

Correlation:



ELLIS

English Language Learning and Instruction System™

and the

TOEIC®

Test Of English for International Communication

Introduction

Since 1992, ELLIS has established itself as the multimedia software of choice for English training professionals across the world. It's effectiveness has been shown in various research studies, as well as through correlations such as this. The purpose of this document is to outline how ELLIS prepares learners for success in taking the TOEIC exam.

Format of the TOEIC

Preparation for the TOEIC includes becoming familiar with the format of the exam. Doing activities which simulate the testing processes of the TOEIC will enhance the application of knowledge during test-taking. ELLIS provides a placement exam, many tests, and thousands of practice items. These tools make it possible for learners to identify problem areas, monitor progress, and practice testing processes which mimic the format of the TOEIC.

Listening Comprehension	
TOEIC (100 total items, administered by audiocassette)	ELLIS
<p><i>Questions 1-20</i></p> <p>Each question is based on a picture or photograph that is in the test booklet. The question itself is oral; the tester must choose the verbal statement which most accurately describes the picture.</p>	<p>ELLIS Placement</p> <p>ELLIS Placement is an exam used to determine where a learner should be working within ELLIS. It includes questions, both oral and written, which are based upon a picture that is shown to the tester. ELLIS also bases questions on a video clip which is shown to the learner.</p>
<p><i>Questions 21-50</i></p> <p>The tester listens to a short question and three possible responses to this question; he or she must choose the statement which best answers the question.</p>	<p>ELLIS Placement</p> <p>ELLIS Placement includes an listening comprehension portion, where learners must respond to verbal questions.</p>
<p><i>Questions 51-80</i></p> <p>A short conversation between two people is played for the tester. A multiple-choice question based on this dialogue is printed in the test booklet.</p>	<p>ELLIS Practice Items and Tests</p> <p>ELLIS includes literally hundreds of listening comprehension practice items, where a brief video clip is played for the learner, then followed by a multiple choice question to test comprehension. There are also test questions which evaluate these skills and monitor progress in this area.</p>
<p><i>Questions 81-100</i></p> <p>The tester listens to a brief talk. Two or more multiple-choice questions based on this talk are printed in the test booklet.</p>	<p>ELLIS Practice Items and Tests</p> <p>The listening comprehension practice items and test questions help learners become familiar with the multiple choice format used to test the given information.</p>

Reading Portion	
TOEIC (100 total items, 75 minutes)	ELLIS
<p>Questions 101-140</p> <p>These questions present a sentence that is missing a word or phrase. The tester must select the correct word or phrase from the four choices.</p>	<p>ELLIS Practice Items and Tests</p> <p>ELLIS provides many questions in which students must select the word or phrase that correctly fills in the blanks in various sentences. This is a very effective method of teaching and testing vocabulary, phrases, and grammatical usage.</p>
<p>Questions 141-160</p> <p>A sentence is provided with four words or phrases underlined and labeled A through D. The tester must select the underlined word or phrase which is incorrect.</p>	<p>ELLIS Practice Items and Tests</p> <p>Many of the ELLIS practice items and test questions ask learners to identify which sentence or word usage is correct or incorrect, teaching them how to identify errors in logic, word choice, or sentence structure.</p>
<p>Questions 161-200</p> <p>The tester is given a variety of passages from different sources. Each passage is followed by several multiple-choice questions.</p>	<p>LRB activities</p> <p>In addition to the many interactive computer activities, ELLIS provides corresponding workbooks to supplement the information presented in the programs. These books, called Learning Resource Books (LRBs), contain many activities which specifically target reading skills and include questions to test the comprehension of the learners.</p>

Vocabulary on the TOEIC

Proficiency in English vocabulary is essential for success on the TOEIC. ELLIS teaches the vocabulary, phrasal verbs, and idioms that TOEIC takers need to know, focusing on words that are both useful and common. ELLIS vocabulary also emphasizes work and business related topics, which consistently appear in the TOEIC exam. ELLIS provides contextual definitions and realistic dialogues to help learners internalize the words. Practice items and test questions will then examine the learner's ability to appropriately use the new words.

