som Dy

A guide for using the language experience approach, using student stories by a Cambodian woman as examples. 1, 2

- Tacoma Community House
  $8.00
  SPL Call # READ TEACH

True Stories Series
Sandra Heyer

The universal appeal of these real-life, human-interest stories engage ESL students with humor and help them become fluent readers. 1, 2, 3/4

- Addison-Wesley/Longman
  $15.45 each
  Very Easy True Stories (Level 1)
  ISBN #0-201-34313-4
  Easy True Stories (Level 1)
  ISBN #0-8013-1089-X
  True Stories in the News (Level 2)
  ISBN #0-201-84660-8
  More True Stories (Level 2)
  ISBN #0-201-69516-2
  Even More True Stories (Level 3)
  ISBN #0-8013-0625-6

Tales from Many Cultures
Penny Cameron

Chosen for their universal appeal, these well-known stories stimulate students to read creatively and interactively. Students are asked to apply their prior knowledge and cultural values to each section. 2

- Amazon.com
  $19.06
  ISBN # 0-201-82521-X

STORYTELLING
Action English Pictures  
Maxine Frauman-Prickel

Contains over 50 picture sequences of daily events. Can be used to build vocabulary, practice grammatical structures, incorporate into TPR activities, or as the basis for conversational and written activities.  
1, 2, 3/4

- Alta  
  Student Book $21.95  
  ISBN # 1-88-2483-71-5  
  SPL Call # 428.24 FRAUMAN 1985  
  Teacher’s Guide  
  SPL Call # 428.24 FRAUMAN 1985  
  ABLE

The Basic Oxford Picture Dictionary Program  
Margo F. Gramer, Norma Shapiro, Jayme Adelson-Goldstein, and Fiona Armstrong

A comprehensive, communicative approach to language development for your literacy to low-beginning level students.  
1, 2

- Oxford University Press (Alta)  
  SERIES INCLUDES:  
  Monolingual English dictionary and Four Bilingual Dictionaries $14.50  
  Teacher’s Resource Book $17.95  
  Workbook $10.50

The Basic Oxford Picture Dictionary Literacy Program  
Garnet Templin-Imel and Shirley Brod

Designed to be used with the Dictionary, this comprehensive four-skills program is photocopiable. The entire program is contained in one binder including Dictionary Topics, Alphabet, Number, and Word Cards, Pre- and Post tests.  
1

- Alto  
  $49.95  
  ISBN # 0-19-434573-4

Chalk Talks  
Norma Shapiro and Carol Genser

A great book showing teachers how to use symbols to elicit student’s stories, words, and real-life concerns.  
1, 2, 3/4

- Command Performance Language Institute  
  $22.95  
  ISBN #0-929724-15-1

Look Again Pictures for Language Development and Lifeskills  
Judy Winn-Bell Olsen

Lessons designed around pairs of pictures. As students identify the differences between the pairs, they practice vocabulary and grammar, and explore aspects of American culture.  
1, 2, 3/4

- Alta  
  $21.95  
  ISBN # 1-88-2483-70-7  
  SPL Call # 428.24 0182L 1998  
  SPL Call # READ TEACH (paperback)

The New Oxford Picture Dictionary Program  
E.C. Parnwell, Patricia E. Zevin, Jayme Adelson-Goldstein, Rheta Goldman, Norma Shapiro, Renee Weiss, Irene Frankel, and Jill Wagner Schimpff

A comprehensive reference to everyday vocabulary covering everything from food and clothing to occupations and public transportation.  
2, 3/4

- Oxford University Press (Alta)  
  SERIES INCLUDES:  
  Monolingual English Dictionary and Nine Bilingual Dictionaries $14.50  
  Teacher’s Guide $17.95  
  Workbooks $10.50  
  Vietnamese, Japanese, Khmer, Chinese, Spanish available at SPL

Looking at American Signs: A Pictorial Introduction to American Language and Culture  
Jann Huizenga

Many real-life photos on a variety of practical topics. Excellent visual aids for any level.  
1, 2, 3/4

