

Item	Description	Components
Laubach Way to Reading Readers	<p>Readers correlate with skill books.</p> <p>Contain stories or articles using much of the same vocabulary as the skill book. Readers are introduced in a lesson at the appropriate time in the skill book.</p> <p>Readers can be used independently for reading practice while using other lesson materials.</p> <p>5x8 size.</p>	<p>1: In the Valley 2: City Living</p>
Laubach Way to Reading More Stories	<p>Supplemental readers. Correlate with skill books.</p> <p>Contain 2-3 extra stories to reinforce each regular lesson in the correlated skill book. Provide supplementary reading that can be used in tutor sessions or for learner at-home reading.</p> <p>Can also be used for readings independent of <i>Laubach Way to Reading</i> skill books.</p> <p>Stories are 1-2 pages each.</p> <p>5x8 size.</p>	<p>Series of 4</p>
The Smart Reader (1994)	<p>5x8 size. 24 pages.</p> <p>Includes teacher’s guide.</p>	<p>Meeting Half Way Patty, a teenage immigrant from China</p> <p>Danger in the Canyon 2 boys hiking in a canyon</p>

Item	Description	Components
Pocket Classics/Biographies	4x7 size. 50-60 pages. Small print. Comic book style pictures. Biographies include quiz at end.	Thomas Edison Black Beauty The Call of the Wild
Matchbook Five-Minute Thriller	3x5 size. 15 pages. Fiction. Includes questions/exercises.	Shon Ai Free Ya (Mars landing) The Specialist (doctor's office) Flight 901 (plane trip) Adios, Mr. Cox (smuggling)

Reading—Health/Psychology

Reading Shelf 2

Item	Description	Components
National Geographic Reading Expeditions—Science and the Human Body (2003)	30 pages. Many colored pictures.	Keeping Fit Fighting Disease The Human Machine Making Healthy Choices Understanding the Brain Teacher’s Guide (for all 5 books)
Information for Better Living (1994)	5x8 size. 80-100 pages; chapters.	Getting Fit Aging with Confidence

Item	Description	Components
Pathfinders in Exploration (1988)	50 pages; sections.	Exploring Rivers Exploring the Oceans Exploring the Poles Exploring the Land Exploring Deserts
Exploring Energy (1988)	50 pages; sections.	Energy From the Sun Wind and Water Power
Moving Around the World Series (1986)	50 pages; sections.	Making Things Move Travel by Air Finding the Way
Looking Back Series (1988)	50 pages; sections.	Looking Back at Medicine Looking Back at Clothes and Fashion
Planet Earth (1994)	75 pages; chapters.	Endangered Species Protecting the Oceans Alternative Sources of Energy Global Warming Our Disappearing Rain Forests
Steck Vaughn Series (1992)	50 pages; chapters. Pictures.	Mysteries of the Mind Strange Stories of Life Mystery in Peru Secrets of Tut’s Tomb and the Pyramids Terror in the Tropics—The Army Ants Killer Bees Atlantis and the Missing Continent Unidentified Flying Objects Creature of Mystery

Item	Description	Components
Shark! The Truth Behind the Terror (2003)	5x8 size. 45 pages; chapters/sections. Many pictures.	
Kids Discover Magazine	20 pages. Short descriptions, facts. Many pictures.	Detectives (1999) Blood (1999) Rain Forests 2 (1999) Moon (2001) Mississippi River (2002)
The Chimpanzees I Love by Jane Goodall (2001)		
Portrait of America—Michigan (1991)		
Community Issues (1994)	5x8 size. 30 pages. Pictures. 3 sections: story (fiction) article (non-fiction) activities	Where People Live Who Are the Homeless Rich and Poor Schools <i>Also Watching Out for Crime located on Literacy Shelf 6 Jobs</i>
New True Series (1982) <i>Labeled Section Shelf 2 Middle</i>	Topics mostly animals and science. 50 pages. Large print. Many pictures.	

Item	Description	Components
The Children’s Treasury	Fairy tales. Nursery rhymes. Nonsense verse.	
Amazing Grace	Illustrations of real people.	
The Best Show and Tell	Illustrations of real people.	
Night Tree	Small amount of text. Illustrations of real people.	
Alexander and the Terrible, Horrible, No Good, Very Bad Day	Illustrations of real people.	
Blueberry Shoe	Illustrations of real people and animals.	
Marshmallow	Story of rabbit with cat. Illustrations.	
The Velveteen Rabbit	Illustrations.	
The Boxcar Children	128 pages.	
The Foot Book: Dr. Seuss’s Wacky Book of Opposites		
Goodnight Moon		
Kipper’s Snowy Day	Story of dog. Large print. Illustrations.	

Item	Description	Components
Katy and the Big Snow	Katy is a crawler tractor.	
Listen Buddy	Rabbit. Cartoon illustrations.	
Corduroy’s Best Halloween Ever	Bear and other animals. Cartoon illustrations.	
Disney’s Easy to Read Stories	Large print. Cartoon pictures.	
Hello, Spring!	Winnie the Pooh	
Lilly’s Purple Plastic Purse	Cartoon pictures.	
Just Grandpa and Me	Cartoons.	
Clifford’s Big Book of Stories		
The Dog Who Cried “Woof!”	Clifford	
Mini Picture Dictionary	English/Farsi	

Reading—History/Biography (page 1 of 3)

Reading Shelf 3

Item	Description	Components
National Geographic Reading Expeditions—Seeds of Change in American History (2002)	40 pages. Many colored pictures.	Two Cultures Meet: Native American and European The Industrial Revolution Building the Transcontinental Railroad The Age of Inventions The Great Migration
Highlights of American History Book One: Before 1850 (1979)	Short readings (2-3 pages) with pictures of postage stamps that relate to the topic. Questions about readings and stamps.	
16 Extraordinary (Persons)	4 pages per person. Questions: remembering the facts understanding the story getting the main idea applying what you've learned	Hispanic Americans (1995) American Women (1996) Native Americans (1997)
Portraits of Contemporary African Americans (Social Studies Activity Book for Grades 4 to 8) (1993)	1 page text per person. Variety of activities.	
Cesar Chavez: Fighter in the Fields (2003)	5x8 size. 40 pages. Large print. Pictures.	