Cultural Information in the TOEIC

The TOEIC is an internationally recognized exam, but that does not mean it is free from cultural topics that may be unfamiliar to non-English speakers. A few examples include holidays, measurements, money, or meanings which are inferred through intonations (such as in questions or sarcasm). ELLIS gives learners every possible advantage in learning English. Cultural explanations of ELLIS dialogues are available for students to explore. These explanations give ELLIS students an extra advantage in understanding English conversations and texts.

Grammar

The evaluation of grammar and structure is an important focus of the TOEIC examination. Sentence formation and structure are covered throughout the ELLIS programs. Comprehensive grammar information is taught, tested, and available for students to reference or review. The interactive, multimedia Grammar instruction is enhanced by tutorials, practice questions with immediate and detailed context-sensitive feedback, games and tests.

Verbs and Adverbs		
Category	Sub-category	ELLIS
Sentence Structure	Subject-Verb Agreement	Intro 1: 1-4 Middle Mastery 3:1-4 Senior Mastery 9:5 Senior Mastery Grammar Guide Business Series 12:1-2
	Verb Conjugation	Intro 1:1-4 Intro 2:1-6 Middle Mastery 3:2 Middle Mastery 4:1 Senior Mastery 9:1-5 Senior Mastery Grammar Guide Business Series 1:4
	Contractions	Intro 1:1-4 Middle Mastery 1:1 Business Series 5:1-4
	Forming Questions	Intro 1:1-4 Intro 2:1-6 Intro 5:1-5 Intro 6:1-3 Intro 8:1-2 Middle Mastery 5:1-5 Senior Mastery 4:1-2, 4 Business Series 3:1-4
	Negative Statements	Intro 2:1-6 Middle Mastery 1:1 Middle Mastery 5: 3-4 Senior Mastery 4:4 Business Series 1:1-5
	Tag Questions	Middle Mastery 5:3 Senior Mastery 4:4 Senior Mastery Grammar Guide Business Series 3:3
	Parallel Structure	Senior Mastery 2:4 Business Series 6:4
	Inverted Subjects and Verbs	Intro 1:1-4 Middle Mastery 5:1-5 Senior Mastery 4:1-2 Business Series 3:1-4
	Conditionals	Intro 6:1-3 Middle Mastery 2:5 Senior Mastery 5:1-3 Senior Mastery Grammar Guide Business Series 2:1
	Passive Voice	Senior Mastery 7:1-4 Business Series 8:1-3
Verb Tenses	Present Tense	Intro 1:1-4 Intro 2:1-6 Middle Mastery 4:1 Business Series 1:4
	Past Tense	Intro 5:1-5 Middle Mastery 4:2 Business Series 1:2
	Irregular Past Tense	Intro 5:1-5 Middle Mastery 4:2 Business Series 1:2

	Future Tense	Intro 8:1-4 Middle Mastery 4:3	Business Series 1:5
	Present Progressive	Intro 7:1-6 Middle Mastery 4:1 Senior Mastery 9:1	Senior Mastery Grammar Guide Business Series 1:3
	Present Perfect Progressive	Middle Mastery 4:1 Senior Mastery 12:2	Senior Mastery Grammar Guide
	Past Progressive	Middle Mastery 4:2 Senior Mastery 9:3	Senior Mastery Grammar Guide
	Past Perfect Progressive	Senior Mastery 12:2 Senior Mastery Grammar Guide	Business Series 1:3
	Future Progressive	Middle Mastery 4:3 Senior Mastery 9:4	Senior Mastery Grammar Guide
	Future Perfect Progressive	Middle Mastery 4:3 Senior Mastery 12:4	Senior Mastery Grammar Guide
	Present Perfect	Middle Mastery 4:1 Senior Mastery 12:1	Senior Mastery Grammar Guide Business Series 1:1
	Past Perfect	Middle Mastery 4:2 Senior Mastery 12:3	Senior Mastery Grammar Guide Business Series 1:1
	Future Perfect	Middle Mastery 4:3 Senior Mastery 12:4	Senior Mastery Grammar Guide Business Series 1:1
Modals	Necessity	Middle Mastery 1:2 Senior Mastery 3:1,3	Senior Mastery Grammar Guide Business Series 7:1-4
	Advice	Intro 6:1-3 Middle Mastery 1:2 Senior Mastery 3:1,3	Senior Mastery Grammar Guide Business Series 7:1-4
	Ability	Intro 6:1-3 Middle Mastery 1:3 Senior Mastery 3:1-2	Senior Mastery Grammar Guide Business Series 7:1-4
	Possibility	Middle Mastery 1:3 Senior Mastery 3:1-2	Senior Mastery Grammar Guide Business Series 7:1-4
	Permission	Intro 6:1-3 Middle Mastery 1:3 Senior Mastery 3:1-2	Senior Mastery Grammar Guide Business Series 7:1-4
	Future	Middle Mastery 1:3 Senior Mastery 3:1,3	Senior Mastery Grammar Guide Business Series 7:1-4

