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***American pronunciation and intonation.***

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who want to advance their English language skills for work, school or to prepare for proficiency tests such as TOEFL, IELTS, or TOEIC. It is ideal for independent study.

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and activities An audioscript for the listening sections  
• Explanatory answers for all test questions  
• Practice with all question types, including multiple-choice, short answer, sentence completion, flowchart completion, graphs, tables, note taking, summarizing, labeling diagrams and maps, classification, matching, and selecting from a list The IELTS is used as a measure of English-language proficiency by over 7,000 educational institutions, government departments and agencies, and professional organizations in 135 countries. Updated to reflect questions found on the most recent ESL tests, this book presents 400 common phrasal verbs as they are used in everyday English. Phrasal verbs are verbs combined with

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prepositions or adverbs. Familiarity with phrasal verbs and understanding their use as nouns (breakup, showoff, etc.) or adjectives (spaced-out, broken-down, stressed-out, and many others) is essential to ESL students. Updated information includes: the most commonly used phrasal verbs; activities and examples that reflect our current technology and the world around us; an expanded introduction for the teacher with a thorough breakdown and explanation of phrasal verbs; and, a discussion of separable and inseparable phrasal verbs in Unit I, and more. This book's hundreds of examples in context and hundreds of exercises will be extremely useful to ESL students who are preparing for TOEFL or who simply wish to improve



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concepts are presented in a streamlined manner, and cover the key concepts necessary to establish a strong foundation in the subject. The textbook follows a traditional approach to the study of business law. Each chapter contains learning objectives, explanatory narrative and concepts, references for further reading, and end-of-chapter questions. Business Law I Essentials may need to be supplemented with additional content, cases, or related materials, and is offered as a foundational resource that focuses on the baseline concepts, issues, and approaches.

Focused especially to fit the needs of ESL students, this handbook for communicating in business situations describes a wide variety of business writings, and recommends appropriate styles and formats for each. Samples

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and instruction cover sales and public relations letters, reports and proposals, resumes, job applications, and much more. A section on usage reviews basics of English grammar, emphasizing sentence construction and verb forms. Students of English as a second language who plan to do business in North America can become confused by jargon and formalisms that sometimes invade business correspondence. Author Andrea Geffner's advice to them is to relax and stop worrying about sounding "business-like" or "official." Correct but relaxed English is always preferable. This book will meet the needs of all ESL students--especially those in business schools--but can also serve as a general quick reference guide in any business office. Learn more than 3,000 English

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expressions and speak and understand the language easily As a new speaker of English, you may hear some expressions in your daily conversations that you do not understand--yet. McGraw-Hill's Conversational American English will help you learn these expressions, so not only do you know what a person is saying to you, but that you can use the expression yourself! More than 3,000 expressions are organized by theme, so you can find what you are looking for quickly. And each topic is illustrated to further help you understand context. The book features: Common expressions are batched into 350 themes, ranging from general greetings and asking how someone is, to the more specific needs, like showing disbelief, asking someone's intentions, and expressions for a

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forgotten word or name A comprehensive thematic glossary provides an additional means for the learner to locate expressions by key words and concepts Topics include: Basic Social Encounters, Greetings, Small Talk, Introductions, Ending a Conversation, Good-Byes, Agreeing, Disagreeing Conversational Encounters, Focusing Attention, Launching the Conversation, Making Friends, Complex Matters, Disputes, Discussion and Resolution, Polite Encounters, Prefaces, Communication Barriers

Written primarily for ESL and EFL students preparing to take language exams in English, this book presents 400 common phrasal verbs and the ways in which they are used in everyday American English. Phrasal verbs are word groups that include a

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verb combined with a preposition or an adverb. They are not used only as verbs but as nouns, such as comedown, breakup, or showoff. They might also be used as adjectives, such as spaced-out, burned-out, broken-down and many others. This volume places phrasal verbs within the context of sentences, and presents hundreds of examples and exercises.

Celebrate the American Way: A Fun  
ESL Guide to English Language &  
Culture in the U.S. (Book + Audio)  
The Illustrated Guide to Everyday  
Expressions of American English  
Learn to Speak with an Authentic  
American Accent ; Listen and Imitate  
the Sound Patterns of Spoken  
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Test Takers, and All Others who  
Speak English as Their Second

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Language

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Prepositions

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Every accredited four-year college in the United States is profiled, and readers are directed to a brand-new Barron ' s Web site featuring a FREE ACCESS college search

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engine that presents exclusive on-line information to help students match their academic plans and aptitudes with the admission requirements and academic programs of each school. The book presents profiles of more than 1,650 colleges, each profile including details on:

- Admission requirements
- Library and computer facilities
- Admissions procedures for freshmen
- Campus safety and security
- Thumbnail descriptions of faculty
- Requirements for a degree
- Athletic facilities
- Extracurricular activities
- E-mail addresses
- College fax