Item	Description	Components
Andrew Young: Freedom Fighter (1990)	30 pages. Large print. Pictures.	
Jackie Robinson (1990)	50 pages. Large print. Pictures.	
Jackie Robinson (1996)	240 pages.	
Nefertiti The Mystery Queen (1992)	6x9 size. 50 pages, chapters. Pictures.	
Vincent van Gogh: Portrait of An Artist (2001)	100 pages.	
Phillis Wheatley: Poet (1985)	100 pages; chapters.	
Eleanor Roosevelt (1996)	240 pages.	
Kids Discover Magazine	20 pages. Short descriptions, facts. Many pictures.	Marco Polo (2001) Wright Brothers (2001)

Item	Description	Components
It Started in Montgomery—A Picture History of the Civil Rights Movement (1972)	75 pages.	
The Civil Rights Movement in America (1987)	300 pages.	
The Deadly Diamonds (1992)	6x9 size. 50 pages, chapters. Pictures.	
Pacemaker True Adventures: Tales of Spies (1969)	5x8 size. 3 stories, 8-10 pages each.	

Reading—Religion

Reading Shelf 3

Item	Description	Components
Bible Stories by Norman Vincent Peale (1978)		
Light for My Path: Illuminating Selections from the Bible (1999)	Short selections.	
A Book for All Nations! (1990 Literacy International)	26 easy-to-read condensations from the Bible. Comprehension questions. 4x7 size. 1 to 2 pages per story.	
Bibles (different versions)		
Teaching About Islam and Muslims in the Public School Classroom: A Handbook for Educators (1995)	Reference.	
A Brief Illustrated Guide to Understanding Islam (1997)	Reference.	
Symbols of Islam (2000)	Reference.	
The Qur'an		

Item	Description	Components
Career Readers (1986)	Story and job description. 60 pages, 10 chapters. Many pictures.	1: Drama at the Hospital (nurse's aide) 3: When the Job Fits (retail sales worker) 4: Trucking (local truck driver) 5: What a Team! (plumber) 6: Looking Good (beauty operator) 7: Stay Calm and Take It Easy (security guard) 9: Love That Detail! (drafter) 10: Life on the Line (assembler)
City Living	<i>Laubach Way to Reading Skill Book 2 Reader</i>	
The Trip by Rosanne Keller (1990)	4x7 size. 32 pages. Illustrated. Fiction.	
Woman's Work, Man's Work by Rosanne Keller (1990)	4x7 size. 32 pages. Pictures. Fiction-man has no job; wife must go to work.	
Five Dog Night and Other Tales by Rosanne Keller (1979)	Short stories that supplement <i>Laubach Way to Reading Skill Book 3</i> .	
What Every Driver Must Know	State of Michigan driver manual.	

Item	Description	Components
Oakland Readers (1992-1994)	Life stories told by students in adult literacy program. 4 levels-beginning to intermediate. Level 1 has 3-4 pages per story. Level 2 has 3-5 pages per story.	First Series: Level 1: When I Travel, I Like to Fly Level 2: Twelfth Grade Common Sense Second Series: Level 2: I Have No Earthly Fears Third Series: Level 1: You Got To Get on One of Them Trains

Item	Description	Components
Reading with Children: Handbook for Literacy Tutors (Literacy Volunteers of America)		
Help a Child Learn to Read (Literacy Volunteers of America)	Resource/reference.	
READY Kit (Read, Educate and Develop Youth)	Pre-reading kit. Includes: <i>I Am Your Child</i> booklet and videotape child development chart infant activity cards book for child children's music cassette list of enjoyable books	
Early World of Learning (1987)	Learning readiness program.	Parent's Guide Developing Readiness Skills
A Good Beginning: Enjoying Your Baby's First Year (1990)	Age-specific characteristics and activities.	
Storytime with Your Children (1996)	Tips by age. List of books good for young children.	

Item	Description	Components
It's NIE for K-3 (The Ann Arbor News)	Curriculum guide and newspaper activities for teachers of students in grades K-3. Sections: all about news social studies language arts science/health writing math	
Prime Time Together with Kids	Contents: creative ideas activities games projects	
The Safe, Self-Confident Child (1994)	Information on how to protect children from harm. Help children improve self confidence and their ability to handle dangerous situations.	

Item	Description	Components
(Contemporary's) Stories for Parents (1990)	<p>Explore issues such as building children's self-esteem, coping with stress and anger, and improving family communication.</p> <p>Strengthen reading and communication skills and encourage parents to relate events to their own lives.</p> <p>Enable to examine problems, questions and rewards that are part of being a parent.</p> <p>Include discussion and comprehension questions.</p> <p>4x7 size. 40 pages. 3-4 fiction stories per book. Pictures.</p>	<p>Johnson and Son (lessons for kids) Why Does Baby Cry? (parenting is hard work) Making It Right (keep children safe from accidents) Angry Feelings</p>
Joy of Reading: One Family's Fun-filled Guide to Reading Readiness		
Growing Up Drug Free: A Parent's Guide to Prevention (U.S. Department of Education)		
Telling Tales: How to Produce a Book of Stories by Parents and Their Children		

Item	Description	Components
Parents and Children Together (1990-1991)	5x8 size. 50-60 pages. Book includes: text on topic book lists 3 read-along stories (with pictures) Includes audiotape.	Parents as Models Motivating Your Child to Learn Learning and Self-Esteem Discipline and Learning Speaking and Listening Encouraging Good Homework Habits Stress and School Performance
Parents as Partners in Reading: A Family Literacy Training Program (1990 Children's Press)	Videotape	Program 3: Reading Strategies
Parents as Partners in Reading: Talking Your Way to Literacy (1990 Children's Press)	Videotape	Program 4: Ways of Talking In Families and Communities Program 5: Ways of Talking in School
Family Reading: An Intergenerational Approach to Literacy (1990)	Training videotape. 30 minutes. Practice in good reader strategies using children's books and adult reading selections. Helps adults improve their own literacy skills while developing ability to bring literacy into home.	
The Power of Family Literacy (1997 National Center for Family Literacy)	Videotape.	
Becoming a Family of Readers (1995)	Videotape.	