Infinitives	As Subjects	Intro 8:1-4 Senior Mastery 6:2, 4	Senior Mastery Grammar Guide Business Series 2:2
	As Objects	Intro 8:1-4 Senior Mastery 6:3-4	Senior Mastery Grammar Guide Business Series 2:2
Equatives		Senior Mastery 2:1	Senior Mastery Grammar Guide Business Series 6:1
Comparatives		Middle Mastery 2:3 Senior Mastery 2:2	Senior Mastery Grammar Guide Business Series 6:2
Superlatives		Middle Mastery 2:3 Senior Mastery 2:3	Senior Mastery Grammar Guide Business Series 6:3
Phrasal Verbs		Senior Mastery 10:3 Senior Mastery Grammar Guide	Business Series 11:2
Prefixes		Senior Mastery 1:2 Senior Mastery Grammar Guide	Business Series 9:2-4
Suffixes		Senior Mastery 1:2 Senior Mastery Grammar Guide	Business Series 9:2-4
Imperatives		Intro 7:1-6	Middle Mastery 3:4
Adverbs		Middle Mastery 3:3	
Adverb Clauses		Senior Mastery 4:3	Senior Mastery Grammar Guide

Nouns, Pronouns, and Adjectives

Category	Sub-category	ELLIS	
	Gerunds	Senior Mastery 6:1 Senior Mastery 9:5 Senior Mastery Grammar Guide	Business Series 2:2 Business Series 12:2-3
	Personal Pronouns	Intro 1:1-4 Middle Mastery 3:1 Senior Mastery 8:4	Senior Mastery Grammar Guide Business Series 10:1-2
	Possessive Pronouns	Intro 4:1-3 Middle Mastery 3:1 Senior Mastery 11:2	Senior Mastery Grammar Guide Business Series 10:3
	Adjectives	Middle Mastery 3:3 Senior Mastery 2:2-3	Senior Mastery Grammar Guide Business Series 9:4-5
	Possessive Adjectives	Intro 4:1-3 Senior Mastery 11:2	Senior Mastery Grammar Guide
	Ordinal Numbers	Intro 6:1-3	