- Amazon.com  
  Student Book $6.99  
  ISBN # 0-8325-0400-9  
  SPL Call # READ USA  
  Teacher’s Guide $5.58  
  ISBN # 0-8325-0401-7

Word by Word  
Steven Molinsky and Bill Bliss

This picture dictionary presents over 3000 words through color illustrations in 100 thematic units.  
1, 2, 3/4

- Longman  
  $12.45  
  ISBN # 0-13-278235-9  
  SPL Call # 423.1 MOLINSK 1994
VOCATIONAL ESL

Apply Yourself: English for Job Search Success
Lisa Johnson Kao et. al.

This curriculum teaches functional language, grammatical structures, and essential vocabulary. It focuses on current issues like networking, real job search situations through listening selections, and communicative activities like group and pair work, games, role plays, and problem-solving tasks. Job culture notes in each unit increase cross-cultural awareness.

- Amazon.com
  $13.45
  ISBN # 0-201-87684-1
  SPL Call #428.24 Johnson 1996
  ABLE

Career Development for New Americans
(Former Title: The Working Culture, Book 2)
David Hemphill, Barbara Pfaffenberger, & Barbara Hockman

A good book on career development, job counseling, applying for jobs, training and promotions.

- Amazon.com
  $14.20
  ISBN # 0-13-965377-5
  ABLE

ESL for Action: Problem Posing at Work
Elsa Auerbach and Nina Wallerstein

Lessons for the workplace based on Freire’s problem-posing approach.

- Amazon.com
  Student Book $17.26
  ISBN # 0-201-00101-2
  SPL Call #428.64 AUERBACH 1987 pt.1&2
  ABLE

English ASAP
Steck-Vaughn

These comprehensive materials teach specific workplace skills in employment contexts. Practice exercises develop listening, speaking, reading and writing.

- Steck-Vaughn
  Student Books $16.12 ea.
  Workbooks $11.28 ea.
  Cassettes $22.00 (set of 2)
  Teacher’s Guides $16.93 ea.
  Student Books

Literacy Level
  Student Book
  ISBN # 0-8172-7950-4
  Cassettes
  ISBN #0-8172-7960-1
  Teacher’s Guide
  ISBN # 0-8172-7953-9

Low-Beg Level
  Student Book
  ISBN # 0-8172-7951-2
  Workbook
  ISBN # 0-8172-7956-3
  Cassette
  ISBN # 0-8172-7961-X
  Teacher’s Guide
  ISBN # 0-8172-7954-7

Beginning Level
  Student Book
  ISBN # 0-8172-7952-0
  Workbook
  ISBN #0-8172-7957-1
  Cassette
  ISBN # 0-8172-7962-8
  Teacher’s Guide
  ISBN #0-8172-7955-5

High-Beginning Level
  Student Book
  ISBN # 0-7398-0187-2
  Workbook
  ISBN #0-7398-0188-0
  Cassette
  ISBN # 0-7398-0189-9
  Teacher’s Guide
  ISBN #0-7398-0186-4

Low-Intermediate Level
  Student Book
  ISBN # 0-7398-0193-7
  Workbook
  ISBN #0-7398-0194-5
  Cassette
  ISBN # 0-7398-0195-3
  Teacher’s Guide
  ISBN #0-7398-0192-9
Let's Work Safely! English Language Skills for Safety in the Workplace
Linda Mrowicki

A safety English course for the workplace or for vocational education including: reading safety signs, safety equipment and clothing, and understanding safety instructions. 2, 3/4

- Linmore Publishing
  Student Book $8.95 (Alta)
  ISBN # 0-916591-00-X
  SPL Call # 428.64 MROWICK 1984
  Teacher's Guide $8.95 (Alta)
  ISBN # 0-916591-01-8
  SPL Call # 428.64 MROWICK 1984
  ABLE

Put English To Work: Interaction and Competencies for Job Success
Carole Etchells Cross - Series Advisor

Students acquire general vocational and pre-vocational skills while following workplace experiences of several characters through the series. We recommend the first two levels in the series, literacy and level one. 1, 2