Reading—New Writers’ Voices

Reading Shelf 4

Item	Description	Components
New Writers’ Voices	Stories, essays, poems. 1-3 pages each.	Changes Speaking to One Another My Native Land Speaking from the Heart From My Imagination
Writers’ Voices	Selections from books. Includes reading helps. 60 pages.	Jaws by Peter Benchley Lonesome Dove by Larry McMurty Coal Miner’s Daughter by Loretta Lynn In the Shadow of Man by Jane Goodall One More Time by Carol Burnett The Joy Luck Club by Amy Tan Dark They Were, and Golden-Eyed by Ray Bradbury

Reading—General Fiction (page 1 of 4)

Reading Shelf 5

Item	Description	Components
Working for Myself Series by Tana Reiff (1994)	4x7 size. 70-80 pages, 10 chapters.	Other People's Pets You Call, We Haul The Green Team The Flower Man Crafting a Business Handy All Around
Mollie's Year by Tana Reiff (1979)	4x7 size. 60 pages, 14 chapters.	
Stories by Rosanne Keller (1990)	4x7 size. 32 pages, 6 chapters. Illustrated.	Honorable Grandfather Talk Like a Cowboy The Race The Magic Village
A New Life	4x7 size. 60 pages, 14 chapters. Pictures.	
Beyond Fear and Pride (1996)	4x7 size. 40 pages, 8 chapters. Pictures. Cowboy who cannot read or write.	
Casey's Grudge	4x7 size. 70 pages, 11 chapters.	

Item	Description	Components
So Wild a Dream	5x7 size. 60 pages, 8 chapters. American Revolution.	
Dr. Dolittle	5x8 size. 120 pages, 13 chapters.	
Payoff In The Park and Other Exciting Short Stories (1972)	4x7 size. Stories about 10 pages each. Pictures.	
Longman Classics	Classic stories retold in easy English. Includes comprehension questions. 5x8 size. Illustrated. Stage 2=900 word vocabulary. Stage 3=1300 word vocabulary.	The Wind in the Willows by Kenneth Grahame 70 pages, 11 chapters, questions for each chapter and whole book stage 2 The Adventures of Tom Sawyer by Mark Twain 70 pages, 17 chapters, questions for each chapter stage 3 The Return of Sherlock Holmes by Sir Arthur Conan Doyle 3 stories, 17-18 pages each, 6-7 chapters each, questions for each story and for whole book

Item	Description	Components
Saddleback Classics	80 pages, 9-12 chapters.	A Christmas Carol by Charles Dickens The Call of the Wild by Jack London Dracula by Bram Stoker The Adventures of Huckleberry Finn by Mark Twain The Adventures of Tom Sawyer by Mark Twain Frankenstein by Mary Shelley The Scarlet Letter by Nathaniel Hawthorne
Children’s Thrift Classics		Anne of Green Gables by L.M. Montgomery 90 pages, 6 parts Little Women by Louisa May Alcott 108 pages, 16 chapters
Flashback Series <i>Labeled Section Shelf 5 (left side)</i>	Fictional characters in historical settings. 4x6 size. 30 pages.	3 series: sports disaster war
Double Fastback Mysteries	4x6 size. 60 pages.	The Night Marchers The Lost Train
Open-Ended Stories (1973)	Unfinished stories. Discussion questions about stories and possible endings. 5x8 size. 4-8 pages per story.	

Item	Description	Components
First Impressions: Writings by New Readers	Original writings by literacy students. 1-3 pages per story.	Volume 1: experience of being a nonreader becoming a learner just for fun Volume 2: experiences from students' work, family and community lives
More Stories	Supplemental readers to <i>Laubach Way to Reading</i> workbook series. Correlate with skill books. Contain 2-3 extra stories to reinforce each regular lesson in the correlated skill book. Provide supplementary reading that can be used in tutor sessions or for learner at-home reading. Can also be used for readings independent of <i>Laubach Way to Reading</i> skill books. Stories are 1-2 pages each. 5x8 size.	Series of 4
Stories for Older Students (1992)	From Wilson Reading System. Controlled progression of stories, each focusing on particular phonetic principles. Mostly 1-page stories (a few 2-4 pages). Large print.	Books 2 and 3

Reading—Sports**Reading Shelf 5**

Item	Description	Components
Lance Armstrong: The Race of His Life (2000)	6x9 size. 60 pages, chapters. Large print. Pictures. Level 3: 2 nd and 3 rd grade.	
The Mannings: Football's Famous Family (2006)	45 pages. Large print. Many pictures.	
Pride of Puerto Rico: The Life of Roberto Clemente (1988)	150 pages.	
Rocky and Other Plays About Sports (1986)		
Writers' Voices	Selections from biographies. 4x7 size. 60 pages.	Giant Steps: The Autobiography of Kareem Abdul-Jabbar Rashad (Ahmad Rashad)
A SporTellers Book (1981)	Fiction. 5x7 size. 60 pages.	Catch the Sun Fear on Ice Stroke of Luck Play-Off