Latin and Greek Roots		Senior Mastery 1:1 Senior Mastery Grammar Guide	Business Series 9:1-5
Prefixes		Senior Mastery 1:2 Senior Mastery Grammar Guide	Business Series 9:1-5
Suffixes		Senior Mastery 1:2 Senior Mastery Grammar Guide	Business Series 9:2-4
Demonstratives		Intro 2:1-6	
Object Pronouns		Intro 1:1-4	Business Series 10:1-4
Count and Non-count Nouns		Middle Mastery 3:1 Senior Mastery 8:1 Senior Mastery Grammar Guide	Business Series 4:1-6 Business Series 12:1-3
Clauses	Noun	Middle Mastery 5:4 Senior Mastery 4:3	Senior Mastery Grammar Guide
	Adjective	Middle Mastery 5:4	Senior Mastery 4:3
	Dependent	Middle Mastery 5:4	Senior Mastery 4:3
Conjunctions, Articles, and Prepositions			
Category	Sub-category	ELLIS	
Conjunctions		Middle Mastery 2:2	
Articles		Middle Mastery 2:1 Senior Mastery 8:2	Senior Mastery Grammar Guide Business Series 4:1-7
Quantifiers		Middle Mastery 2:4 Senior Mastery 8:3	Senior Mastery Grammar Guide Business Series 4:1-6
Prepositions	Location	Intro 3:1-4 Senior Mastery 10:1 Senior Mastery Grammar Guide	Business Series 2:3 Business Series 11:1-2
	Time	Senior Mastery 10:1 Senior Mastery Grammar Guide	Business Series 2:3 Business Series 11:1-2
	Means	Senior Mastery 10:2 Business Series 2:3	Business Series 11:1-2
	Accompaniment	Senior Mastery 10:2 Business Series 2:3	Business Series 11:1-2
	Destination and Direction	Senior Mastery 10:2 Senior Mastery Grammar Guide	Business Series 2:3 Business Series 11:1-2

	Possession	Senior Mastery 10:2 Senior Mastery Grammar Guide	Business Series 2:3 Business Series 11:1-2
	With Gerunds	Senior Mastery 10:2 Senior Mastery Grammar Guide	Business Series 2:3 Business Series 11:1-2

Context, Settings, and Situations

The TOEIC is comprehensive in its content, testing English knowledge over many topics. The more a student is exposed to realistic English conversations, the more comfortable they will be in responding to similar interactions in the TOEIC. ELLIS provides practical dialogues in many different circumstances. ELLIS even contains a feature called *Roleplay*, where students may actually participate in these scenes.

Topics, Events, and Situations in ELLIS			
Topic Areas	Dialogues	ELLIS	
Personal Identification	Greetings, introductions, and personal information	Intro 1:1-4 Intro 6:2 Middle Mastery 4:1-3 Senior Mastery 1:1-2	Senior Mastery 2:1 Senior Mastery 4:1 Business Series 5:1-2 Business Series 6:1
	Describing jobs, responsibilities, and companies	Intro 5:2-4 Middle Mastery 4:2 Senior Mastery 2:2	Senior Mastery 9:1-5 Business Series 6:2 Business Series 12:1
	Understanding and completing forms, resumes, and references	Intro 5:3-4 Intro LRB 5 Senior Mastery 5:2	Senior Mastery LRB 5 Senior Mastery 9:1 Senior Mastery LRB 9
The office and general business	Looking for employment and interviewing for positions	Intro 5:1-5 Senior Mastery 5:1-4	Senior Mastery 9:1-5
	Arranging appointments, meetings, and events	Intro 5:3 Intro 7:2 Middle Mastery 5:5	Senior Mastery 5:2-3 Business Series 7:2 Business Series 11:1-2
	Giving and receiving opinions, suggestions, and recommendations	Intro 8:1-3 Intro 2:4-5 Middle Mastery 3:3-4 Middle Mastery 5:1 Senior Mastery 2:2	Senior Mastery 10:1-3 Senior Mastery 12:2-5 Business Series 10:1-3 Business Series 12:2-3
	Office communication and decision-making	Intro 5:4-5 Intro 6:1-3 Senior Mastery 9:1-5	Business Series 5:1-4 Business Series 10:1-4
Discussions with colleagues and clients	Discussing interests and leisure activities	Intro 8:1-4 Middle Mastery 3:1-3 Middle Mastery 4:1 Senior Mastery 1:1-3	Senior Mastery 2:2-4 Senior Mastery 3: 1-3 Business Series 3:2 Business Series 6:3