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numbers and web sites • Admissions Contacts • and more Schools are rated according to Barron ' s reliable competitiveness scale, which ranges from “ Noncompetitive ” to “ Most Competitive. ” The book ' s tinted pages section presents an Index of College Majors that lists all available major study programs at every school. Also profiled are excellent colleges in Canada and several other countries, as well as brief profiles of religious colleges, and American colleges based in foreign countries. Here's a complete guide to one of the most widely used tests of English for speakers of other

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languages—required for admission and placement by hundreds of U.S. colleges and universities. Even if you're taking the TOEFL, you may still be required to take the Michigan Test Battery before beginning college work in the United States. Covers all three tests in the Michigan Test Battery: aural comprehension; English proficiency; and composition. Annotates materials in the arts, sports, parenting, science, and more, and covers preparing for the GED and the U.S. citizenship test

A Fun ESL guide to American culture and language English USA Every Day helps

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familiarize immigrants and ESL learners with American culture and language in a fun, lighthearted way. Readers will learn about everything from finding a job and locating an organic grocery store to facts about American culture and enjoying the night life. Each chapter includes new vocabulary and idioms that are common in the U.S.A., as well as fun activities such as true or false questions, crosswords, matching games, "Write It Down," "Stop and Think," "Story Time," and more that help reinforce the lessons. There are also 2--4 dialogues in each chapter that show how people

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Speak conversationally, with new vocabulary and idioms to learn and practice.

Accompanying audio for each dialogue helps listeners learn how to speak just like Americans. An answer key is included at the back of the book.

The Big Book of English Expressions and Phrasal Verbs for ESL and English Learners; Phrasal Verbs, English Expressions, Idioms, Slang, Informal and Colloquial Expression

Pronounce it Perfectly in English

TOEFL iBT

Phrasal Verbs

Being an Account in

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Biographical Form of Individuals  
and Families Distinguished as  
Representatives of the Social,  
Professional and Civic Life of  
New York City

**Barron's newest edition of TOEFL iBT has been fully updated to reflect the new TOEFL format and provides flexible study options and key skills review to help you study what you need to know for the test. You'll also get 8 full-length practice tests, 8 one-hour practice tests, four video lessons, online PowerPoint presentations, and online audio files for all the practice to help you feel prepared on test day. This edition includes: Eight full-length**

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**entries than any other reference of its kind, McGraw-Hill's Dictionary of American Idioms and Phrasal Verbs shows you how American English is spoken today. You will find commonly used phrasal verbs, idiomatic expressions, proverbial expressions, and clichés. The dictionary contains more than 24,000 entries, each defined and followed by one or two example sentences. It also includes a Phrase-Finder Index with more than 60,000 entries. The written essay is a very important part of the Test of English as a Foreign Language. This manual offers solid**

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**preparation, with instructions for organizing details and ideas for a topic, then developing them in clear, grammatical written English. The author provides approximately 185 models essays for students to read and analyze plus exercises in proofreading and editing rough drafts of essays. A guide for high intermediate and advanced ESL/EFL students offers advice on doing research, creating an outline, and planning, drafting, revising, and editing research papers  
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Pronounce it Perfectly in English with Audio CDs  
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**Barron's web-based college search  
engine**

**Handbook of Commonly Used  
American Idioms**

**The Ultimate Phrasal Verb Book**

*Directed to speakers of English as a second language, a multi-media guide to pronouncing American English uses a "pure-sound" approach to speaking to help imitate the fluid ways of American speech.*

*A fun ESL guide to American culture and language. English USA Every Day helps familiarize immigrants and ESL learners with American culture and language in a fun, lighthearted way. Readers will learn about everything from finding a job and locating an organic grocery store to facts about*

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***American culture and enjoying the night life. Each chapter includes new vocabulary and idioms that are common in the U.S.A., as well as fun activities such as true or false questions, crosswords, matching games, "Write It Down," "Stop and Think," "Story Time," and more that help reinforce the lessons. There are also 2—4 dialogues in each chapter that show how people speak conversationally, with new vocabulary and idioms to learn and practice. Click on the dialogue box (i.e. Dialogue 2) to hear the audio. You can then minimize the audio progression screen and go back to reading the dialogue while you listen to it. An answer key is included at the back of the eBook. Student Text/Audio Tape Package for PRONOUNCING AMERICAN***

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**ENGLISH. Package includes 8 audio tapes.**

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**504 Absolutely Essential Words  
Prominent Families of New York**

**A Thematic Bibliography**

**McGraw-Hill's Conversational  
American English**

**The Making of English**

*A self-help guide to the use of 504 words used regularly by educated people. Includes sentences, articles, exercises and word review sections using the new words.*

*Provides explanations of the meanings and usage of more than 2,500 American slang phrases,*

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*colloquialisms, and idiomatic expressions.*

*Designed to teach Hispanics in the United States and Canada a practical working knowledge of English Updated with additional commonly-used phrases, new questions and answers for practice and review, and listening aids such as find-the-word boxes, jumbled words, and crosswords, the new edition of this informal language-learning program has been created to give Hispanics in the United States and Canada a practical working knowledge of English. Author William Harvey bypasses the dull rules of grammar, and instead familiarizes readers with often-used phrases,*