Item	Description	Components
Focus on Phonics (1991)	<p>Word pattern approach.</p> <p>Each workbook correlates to <i>Laubach Way to Reading Skill Book</i> of same number (<i>located on Literacy Shelf 5</i>).</p>	<p>Series of 5 workbooks and instructor manuals</p> <p>1: Sounds and Names of Letters 2a: Short Vowel Sounds 2b: Consonant Blends 3: Long Vowel Sounds 4: Other Vowel Sounds and Consonant Spellings</p>
PHONICS for Reading (2002)	<p>Research-based series.</p> <p>Teaches phonemic decoding.</p> <p>Story passages in second and third levels can be used to increase fluency.</p>	<p>First Level: short vowels, consonants, consonant blends, digraphs</p> <p>Second Level: vowel combinations, r-controlled vowel sounds, common endings, CVCe words</p> <p>Third Level: vowel/letter combinations, prefixes/suffixes, sounds for <i>c</i> and <i>g</i>, vowel sound combinations</p>
Reading for Today Introductory Book (1994)	<p>Visual discrimination of letters/words.</p> <p>Recognition of letters of alphabet.</p> <p>Sight words in context.</p> <p>Question words.</p> <p>Initial and final consonants.</p> <p>Short and long vowels.</p> <p>CVC and CVC+e word families.</p>	<p>Series of 6 plus this introductory book</p> <p>(<i>Books 1-6 located on Literacy Shelf 2 Comprehension</i>)</p>

Item	Description	Components
New Reading Skills Practice Pad (1973)	Letters/sounds. Many pictures.	
Hip Reader (1969)	Beginning letters. Short words, CVC word families. Short readings.	
Hooked on Phonics Program Kit		Books Cassette Tapes Cards

Item	Description	Components
Quick Word Handbook (1994-2002)	Alphabetical listings of high-frequency writing words.	Handbook for Beginning Writers (purple) (grades 1-2) Handbook for Everyday Writers (yellow) (grades 2+) Handbook for Practical Writing (aqua) (grades 7+)
Quick Write Handbook for Everyday Writers (2004)	Reference for major forms of writing and essential grammar, usage and mechanics skills. Intermediate and advanced books include planning and gathering information prior to writing.	Beginning (purple) Intermediate (green) Advanced (red)
Lessons in Writing Sentences Book Two (1997)	Variety of exercises.	<i>Also located on ESL Shelf 4 Intermediate Reading/ Writing</i>
(Contemporary's) Exercising Your English-Language Skills for Developing Writers Book 3: Sentence Types, Style and Diction, Paragraph Structure (1991)	Language skills essential to effective writing. Variety of exercises.	Book 1: Basic Sentence Structure, Grammar, Usage <i>(Located on Literacy Shelf 3 Grammar)</i> Book 2: Spelling, Capitalization, Punctuation <i>(Located on Literacy Shelf 3 Vocabulary/ Spelling)</i> Book 3: Sentence Types, Style and Diction, Paragraph Structure

Item	Description	Components
<p>Writing It Down: Writing Skills for Everyday Life (1989)</p>	<p>Basics of everyday writing for beginning readers.</p> <p>Goal is to communicate in standard written English in those situations in which it is expected.</p> <p>Small incremental steps—starts with handwriting, to complete sentences, to writing paragraphs.</p> <p>Uses practical exercises for everyday situations. Includes lists, forms, calendar, notes, letters, applications, + .</p>	
<p>Writing to Others (1986)</p>	<p>Practice with everyday writing in real-life situations.</p> <p>Non-sequential lessons for different types of writing. Includes notes, letters (personal, business, job application), invitations, public announcements, + .</p>	

Item	Description	Components
<p>ReadingWise Comprehension Strategies (2003)</p>	<p>Supplemental reading program for comprehension strategy instruction.</p> <p>Helps develop fluent, effective readers and active thinkers.</p> <p>2-page lessons each demonstrate a single comprehension strategy.</p> <p>Readings are very short. Exercises allow practice with strategy.</p> <p>Most strategies appear at all levels; application becomes more complex as series progresses.</p>	<p>Series of 8</p> <p><i>A 6-page chart shows strategies by level (located at end of this Notebook Section 2)</i></p>
<p>Comprehensive Assessment Reading Strategies (2001)</p>	<p>Focus is on 12 key reading strategies to improve reading ability.</p> <p>10 lessons per book.</p> <p>Each lesson has a 1-page reading passage (use different writing forms) and 12 questions (one for each of key strategies).</p>	<p>2, 3, 4, 5, 7</p>

Item	Description	Components
(Contemporary's) New Beginnings in Reading (1985)	<p>For beginning, low-level readers.</p> <p>Builds skills starting with simple, easy content and progressing through series.</p> <p>Provides small skill increments and large amounts of repetition for successful experiences.</p> <p>Contains short readings with different types of exercises; exercises cover all lesson components.</p>	<p>Series of 8 + groundbreaker</p> <p>Primary phonics skill:</p> <ol style="list-style-type: none"> 1: short a 2: short i 3: short u 4: short o 5: short e 6: all long vowels 7: beginning consonant blends (l, r) 8: digraphs (ch, sh, th, wh)
Reading for Today (1987)	<p>Sequential program. Holistic approach. Based on research of how adults best learn to read.</p> <p>Each level emphasizes different word study areas.</p> <p>Short readings with exercises.</p> <p>Incorporates activities in 5 skill strands:</p> <ul style="list-style-type: none"> sight words/vocabulary phonics/word study language/writing comprehension/critical thinking life skills 	<p>Series of 6 + introductory (<i>Located on Literacy Shelf 1 Phonics</i>)</p> <p>Phonics/word study emphasis:</p> <ol style="list-style-type: none"> 1: consonants, short/long vowels, CVC/CVC-e 2: short vowel word families 3: long vowel word families; initial consonant blends 4: consonant blends/digraphs; silent letters 5: vowel digraphs; diphthongs; r-controlled vowels 6: syllables; dictionary <p><i>A 4-page chart shows scope and sequence by book (located at end of this Notebook Section 2)</i></p>
Communication for Today (1987)	<p>Reading skills workbooks to accompany <i>Reading for Today</i> series (<i>see above</i>). Skills match corresponding reading text.</p> <p>Use to practice and reinforce skills plus extend learning.</p>	<p>Series of 6 + introductory</p>