- Contemporary Books
  Student Books $14.64 each
  Teacher's Guides $7.29 each

Student Books
  Literacy Level
  ISBN # 0-8092-0919-5
  Level 1
  ISBN # 0-8092-3359-2

Teacher's Guides
  Literacy Level
  ISBN # 0-8092-0927-6
  Level 1
  ISBN # 0-8092-3352-5
  ABLE

Speaking Up at Work
Catherine Robinson and Jenise Rowekamp

Pre-employment curriculum for students with some literacy skills. Emphasizes language activities which help students maintain and advance in jobs. 2

- Oxford University Press
  Student Book $11.95 (Alta)
  ISBN # 019-434196-8
  SPL Call # READ WORK
  Teacher's Guide $7.95
  ISBN # 019-434197-6
  SPL Call # 650.13 ROBINSON 1985
  ABLE

The Working Experience
Jeanne Smith and Harry Ringel

These texts focus on ESL students’ working experiences in native countries and in the U.S. Short reading use work as a central theme. Exercises and follow-up activities develop vocabulary and word analysis, expand reading and comprehension skills, and reinforce basic grammar patterns. An excellent supplement to the LifePrints Series (see p.10) 1, 2, 3/4

- New Readers Press
  Student Books $10.00 each
  Teacher’s Guide $12.50

Student Books
  Level 1 ISBN # 0-88336-965-6
  SPL Call # 428.64 SMITH 1991
  Level 2 ISBN # 0-88336-966-4
  SPL Call # 428.64 SMITH 1991
  Level 3 ISBN # 0-88336-967-2
  SPL Call # 428.64 SMITH 1991

Teacher Guide
  ISBN # 0-88336-968-0
  SPL Call # Included with Student Books
  ABLE

You're Hired! Contemporary Activity-Based Employment Program
Marilyn Clark, John Mahaffy, Michael St. John, Jan Hart Weihmann

A developmental, activity-based employment program for new readers that guides learners through the process of career self-assessment and getting and keeping the right job. 2, 3/4

- Contemporary Books
  $11.25 ea.
  Book 1: Charting Your Career Path
  ISBN #0-8092-4031-9
  SPL Call # READ WORK
  Book 2: Getting the Right Job
  ISBN #0-8092-4030-0
  SPL Call # READ WORK
  Teacher's Guide (for Books 1 & 2)
  ISBN #0-8092-4029-7
  ABLE