	Making, refusing, and accepting invitations	Intro 8:1-4 Middle Mastery 4:3 Middle Mastery 5:5	Senior Mastery 1:3 Business Series 5:4 Business Series 7:2
	Welcoming visitors and discussing own country and culture	Intro 1:3-4 Culture notes Middle Mastery 4:2	Business Series 5:1,3 Business Series 3:2
Travel and conference meetings	Making travel arrangements and reservations	Intro 3:1-4 Business Series 2:1-3	Business Series 7:4
	Hotel accommodations and services	Business Series 3:1-4	Business Series 7:4
	Buying food, ordering meals and eating at a restaurant	Intro 2:1-3 Middle Mastery 2:1-4 Senior Mastery 4:3-5	Business Series 3:2 Business Series 4:1-7
	Using public transportation, i.e. taxis, subway, etc.	Intro 3:1-4	Business 2:2-3
Using the telephone	Basic phone skills	Intro 5:3 Intro 7:2-3 Senior Mastery 5:2-3	Business Series 3:3 Business Series 7:1
	Exchanging information	Intro 7:2-3 Senior Mastery 5:2-3	Business Series 7:2-3
	Taking messages or using voice mail	Business Series 7:1	
Health and safety	Understanding safety and dealing with emergencies	Intro 7:1-6	Business Series 1:2
	Discussing leisure activities, sports, and interests	Intro 8:1-4 Middle Mastery 3:1-2 Senior Mastery 1:2-3 Senior Mastery 2:2-3	Senior Mastery 3:1-3 Senior Mastery 5:1 Business Series 3:2 Business Series 6:3
Buying and selling	Understanding prices and delivery dates	Intro 2:2-3,6 Middle Mastery 2:1-4 Senior Mastery 4:3-5	Business Series 3:4 Business Series 8:1-3
	Making and accepting offers	Intro 2:4-6 Middle Mastery 2:2	Business Series 8:2-3 Business Series 9:1,3,5
	Negotiating contracts and making agreements	Intro 5:5 Senior Mastery 9:2	Business Series 8:2-3 Business Series 9:1-5
Company structures, systems, processes	Understanding and explaining a company	Intro 5:2 Business Series 9:1,3-5	Business Series 12:2-3
	Describing production, shipping, staffing, and delivering	Middle Mastery 4:1 Senior Mastery 9:2	Business Series 8:1,3 Business Series 9:3
	Asking about and explaining problems	Intro 6:3 Senior Mastery 11:1-4	Business Series 1:2 Business Series 8:2

Products and services	Asking for or giving information about a product or service	Intro 1:3,5 Intro 6:1-3 Middle Mastery 2:1-2	Senior Mastery 11:1-4 Business Series 8:3 Business Series 9:1
	Making comparisons and expressing opinions	Intro 1:1,3-5 Intro 3:2 Middle Mastery 2:1,3 Senior Mastery 4:3-4	Senior Mastery 11:1-4 Business Series 1:5 Business Series 9:1,2
	Making and receiving apologies and complaints	Senior Mastery 11:1-4 Business Series 1:2	Business Series 8:2 Business Series 9:5
Results and trends	Describing and explaining performance, trends, and changes	Intro 5:1,2,4 Senior Mastery 11:1-4	Business Series 8: 1-3 Business Series 12:2-3
Business issues	Understanding and discussing business topics: management, promotion, services, etc.	Intro 6:1-3 Intro 5:3-5 Middle Mastery 2:1 Senior Mastery 9:2,4-5	Business Series 2:1 Business Series 3:1,3 Business Series 8:1-3 Business Series 10:1-4
Education	Discussing and registering for classes; choosing a course of study	Middle Mastery 3:3-4	Senior Mastery 3:1-3
	Studying for classes and tests	Middle Mastery 5:1-4	Senior Mastery 6:1-4
	Discussing literature in a classroom setting	Senior Mastery 12:1-5	
Budgeting	Planning a budget as a student for a semester	Senior Mastery 7:1-4	
	Planning a budget for a month	Senior Mastery 8:1-4	
Social situations	Interacting with friends and family in a variety of settings	Intro 1:1-4 Intro 4:1-3 Intro 8:1-4 Middle Mastery 3:1-4 Middle Mastery 4:1-3	Middle Mastery 5:5 Senior Mastery 1:1-3 Senior Mastery 2:1-4 Senior Mastery 3:1-3 Business Series 5:2-4
Other topic areas	Food and drink	Intro 4:2 Middle Mastery 1:1-3	Senior Mastery 4:3-4 Business Series 4:1-7
	Current events	Middle Mastery 3:2	Business Series 12:2
	Technical help	Senior Mastery 10:1-3	
	Small talk	Intro 1:1-4 Middle Mastery 3:1-4	Senior Mastery 1:2-3 Business Series 5:1

Language Skills

The TOEIC is a generalized test to measure mastery of the English language. ELLIS recognizes that certain basic skills must be attained in order to demonstrate proficiency in English.