Item	Description	Components
<p>Reading for Tomorrow (1989)</p>	<p>Sequential program. Continuation of <i>Reading for Today</i> series (see above).</p> <p>For intermediate readers. Teaches higher level thinking skills.</p> <p>Longer readings with exercises.</p> <p>Incorporates activities for: vocabulary skills structural language comprehension/critical thinking life-coping</p>	<p>Series of 3</p> <p><i>A 2-page chart shows scope and sequence by book (located at end of this Notebook Section 2)</i></p>
<p>Communication for Tomorrow (1989)</p>	<p>Reading skills workbooks to accompany <i>Reading for Tomorrow</i> series (see above). Skills match corresponding reading text.</p> <p>Use to practice and reinforce skills plus extend learning.</p>	<p>Series of 3</p>
<p>Read It! A New Approach for Adult Readers (1991)</p>	<p>For beginning readers.</p> <p>Short readings, variety of exercises.</p> <p>Uses common logos that are part of environment.</p> <p>5 units: fast foods store foods shopping body care transportation</p>	

Item	Description	Components
(Scott, Foresman) Adult Reading: Comprehension (1981-1982)	<p>Graduated reading levels within each topic strand.</p> <p>Reading content based on real-life experiences.</p> <p>Each level introduces one major comprehension skill.</p> <p>Reading selections are 2 to 4 pages followed by comprehension questions.</p>	<p>4 topic strands; each a series with levels A to F.</p> <p>People Cultures Messages Coping</p> <p><i>A 1-page chart shows scope and sequence by level (located at end of this Notebook Section 2)</i></p>
Globe Reading Comprehension (1988)	<p>Short readings (½ page); advanced.</p> <p>Comprehension skills and questions.</p> <p>Selections are from these topic groups: biography fiction nature, marvels, mysteries science, technology, ideas history news</p>	<p>Journeys Discoveries</p>
Developing Reading Strategies (1991)	<p>Integrated approach with content reading, learning strategies, writing skills.</p> <p>Teach to “learn how to learn.”</p> <p>Short non-fiction readings within themes.</p> <p>Comprehension questions and exercises.</p>	<p>6 titles in recommended sequence: Challenges Quests Ventures Insights Summits Horizons</p>

Item	Description	Components								
<p>Greats (1990-1991)</p>	<p>Longer readings (4-5 pages); advanced.</p> <p>Comprehension questions and exercises; word study.</p>	<p>2 series:</p> <p>Great Escapes Great Disasters Great Rescues Great Mysteries</p> <p>Great Firsts Great Challenges Great Adventures Great Heroes</p>								
<p>Weaving It Together Book 3 (1994)</p>	<p>Comprehensively integrates reading and writing.</p> <p>Thematically grouped readings with reading and vocabulary exercises.</p> <p>For ESL, college-bound.</p> <p>Intermediate.</p> <p>Units:</p> <table data-bbox="604 1084 976 1193"> <tr> <td>symbols</td> <td>food</td> </tr> <tr> <td>customs</td> <td>language</td> </tr> <tr> <td>mind and body</td> <td>technology</td> </tr> <tr> <td>people</td> <td></td> </tr> </table>	symbols	food	customs	language	mind and body	technology	people		
symbols	food									
customs	language									
mind and body	technology									
people										

Item	Description	Components
<p>Cloze Connections (1990)</p>	<p>Cloze is used to develop and measure reading comprehension.</p> <p>Short reading exercises with certain words deleted. Some present multiple-choice answer selections; others require the learner to supply a word on their own. Must use clues in remaining reading to determine correct words to insert.</p> <p>Alternating pages of short passages (5 per page each with one deleted word) and longer passages (full page with five deleted words).</p> <p>Deletions reinforce emphasis on process of reading by requiring learners to:</p> <ul style="list-style-type: none"> read ahead use clue words make inferences reread <p>There is also an 8-page instructional section on how to work with cloze. This discusses and illustrates the different types of clues.</p>	<p>B and C</p>
<p>Let's Think It Over: Clues to Cloze (1988)</p>	<p>Cloze is used to develop and measure reading comprehension.</p> <p>Stories of 4-5 pages with certain words deleted. Multiple-choice answer selections. Clues to correct choice are underlined.</p>	

Item	Description	Components
<p>Literacy: Adult Basic Education: Using the Daily Newspaper to Teach Adults (1992)</p>	<p>Daily newspaper is used as textbook.</p> <p>Provides a variety of activities using the newspaper; each activity is independent, can be used in any order.</p> <p>4 sections: alphabetical literacy reading readiness numerical literacy survival literacy</p>	
<p>Reading Realities: Newspapers in Education (1989)</p>	<p>Daily newspaper is used as textbook.</p> <p>Activity pages with a variety of reading and writing skills and concepts.</p>	
<p>Basics in Reading: An Introduction to American Magazines (1988)</p>	<p>Very short readings that are simplified, shortened versions of magazine articles.</p> <p>Comprehension activities.</p> <p>7 units each from a different magazine: Outside Rolling Stone Parents The Wellness Letter Omni Psychology Today Consumer Reports</p>	