ABLE VOCATIONAL ESL
<table>
<thead>
<tr>
<th>ORDERING INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alta ESL Resource Center</td>
</tr>
<tr>
<td>(800) ALTA-ESL</td>
</tr>
<tr>
<td>14 Adrian Court</td>
</tr>
<tr>
<td>Burlingame, CA 94010</td>
</tr>
<tr>
<td><a href="http://www.altaesl.com">www.altaesl.com</a></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Cambridge University Press</td>
</tr>
<tr>
<td>(800) 872-7423</td>
</tr>
<tr>
<td>Order Fulfillment</td>
</tr>
<tr>
<td>110 Midland Ave.</td>
</tr>
<tr>
<td>Port Chester, N.Y. 10573-4930</td>
</tr>
<tr>
<td><a href="http://www.cup.org">www.cup.org</a></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Contemporary Books, Inc.</td>
</tr>
<tr>
<td>(800) 621-1918</td>
</tr>
<tr>
<td>Two Prudential Plaza, Suite 200</td>
</tr>
<tr>
<td>180 N. Stetson Ave.</td>
</tr>
<tr>
<td>Chicago, IL 60601-6790</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Delta Systems, Inc.</td>
</tr>
<tr>
<td>(800) 323-8270</td>
</tr>
<tr>
<td>1440 Miller Parkway</td>
</tr>
<tr>
<td>McHenry, IL 60050-7030</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Dominie Press, Inc.</td>
</tr>
<tr>
<td>(800) 232-4570</td>
</tr>
<tr>
<td>5945 Pacific Center Blvd., Suite 505</td>
</tr>
<tr>
<td>San Diego, CA 92121</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Heinle &amp; Heinle</td>
</tr>
<tr>
<td>(800) 354-9706</td>
</tr>
<tr>
<td>20 Park Plaza</td>
</tr>
<tr>
<td>Boston, MA 02116-4507</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Intercultural Press, Inc.</td>
</tr>
<tr>
<td>(207) 846-5168</td>
</tr>
<tr>
<td>P.O. Box 700</td>
</tr>
<tr>
<td>Yarmouth, ME 04096</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Immigrant Legal Resource Center</td>
</tr>
<tr>
<td>415) 255-9499</td>
</tr>
<tr>
<td>1663 Mission St.</td>
</tr>
<tr>
<td>Suite 602</td>
</tr>
<tr>
<td>San Francisco, CA 94103</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Longman Publishing</td>
</tr>
<tr>
<td>1-877-202-4572</td>
</tr>
<tr>
<td>Pearson Education</td>
</tr>
<tr>
<td>Order Department</td>
</tr>
<tr>
<td>200 Old Tappan Road</td>
</tr>
<tr>
<td>Old Tappan, NJ 07675</td>
</tr>
<tr>
<td><a href="http://www.pearsoned.com">www.pearsoned.com</a></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>New Readers Press</td>
</tr>
<tr>
<td>(800) 448-8878</td>
</tr>
<tr>
<td>P.O. Box 888</td>
</tr>
<tr>
<td>Syracuse, N.Y. 13210-0888</td>
</tr>
<tr>
<td><a href="http://www.newreaderspress.com">www.newreaderspress.com</a></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Oxford University Press</td>
</tr>
<tr>
<td>(800) 451-7556</td>
</tr>
<tr>
<td>Order Department</td>
</tr>
<tr>
<td>2001 Evans Road</td>
</tr>
<tr>
<td>Cary, N.C. 27513</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Pro Lingua Associates</td>
</tr>
<tr>
<td>(800) 366-4775</td>
</tr>
<tr>
<td>15 Elm St.</td>
</tr>
<tr>
<td>Brattleboro, VT 05301</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Sky Oaks Productions, Inc.</td>
</tr>
<tr>
<td>(408) 395-7600</td>
</tr>
<tr>
<td>P.O. Box 1102</td>
</tr>
<tr>
<td>Los Gatos, CA 95031</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Steck-Vaughn Company</td>
</tr>
<tr>
<td>(800) 531-5015</td>
</tr>
<tr>
<td>P.O. Box 26015</td>
</tr>
<tr>
<td>Austin, TX 78755</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Tacoma Community House</td>
</tr>
<tr>
<td>(253) 383-3951 / (206) 682-9112</td>
</tr>
<tr>
<td>P.O. Box 5107/ 1314 S. L Street</td>
</tr>
<tr>
<td>Tacoma, WA 98415</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
General tips for accessing the internet:

1) Remember to use the **bookmark** feature to save and later access the addresses of your favorite web sites.

2) Some web sites post articles directly on-line, so the material can be viewed and printed directly off the internet. Other web sites post articles in PDF format, so to view and print the material, you'll need to download a **FREE** copy of the **Adobe Acrobat Reader** program from the internet. (Macintosh and Windows versions are available.) Go to http://www.adobe.com/prodindex/acrobat/readstep.html and follow the directions to download the software.

3) Similarly, if you would like to access video or audio selections from the internet, you'll need to download a **FREE** copy of **Real Player** at http://www.real.com/welcome/index.html.

---

**Refugee & Immigrant Concerns**

**National Immigration Forum**
www.immigrationforum.org/index.htm

Advocates for supportive public policies regarding immigrants and refugees. Publishes newsletters and press releases on immigration issues. Provides fact sheets on immigration. Offers numerous links to other advocacy related websites.

**U.S. Immigration and Naturalization Service**
www.ins.usdoj.gov

Explains INS policies, procedures, laws and regulations, such as immigration service and benefit information, how immigration laws are made, how to apply for citizenship, etc. Provides INS forms on-line. Lists FAQ’s in the “How do I...” Hot topics Section. Compiles news releases related to immigration issues.