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*including a series of informal conversations among speakers in idiomatic American English. It also features tables that present commonly-used English verbs and verb tenses. Emphasis on correct pronunciation includes helpful tips and advice on pronunciation and listening comprehension. The downloadable audio uses spoken dialogues and coaching to emphasize correct pronunciation of informal American English.*

*REA's Celebrate the American Way: A Fun ESL Guide to English Language and Culture with Audio CD + MP3 The emphasis is on fun in this lighthearted guide to language and culture in the United States! The warm and witty*

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*authors of English the American Way: A Fun ESL Guide to Language and Culture in the U.S., are back with the second book in the series, Celebrate the American Way, another fun ESL guide to English language and culture. This friendly guide takes you on a year-long journey through American culture, highlighting the meanings behind the U.S. holidays and special events celebrated in each season. You will learn why Americans celebrate Independence Day, discover the history of Thanksgiving, get tips on wedding etiquette, find out how to carve a Jack O' Lantern, and more! Our ESL author experts give English language learners all the must-*

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*know vocabulary, common expressions, and wacky idioms that help explain the major celebrations and social customs in the United States. You'll have fun improving your English language and grammar skills. Along the way, quiz yourself with fill-in and matching exercises as you learn about commonly confused words, adjectives, and synonyms. Practice until you're perfect! Improve your listening and speaking skills with the dialogues included on our audio CD and Mp3 download. No matter what the season, Celebrate the American Way is an excellent resource for ESL students and teachers, English language learners, and professionals of all*

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*ages and all nationalities. Whether you want to improve your understanding of American culture or just expand your everyday vocabulary, this fun and friendly guide will help you build your skills and communicate with precision - and success!*

*McGraw-Hill's Dictionary of  
American Idioms and Phrasal Verbs  
Grammar the Easy Way  
An ESL/EFL Handbook  
Pronouncing American English  
English U.S.A. Every Day*

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*the product. Mastering the American Accent is an easy-to-follow approach for reducing the accent of non-native speakers of English. Well-sequenced lessons in the book correspond over eight hours of audio files covering the entire text. The audio program provides clear models (both male and female) to help coach a standard American accent. The program is designed to help users speak Standard American English with clarity, confidence, and accuracy. The many exercises in the book concentrate on topics such as vowel sounds, problematic consonants such as V, W, TH, the American R*

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and T and others. Correct lip and tongue positions for all sounds are discussed in detail. Beyond the production of sounds, the program provides detailed instruction in prosodic elements such as syllable stress, emphasis, intonation, linking words for smoother speech flow, common word contractions, and much more. Additional topics that often confuse ESL students are also discussed and explained. They include distinguishing between casual and formal speech, homophones (e.g., they're and there), recognizing words with silent letters (e.g., comb,

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receipt), and avoiding embarrassing pronunciation mistakes, such as mixing up "pull" and "pool." Students are familiarized with many irregular English spelling rules and exceptions, and are shown how such irregularities can contribute to pronunciation errors. A native language guide references problematic accent issues for 13 different language backgrounds.

Written primarily for high school seniors and college freshmen, this all-new Easy Way book points out the simple logic that underlies correct grammar and clear expression. The author

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*covers all basics, including parts of speech, sentence types and correct sentence construction, parallel structure, methods of avoiding misplaced and dangling modifiers, agreement of subject and verb, agreement of pronoun and antecedent, and many other basic grammar topics. The book is filled with examples of the right and wrong way to construct sentences, and is supplemented with short quizzes that come with answers. This book truly helps to make mastery of English grammar easy, and prepares students for success in completing*

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Two of our best selling English grammar books, now together in one-easy-to use volume. Now with audio book access. For intermediate through advanced ESL and English learners. Designed for individual and classroom use, for students, ESL instructors and schools. The Phrasal Verbs section, especially, can be used to help with IELTS, TOEIC, TOEFL, Cambridge, and GED studies. Many of our English expressions, idioms, slang, informal and colloquial usages, are derived from phrasal verbs, in particular. This book is a

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*comprehensive and easy to navigate look at phrasal verbs, their derivative idioms and expressions and an in-depth look at common English expressions.*

*Completely revised, updated, reorganized, and enlarged with 600 new entries.*

*Essential for writers and learners of American English, it features a unique new format, an appendix of 500 fixed-order phrases--such as "fast and furious"--that cannot be reversed, and a Phrase-Finder Index for easy lookups of even partially remembered phrases.*

*IELTS (with Online Audio)  
How to Prepare for the*

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*English U.S.A. Every Day*

*With Audio*

*NTC's American Idioms*

*Dictionary*

*Dictionary of American*

*Idioms*

ESL students, TOEFL and TOEIC test takers, and all others for whom English is a second language and who want to improve their pronunciation will find this book and compact disc combination especially instructive. The new edition presents many exercises that provide practice in every sound that is specific to American-style English. Emphasis is on the formation of the vowel and consonant sounds plus all of their possible spellings, the significance of correct pronunciation of grammatical markers, and stress and intonation patterns in conversational

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English. Recognition of these patterns is essential for fluent speech and listening comprehension. Four compact discs give students more than five hours of intensive speaking practice.

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Edition