Item	Description	Components										
<p>Reading for Meaning: Skills Development for Active Reading (1989)</p>	<p>Explores such issues as what we choose to read, why we choose it, how we read it and what we do with the information from it.</p> <p>Includes exercises on comprehension techniques.</p> <p>Low-intermediate.</p> <p>10 chapters each arranged around a theme; variety of readings from literature, newspapers, magazines, biographies.</p> <p>Chapters are progressively more difficult:</p> <table data-bbox="604 808 1146 943"> <tr> <td>fables/folktales</td> <td>space</td> </tr> <tr> <td>food</td> <td>law/justice</td> </tr> <tr> <td>sports</td> <td>human mind/body</td> </tr> <tr> <td>health</td> <td>ecology</td> </tr> <tr> <td>population</td> <td>business</td> </tr> </table>	fables/folktales	space	food	law/justice	sports	human mind/body	health	ecology	population	business	
fables/folktales	space											
food	law/justice											
sports	human mind/body											
health	ecology											
population	business											
<p>Read On! II (1988 Literacy Volunteers of America)</p>	<p>Uses concept of <i>assisted reading</i> to allow for beginning readers to read with tutor from earliest lessons.</p> <p>Short readings with exercises.</p>											

Literacy—Grammar

Literacy Shelf 3

Item	Description	Components
Language for Writing Series (1991-1992)	Variety of exercises.	Book 1: Nouns Book 2: Verbs Book 4: Pronouns Book 5: Prepositions, Conjunctions and Interjections
(Contemporary's) Exercising Your English: Language Skills for Developing Writers Book 1: Basic Sentence Structure, Grammar, Usage (1988)	Language skills essential to effective writing. Variety of exercises.	Book 1: Basic Sentence Structure, Grammar, Usage Book 2: Spelling, Capitalization, Punctuation <i>(Located on Literacy Shelf 3 Vocabulary/ Spelling)</i> Book 3: Sentence Types, Style and Diction, Paragraph Structure <i>(Located on Literacy Shelf 2 Composition)</i>
Capitalization and Punctuation (1997)	Rules and exercises.	Primary (grades 2-4) Intermediate (grades 5-9) <i>Primary also located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i> <i>Intermediate also located on ESL Shelf 4 Intermediate Reading/Writing</i>

Item	Description	Components
Patterns in Spelling (1990)	<p>For low-level readers who have trouble spelling.</p> <p>Stresses patterns.</p> <p>Variety of exercises.</p>	<p>Book 1: Patterns with Short Vowels</p> <p>Book 2: Patterns with Long Vowels</p> <p>Book 3: Patterns with Consonant Blends and Digraphs</p> <p>Book 4: Patterns with Other Vowel Sounds and Spellings</p>
(Contemporary's) Exercising Your English: Language Skills for Developing Writers Book 2: Spelling, Capitalization, Punctuation (1991)	<p>Language skills essential to effective writing.</p> <p>Variety of exercises.</p>	<p>Book 1: Basic Sentence Structure, Grammar, Usage <i>(Located on Literacy Shelf 3 Grammar)</i></p> <p>Book 2: Spelling, Capitalization, Punctuation</p> <p>Book 3: Sentence Types, Style and Diction, Paragraph Structure <i>(Located on Literacy Shelf 2 Composition)</i></p>
Vocabulary Connections-A Content Area Approach (1989)	<p>Classic program to provide extra practice and support for vocabulary building.</p> <p>Short readings (1-2 pages) with variety of exercises.</p> <p>Content areas: literature social studies science math health fine arts</p>	<p>levels C, E, H</p>

Item	Description	Components
World of Vocabulary (1984)	Short readings (less than 1 page) with variety of exercises.	Books 3 and 4
Reading Vocabulary Books (1983)	Variety of vocabulary exercises.	Sea Treasures (level 9) Sky Climbers (level 10)
Vocabulary Basics Instructors Edition (1998)	Exercises and short readings for reading level 4 to 6. Contents: 240 important words 8 words per chapter used in context/use each word 7 ways	

Workbook Series	Description	Components
<p>Laubach Way to Reading (1991)</p> <p><i>Literacy Shelf 5</i></p>	<p>Builds basic reading skills with a phonics basis. Readings and exercises are built around phonics content.</p> <p>For reading levels 0-4; for those with little or no literacy skills.</p> <p>Each skill book has a correlated reader.</p> <p>Readers contain stories or articles using much of the same vocabulary as the skill book. Readers are introduced in a lesson at the appropriate time in the skill book.</p> <p>Readers can be used independently for reading practice while using other lesson materials.</p> <p>More Stories books contain 2-3 extra stories that reinforce each regular lesson in the correlated skill book. These provide supplementary reading that can be used in tutor sessions or for learner at-home reading.</p> <p><i>Focus on Phonics series correlates with this series (see Phonics in Notebook Section 3).</i></p>	<p>Skill Books (series of 4)</p> <p>Readers (series of 4 to correlate with skill books; color-coded to match skill book)</p> <p>More Stories (series of 4 to correlate with skill books; color-coded to match skill book) <i>(Some also located on Reading Shelf 5 Fiction)</i></p> <p>Puzzle Books (series of 4)</p> <p>Crossword Puzzles (series of 4)</p> <p>Audiotapes for Readers and More Stories</p> <p>1: Sounds and Names of Letters Reader—In the Valley</p> <p>2: Short Vowel Sounds Reader—City Living</p> <p>3: Long Vowel Sounds Reader—Changes (4 stories-2 fiction; 2 non-fiction)</p> <p>4: Other Vowel Sounds and Consonant Spellings Reader—People and Places(non-fiction)</p>