**United Nations High Commissioner for Refugees**
www.unhcr.ch/

Provides current news and historical background about the world’s refugees. Contains topic and county-specific articles, press releases, statistics, photos, and maps, plus back issues of the magazine, *Refugees*.

---

**WEB SITES**

**International Committee of the Red Cross**
www.icrc.org/eng

Presents information by country or by topic regarding the “lives and dignity of victims of war and internal violence” and promotes humanitarian principles. Includes maps, press releases, facts and figures, ordering information for ICRC publications, and a photo gallery.

**Care**
www.care.org

As an international relief and development organization, CARE’s web site includes statistics, press releases, reports, and summaries of CARE programs around the world. Site includes photographs, videos, postcards, diary entries, and other publications.

**American Council for Voluntary Action**
www.interaction.org

Provides information from an alliance of more than 160 U.S.-based international development and humanitarian nongovernmental organizations. Lists member agencies and general information in the areas of policy and legislative advocacy, disaster response, international development, refugees and gender equality. The site also includes links to country and project specific publications by Interaction.

**International Rescue Committee**
www.intrescom.org

Browse articles detailing IRC’s activities overseas, general news reports, specific IRC program information, links to government and nongovernment agencies, general refugee news and information, and country specific web sites.

**U.S. State Department**
www.state.gov

Subject areas include: “About the State Department,” “The press and Public Affairs”, “Travel and Living Abroad”, “Countries and Regions”, “International Topics and Issues,” “History, Education, and Culture,” and “Business.” Features press briefings in audio and text format, links to embassies, information on passports and visas, travel warnings and emergencies abroad.
WEB SITES

U.S. Committee for Refugees
www.refugees.org

Provides current information about refugee issues in the form of newsletter articles, photo galleries, short video testimonies from refugees, and statistical reports. Extensive site with glossary of terms, on-line store to purchase publications, and links to other refugee information on the internet.

ESL AND CULTURAL INFORMATION

Center For Applied Linguistics
www.cal.org

An extensive site with education and cultural resources dedicated to “improving communication through better understanding of language and culture.” Download, view and/or order articles and other materials about current CAL sponsored projects in a variety of topic areas including Immigrant Education, Literacy and Adult ESL, Refugee Concerns, and Workplace Literacy. Link to ERIC and the National Clearinghouse for Adult ESL Literacy Education. Connect with a number of national resource centers including the Refugee Service Center which offers cultural and refugee orientation materials on-line and for purchase. CAL offers other ESL instructional and cultural information for purchase including books, videos, CD-ROMs, and tests. Various CAL published reports and papers can also be viewed on-line along with issues of the CAL newsletter. CAL also maintains a detailed listing of internet links by topic to other web sites of interest.

Spring Institute for International Studies - English Language Training Project
www.spring-institute.org/pages/elt.html

Offers information, materials, and technical assistance to ESL teachers and tutors of refugees and immigrants. View articles with teaching and lesson ideas, program planning information, and pre-employment training ideas.

Teachers of English to Speakers of Other Languages, Inc.
http://www.tesol.org/index.html

Information for members and non-members of the TESOL organization including on-line professional development workshops, TESOL Academy, and ordering information for TESOL published books. TESOL members can join interest sections, a caucus, and/or an affiliate on-line to discuss education issues with colleagues nationwide and receive periodic newsletters. Interest section discussion topics include Intercultural Communication, Refugee Concerns, and ESOL in Adult Education. A

National Institute for Literacy
www.nifl.gov/nifl/

Includes information about “Equipped for the Future” (EFF) which has developed content standards for adult education; “Literacy and Learning Disabilities” regarding adult-learning disabilities; and “Partnership for Reading” providing reading research to classroom teachers. Resources include America’s Literacy Directory, a reference to local literacy programs, Literacy Fact Sheets, the Literacy Information and Communication System, an Internet resource compilation, and Policy and Legislation, which monitors and explains the federal literacy budget process and other relevant legislative activity. Products from the former Literacy Leader Fellowship Program are available at this website.