Basic Language Skills		
Skills		ELLIS
Reading skills	Match a printed word with a spoken word or picture	Intro vocabulary practice items
	Reading practice	ELLIS script pages Intro culture more pages Senior Mastery culture notes Business Series culture notes
	Reading exercises	Intro LRB reading practice 3, 6, & 7 Middle Mastery LRB 5 Senior Mastery LRB 5, 7, & 8 Business LRB 7, 8, & 9
Writing skills and exercises	Using basic capitalization and punctuation	Intro LRB 3, 5, 7, & 8 Middle Mastery LRB 4 & 5 Senior Mastery LRB 1, 2, 5, 8, 9, 11, & 12 Business LRB 4, 5, 6, 9, 10, & 12 Placement Exam, writing portion
	Basic writing exercises	
Listening skills	Listening practice	Intro script pages slow audio Master Pronunciation minimal pairs Senior Mastery script pages slow audio Business script pages slow audio
	Listening exercises	Intro listening comprehension practice items Middle Mastery listening comprehension practice items Senior Mastery listening comprehension practice items Business listening comprehension practice items

Basic Speaking and Pronunciation Skills

Skills		ELLIS
Phonetic Analysis	Consonants	Master Pronunciation consonants-1 and consonants-2 Master Pronunciation master tutor
	Short Vowel Sounds	Master Pronunciation master tutor short vowels Master Pronunciation vowels
	Long Vowel Sounds	Master Pronunciation master tutor long vowels Master Pronunciation vowels
	Other Vowel Sounds	Master Pronunciation master tutor diphthongs and semi-vowels Master Pronunciation vowels
Speaking practice and exercises		Master Pronunciation tongue twisters Master Pronunciation speech acts Master Pronunciation minimal pairs Master Pronunciation master tutor Intro Roleplay Middle Mastery Roleplay Senior Mastery Roleplay Business Series Roleplay Script pages pronunciation exercises Intro pronunciation practice items Middle Mastery pronunciation practice items Senior Mastery pronunciation practice items Business Series pronunciation practice items

Beginning Communication Skills

Skills	ELLIS
Answer basic questions about himself or herself	Intro 1:3 Intro 5:1,4 Intro 6:2 Intro 7:4 Intro 8:3-4
Use simple phrases to clarify meaning	Intro 3:1-4
Use common social greetings and courtesies appropriately	Intro 1:1-2 Intro 8:3 Intro Phrases <i>More Pages</i>
Express needs, feelings and ideas	Intro 2:1-6 Intro 7:1 Intro 8:4
Ask for and give permission	Intro 6:3

Ask simple questions	Intro 3:1-4 Intro 5:1-2, 5 Intro 6:1-3 Middle Mastery 2:1-5
Practice conversation skills	Master Pronunciation speech acts Intro Roleplay Middle Mastery Roleplay
Advanced Communication Skills	
Skills	ELLIS
Express opinions, agreement, or disagreement	Middle Mastery 3:2, 4 Business Series 5:3 Business Series 6:2 Business Series 8:2-3 Business Series 9:3-5 Business Series 10:1-4 Business Series LRB 10
Ask and give information such as directions and addresses as well as names, age, and nationality	Middle Mastery 2:5 Middle Mastery 4:1-3 Middle Mastery 5:1-5 Senior Mastery 1:1-3 Senior Mastery 2:1-4 Senior Mastery 4:1-5 Senior Mastery 9:1-5 Senior Mastery 10:1-3 Business Series 1:1-5 Business Series 3:1, 4 Business Series 5:1-2 Business Series 12:1
Express ideas and feelings such as gratitude, needs, opinions, and greetings	Middle Mastery 3:1-4 Middle Mastery 4:1-3 Middle Mastery 5:1-5 Middle Mastery culture notes Senior Mastery 2:1-4 Senior Mastery 11:1-4 Senior Master culture notes Business Series 1:2 Business Series 5:1-4 Business Series 8:1-3 Business Series culture notes
Understanding graphs and charts	Business Series LRB 11 Business Series LRB 12
Paraphrase information using varied sentence structure and descriptive vocabulary	Middle Mastery LRB 2 & 4 Senior Mastery LRB 2, 5 & 12