Workbook Series	Description	Components
<p>Voyager Reading and Writing for Today’s Adults (1999)</p> <p><i>Literacy Shelf 4</i></p>	<p>Four-stage program for comprehensive skill-building through readings and exercises.</p> <p>Develops reading comprehension skills through whole-language approach.</p> <p>Four stages:</p> <p style="padding-left: 40px;">Learning to read: short readings, phonics, writing, speaking, listening activities (foundation/1).</p> <p style="padding-left: 40px;">The emerging reader: literary and informational readings; comprehension added (2/3).</p> <p style="padding-left: 40px;">Reading to learn: typical reading materials; expanding skills (4-6).</p> <p style="padding-left: 40px;">Reading for work and life: themes and readings are work- and life-oriented; learn and apply skills (7/8).</p> <p>Books are theme-based. Each book (1 to 8) is divided into 4 units, each with its own theme. In the foundation book, each lesson stands on its own. Reading selections come from literature, informational content and a variety of other types of materials.</p> <p>Workbooks contain exercises for extra practice.</p> <p>Vocabulary workbooks build vocabulary and increase knowledge about words in a variety of contexts and formats.</p>	<p>Student Books (series of 8 + foundation) Workbooks (series of 8 + foundation) Vocabulary Workbooks (3-6) Teacher’s Resource Guides (4) (F-1, 2-3, 4-6, 7-8)</p> <p><i>A 2-page chart details the content in each Student Book (located at end of this Notebook Section 1)</i></p>

Workbook Series	Description	Components
<p>Challenger Adult Reading Series (1985 and 1989)</p> <p><i>Literacy Shelf 4</i></p>	<p>Integrated reading and writing program with sequenced skill-building.</p> <p>8 levels from beginning to pre-GED.</p> <p>Books 1 to 4 emphasize learning to read. Books 5 to 8 emphasize reading to learn.</p> <p>20 lessons per book, plus reviews. Each lesson includes word study, a reading selection, exercises/activities.</p> <p>Books contain interesting readings and a variety of exercises. Lessons may be used in their entirety or selectively. Readings are good even if the exercises are not used.</p> <p>Odd-numbered books contain mostly fiction readings. Books 1 and 3 contain stories about a group of adults in their daily lives. Books 5 and 7 contain mostly minimally adapted well-known works of fiction.</p> <p>Even-numbered books contain informational readings. Books 2 and 4 contain reading selections on topics similar to those in magazines and encyclopedias. Books 6 and 8 contain reading selections that are adapted from works of nonfiction.</p>	<p>Student Books (series of 8) Writing Workbooks (series of 4—correlate to first 4 student books) Puzzles Books (series of 8—correlate to student books) Teacher’s Manuals</p> <p><i>A 1-page chart details the content of each Student Book and Writing Workbook (located at end of this Notebook Section 1)</i></p>

Workbook Series	Description	Components
<p>Endeavor (2009)</p> <p><i>Literacy Shelf 4</i></p>	<p>Research-based series for reading levels 3 to 8.</p> <p>Each level has 10 themes: health work family community school & education civics and government sports & recreation housing & transportation food consumerism & money</p> <p>Lessons are non-sequential and can be used in any order.</p> <p>Readings are both fiction and non-fiction.</p>	<p>Student Books (levels 3 to 8) Teacher’s Guides (levels 3 to 8)</p>

Item	Description	Components
ARCO GED (1993)	Complete program.	
Pre-GED Skill Workbooks (2004)	<p>Help with transition from Pre-GED to GED-level work. Introduce GED higher-level thinking skills at Pre-GED level. Reading levels 6-8.</p> <p>Each book begins with skills inventory. 2-page lesson format for basic skills review/practice. Practice to apply skills to GED-type questions.</p>	<p>Reading: Comprehension and Critical Thinking Writing 1: Grammar, Spelling and Writing Basics Writing 2: Sentence Structure, Organization, Essay</p>
Pre-GED Writing Skills (1994)	Exercises.	<p>Part A: Writing Words and Sentences Part B: Writing Paragraphs</p>
GED The Essay (1996)	<p>Step-by-step process.</p> <p>Based on actual GED tests; follows GED format.</p>	
Reason to Write: Writing for the GED and Beyond (1996)	<p>Geared to requirements of essay part of GED.</p> <p>Focuses on step-by-step development of writing skills through process approach.</p>	
GED Exercise Books (1996)	<p>Examines ability to understand, apply, analyze and evaluate information, graphics, passages.</p> <p>Simulated tests to assess readiness for actual tests.</p>	<p>Literature and the Arts Social Studies Mathematics</p>

Item	Description	Components
<p>GED Scoreboost (2002)</p>	<p>Focus on strategies to be used on GED tests.</p> <p>Targeted instruction boosts success in three critical areas with strategies for:</p> <ul style="list-style-type: none"> thinking and graphic skills (reading, social studies, science) writing (essay, multiple choice) mathematics (calculator, grids, problem solving) 	<p>Thinking Skills: Critical Thinking for Reading, Social Studies and Science</p> <p>Thinking Skills: Graphic Skills for Social Studies and Science</p> <p>Writing: Sentence Structure, Usage and Mechanics</p> <p>Writing: Essay Writing and Organization Skills</p> <p>Mathematics: Whole Numbers, Decimals, Fractions and Percents</p> <p>Mathematics: Measurement and Data Analysis</p> <p>Mathematics: Algebra and Geometry</p>

Item	Description	Components
You're Hired: The Nuts and Bolts of Job Hunting (1986)	3 sections: The Job Seeker (skills, goals, job list, resume) The Job Campaign (phone, ads, employer contact) The Job Interview (dress, conduct, questions)	
Get That Job! Workbook (1999)	Activity worksheets. Topics: likes/skills jobs personal information/resume ads interview	
The Career Game (1998)	Opportunity to identify interests (via checkmarks on color-coded chart). Color score is tied to jobs types.	2 booklets: How to Find the Best Jobs for You Red Hot Jobs for Career Game Players
(Contemporary's) Work-Wise: Tactics for Job Success (1991)	Focus is on effective job performance. Also, advice on moving up the career ladder and seeking new job opportunities. Includes some pre-employment and on-the-job skills.	
(Contemporary's) Essential Skills for the Workplace Level 1: Obtaining Information and Using Resources (1993)	Integrates basic skills within workplace contexts. Contents: product information—ads, labels, catalogs workplace information—messages, paychecks, policies, etc.	