Dave’s ESL Cafe
www.eslcafe.com

Interactive site includes a bookstore for purchasing ESL / EFL materials through Amazon.com, an idea cookbook where teachers can share quick activity ideas, and forums for students and teachers to send email messages to each other. An always expanding site with good graphics, links, and information for a variety of audiences. (A free copy of Dave Sperling’s Internet Activity Workbook is available by calling the Pearson’s Help Desk at (800) 266-8855.)
Public Broadcasting System’s Literacy Link Program
www.pbs.org/als/people/litproviders.htm

Offers video and/or web based materials in the areas of GED, employment and ESL. Professional development opportunities are available through broadcasts, videos and online certificate programs.

U.S. Department of Education
www.ed.gov/index.isp

(1) Databases: access to thousands of education related publications. Databases list a wealth of publications, products statistics reports and studies.

Educational Resource Information Center (ERIC system)
www.ed.gov/NLE/

Link to the National Library of Education. Also provides various information about and access to the ERIC Database (http://www.eric.ed.gov/), which is the largest education database in the world and contains more than 1 million records of journal articles, research reports, curriculum and teaching guides, conference papers, and books. See also http://www.cal.org/ncle/Esearch.htm, which is a guide to using ERIC to research ESL.

ERIC Document Reproduction Service (EDRS)
www.edrs.com

Catalogues over 450,000 citations which can be ordered in paper or on microfiche.

(2) Clearing Houses: resources organized by more than 30 topic areas including the following:

- National Clearinghouse for Adult ESL Literacy Education (NCLE)
  www.cal.org/ncle

- ERIC Clearinghouse on Adult, Career, and Vocational Education
  http://ericave.org/

- ERIC Clearinghouse on Languages and Linguistics
  www.cal.org/ericcll
# INDEX

## A
- Action English Pictures ................................................................. 23
- Apply Yourself: English for Job Search Success ................................. 24

## B
- Back and Forth: Pair Activities for Language Development .................. 20
- Basic English for Adult Competency .............................................. 10
- Basic English Grammar ................................................................... 14
- Basic Oxford Picture Dictionary Program, The .................................... 23
- Before Book One: Listening Activities for Pre-Beginning Students of English ................................................................. 15
- Bringing Literacy to Life: Issues and Options in Adult ESL Literacy ....... 16
- Bridge Across the Americas: Favorite Hispanic Stories ......................... 22

## C
- Card Book, The: Interactive Games and Activities for Language Learners. .... 8
- Career Development for New Americans .............................................. 24
- Chalk Talks ..................................................................................... 23
- Citizenship: A Guide to Good Teaching ............................................ 9
- Citizenship: Passing the Test ........................................................... 9
- Collaborations .................................................................................. 10
- Communication Starters and Other Activities for the ESL Classroom ....... 8
- Community Spirit: A Practical Guide to Collaborative Language Learning ................................................................. 8
- Conversation Book: English in Everyday Life ...................................... 12
- Conversation Inspirations ................................................................... 12
- Conversations in English .................................................................... 12
- Crossroads ....................................................................................... 10
- Cultural Awareness ............................................................................ 12
- Culture Puzzle, The: Cross-Cultural Communications for English as a Second Language ................................................................. 12

## D
- Drawing Out: Creative, Personalized Whole Language Activities ............ 8

## E
- English ASAP ................................................................................... 24
- English Pronunciation Exercises for International Students .................. 20
- English Pronunciation Exercises for Japanese Students ........................ 20
- English Through Citizenship ............................................................. 9
- ESL for Action: Problem Posing at Work ............................................ 24
- ESL Teacher’s Holiday Activity Kit .................................................... 8
- Express Ways: English for Communication ......................................... 12

## F
- Family Talk Time: A Curriculum for Refugee and Immigrant Parents ....... 13
- Family Tutoring: A Family-based Curriculum for Refuge and Immigrant Parents ................................................................. 11
- Far From Home .................................................................................. 18
- First Class Reader: Integrated Skills Lessons for Beginners ................... 18
- First Words in English ........................................................................ 18
- Fundamentals of English Grammar ..................................................... 14