Apply thinking skills in order to compare and contrast, predict, sequence, and categorize	Intro 2:1-4 Intro 3:2 Senior Mastery 7:1-4 Senior Mastery 8:1-4 Senior Mastery 11:1-4 Senior Mastery 12:1-5
Analyze, critique, and formulate judgments about literary and content readings	Senior Mastery 12:1-5
Rely on context to determine meanings of words and phrases such as figurative language, idioms, multiple meaning words, and technical vocabulary	Middle Mastery script pages vocabulary and phrases exercises Middle Mastery vocabulary and phrases practice items Senior Mastery script pages vocabulary and phrases exercises Senior Mastery vocabulary and phrases practice items Business Series script pages vocabulary and phrases exercises Business Series vocabulary and phrases practice items
Apply meanings of prefixes, roots, and suffixes in order to comprehend	Senior Mastery 1:1-2 Senior Mastery LRB vocabulary practice 1A and 1B Business Series 9:1-5 Business Series LRB vocabulary practice 9E
Generate relevant, interesting, and researchable questions	Middle Mastery 5:1-5 Senior Mastery 3:1 Senior Mastery 4:1-5 Business Series 3:1-4
Draw conclusions from information gathered	Middle Mastery 1:1-3 Middle Mastery 2:1, 3-4 Senior Mastery 7:1-4 Senior Mastery 10:1-3 Senior Mastery 12:1-5 Business Series 3:4 Business Series 10:1-4 Business Series 12:2-3
Monitor speaker's message for clarity and understanding and seek to clarify understanding	Middle Mastery 1:1-3 Middle Mastery 2:1-5 Middle Mastery 5:1-5 Senior Mastery 4:1-5 Senior Mastery 9:1-5 Senior Mastery 10:1-3 Business Series 1:1, 3-5 Business Series 2:1-3 Business Series 3:2, 4 Business Series 8:1 Business Series 11:1-2

Arrange phrases, clauses, and sentences, into correct and meaningful patterns	Middle Mastery practice items Middle Mastery LRB writing exercises Senior Mastery LRB phrases exercises Senior Mastery practice items Senior Mastery LRB writing exercises Business Series practice items Business Series LRB writing exercises
Combine multiple sentences into a unified sentence	Middle Mastery LRB 2 grammar exercises Senior Mastery LRB 2:4 grammar exercises
Practice filling out a job application	Intro 5:3-4 Intro LRB 5
Make inferences	Middle Mastery 1:3 Middle Mastery 2:1, 3-4 Middle Mastery 5:5 Senior Mastery 5:3 Senior Mastery 7:3, Senior Mastery 12:2-5 Business Series 3:4 Business Series 11:1-2
Use critical analysis to evaluate information	Middle Mastery 5:5 Senior Mastery 3:1-3 Senior Mastery 7:1-4 Business Series 3:4 Business Series 4:7 Business Series 6:2
Use problem solving skills	Middle Mastery 2:3, 4 Senior Mastery 3:1, 2 Senior Mastery 5:1-3 Senior Mastery 6:1 Senior Mastery 8:1-2, 4 Senior Mastery 9:1-4 Senior Mastery 10:1-3 Business Series 1:2 Business Series 10:1-4 Business Series 8:2, 3 Business Series 9:1-5 Business Series 12:2, 3