## G
- Games for Language Learning ............................................................ 8
- Get Up and Go! ................................................................................... 11
- Going Places ..................................................................................... 13
- Grammerchants: More Jazz Chants .................................................... 14

## I
- Index Card Games for ESL ................................................................. 8
- Input-Output ..................................................................................... 13

## K
- Keep Talking: Communicative Fluency Activities for Language Learning ................................................................. 13

## L
- Language and Culture in Conflict ..................................................... 16
- Language Learning Strategies: What every Teacher Should Know .......... 16
- Language Teaching Techniques ......................................................... 16

Page 30
INDEX

Learning Another Language Through Action ........................................... 16
Let’s Work Safely: English Language Skills for Safety in the Workplace .... 25
LifePrints: ESL for Adults ................................................................. 10
Listen First ....................................................................................... 15
Listen to Me! ................................................................................... 15
Literacy in Lifeskills ................................................................. 18
Longman ESL Literacy ................................................................. 18
Look Again Pictures for Language Development and Lifeskills .... 23
Look Who’s Talking: Strategies for Developing Group Interaction ... 13
Looking at American Signs: A Pictorial Introduction to American Language and Culture 23
Look at the U.S. ................................................................................ 9

Making Meaning, Making Change .......................................................... 16
Mock Citizenship Interview (Video) .................................................. 9
More Picture Stories ......................................................................... 18

Natural Approach: The: Language Acquisition in the Classroom ........ 16
New Beginning, A: An ESL Reader .................................................. 22
New Grammar in Action: An integrated Course in English ......... 14
New Oxford Picture Dictionary Program, The .............................. 23
Now Hear This! ................................................................................ 15

Our Own Stories: Readings for Cross-Cultural Communication .... 13
Oxford Picture Dictionary Program, The ........................................... 23

Picture Stories: Language and Literacy Activities for Beginners .... 18
Preparation for Citizenship .............................................................. 9
Pronunciation Contrasts in English ............................................... 20
Pronunciation Pairs: An Introductory Course for Students of English 20
Pronunciation Plus .......................................................................... 20
Purple Cows and Potato Chips ....................................................... 8
Put English to Work: Interaction and Competencies for Job Success 25

Real Life English Grammar ............................................................... 14

Say It Naturally ............................................................................... 13
Side by Side ................................................................................... 11
Small Talk: More Jazz Chants ......................................................... 21
Speaking Up at Work ................................................................. 25
Starting to Read ............................................................................... 19
Stories to Tell Our Children ............................................................ 22
Stories We Brought With Us: Beginning Readings for ESL ....... 22

Take Charge! A student Centered Approach to English ............ 16
Tales from Around the World: Stories for Whole Language Learning .. 22
Tales from the Homeland: Developing the Language Experience Approach 22
Tales from Many Cultures ................................................................ 22
Talk About Values: Conversation Skills for Intermediate Students ... 13
Talk Time Handbook ....................................................................... 13
Teaching Listening Comprehension ............................................... 15
Teaching Multilevel Classes in ESL ............................................... 17
Teaching by Principles ..................................................................... 16
Techniques and Principles in Language Teaching ....................... 17
True Stories Series .......................................................................... 22
Tutoring ESL: A Handbook for Volunteers ..................................... 17
INDEX

U
Understanding and Using English Grammar ........................................ 14

V
Voices of Freedom: English and Civics for the US Citizenship Exam .......... 9

W
Well Said ......................................................................................... 21
Whaddaya Say? Guided Practice in Advanced Spoken English ............... 21
Word by Word .................................................................................. 23
Working Culture, The: (Career Development for New Americans) ............. 24
Working Experience, The ................................................................... 25
Writing Book, A: English in Everyday Life ........................................... 19

Y
You’re Hired ...................................................................................... 25

Z
Zero Prep: Ready-to-Go Activities for the Language Classroom .................. 8