Item	Description	Components
<p>Workskills Book 1 (1994)</p>	<p>Teaching approach is functional and contextual.</p> <p>Variety of exercises to develop problem-solving skills.</p> <p>Topics: company policies directions/instructions safety interactions work behaviors job performance goal-setting job training/continuing education</p>	
<p>Preparing Workers for 21st Century Employment: Making the Most of a Job (Michigan Adult Education)</p>	<p>Short readings that help in 2 ways: practice reading topic is a real workplace problem</p>	<p>Book Student Reading Practice Cards</p>
<p>Payday! Managing Your Paycheck (1990)</p>	<p>Readings and practical applications.</p> <p>Contents: paycheck taxes checking account credit ATM planning/saving budgeting</p>	
<p>Book of Forms for Everyday Living (1985)</p>	<p>Forms for: employment government money personal consumer</p>	

Item	Description	Components
Henry Perry Gets a Job	<p>Practical, easy-to-read information for seeking entry-level jobs.</p> <p>5x8 size. 60 pages. Fiction story is 45 pages, 8 chapters. Resource section is 15 pages.</p> <p>Resource section has ways to look for job.</p> <p>Grade 4-5 reading level.</p>	
Work Issues: Sexual Harassment (1994)	<p>5x8 size. 30 pages. Pictures.</p> <p>3 sections: story (fiction) article (non-fiction) activities</p>	
Basic Skills for the Workplace (1991)	<p>Resource and day-to-day practical guide for developing and implementing workplace programs.</p>	
Beyond the School Doors: The Literacy Needs of Job Seekers Served by the US Department of Labor (1972)	<p>Reference report.</p> <p>Defines and profiles levels of proficiency: prose literacy document literacy quantitative literacy</p>	
The Meeting Will Come to Order: Simplified Guidelines to Parliamentary Procedure		

Item	Description	Components
Practice in Survival Reading 7: Let's Look It Up (1977)	<p>25 excerpts from reference sources.</p> <p>Each has 10 questions; answers draw on 3 levels of reading comprehension skills:</p> <ul style="list-style-type: none"> locating facts interpreting facts applying knowledge 	
Survival Skills for the Student At Risk (1989 The Ann Arbor News)	<p>Teaching at-risk students using the daily newspaper.</p> <p>Provides variety of activities using the newspaper.</p> <p>Content areas:</p> <ul style="list-style-type: none"> self-actualization science language arts social studies math 	
Special Education and Cooperative Learning (1990 The Ann Arbor News)	<p>Using the newspaper as a primary resource.</p> <p>Provides variety of activities using the newspaper.</p> <p>Fundamental skills at each level in:</p> <ul style="list-style-type: none"> language arts math health social studies <p>4 levels:</p> <ul style="list-style-type: none"> K-2 grades 3-5 grades 6-8 HS 9-12 	

Item	Description	Components
What You Need to Know About Reading Labels, Directions and Newspapers (1985)	Short readings and practice activities.	
Budgeting Know-How: Reading Strategies by Objective (1987)	Short readings with practical exercises. Contents: how to prepare a budget how to figure your take-home pay writing a budget how to balance a budget dealing with money problems	
Control Your Money (1997)	Contents: money basics credit spending plan money trouble banking planning for future	
Everyday Forms (1994)	Forms for: school postal job consumer bank government medical	
Community Issues: Watching Out for Crime (1994)	5x8 size. 30 pages. Pictures. 3 sections: story (fiction) article (non-fiction) activities	<i>Part of Community Issues Series; 3 other topics located on Reading Shelf 2 Science/Social Studies</i>

Item	Description	Components
Yes! You Can Get There From Here (1997)	Easy-to-read inspirational book. Shows how to achieve fulfillment by taking charge of your life.	

Item	Description	Components
Breakthrough to Math (1981-1984)	Basic steps for one skill at a time to make math easier to understand.	Level 1: Whole Numbers (orange) Book 1: Understanding Numbers Book 2: Adding Whole Numbers Book 3: Subtracting Whole Numbers Book 4: Multiplying Whole Numbers Book 5: Dividing Whole Numbers Level 2: Fractions, Decimals, Percents (green) Book 1: Understanding and Comparing Fractions Book 2: Adding and Subtracting Fractions Book 3: Multiplying and Dividing Fractions Book 4: Decimal Fractions Book 5: Percents Book 6: Word Problems w/ Fractions, Decimals, Percents Workbook for Level 2 Teachers Directory Levels 1 to 4

Item	Description	Components
(Contemporary’s) Number Sense: Discovering Basic Math Concepts (1990)	<p>Explores number relationships to build a concrete understanding of mathematical operations, problem-solving strategies, and real-life applications.</p> <p>Each book illustrates a basic math skill.</p>	<p>Whole Number Addition and Subtraction Whole Number Multiplication and Division Decimal Addition and Subtraction Decimal Multiplication and Division The Meaning of Fractions Fraction Addition and Subtraction Fraction Multiplication and Division The Meaning of Percent Percent Applications Ratio and Proportion Teachers Resource Guide Answer Key (for all)</p>
(Contemporary’s) Real Numbers: Developing Thinking Skills in Math (1991)	<p>Builds real-life math, test-taking and problem-solving skills.</p> <p>Next step for Number Sense series (<i>see above</i>).</p>	<p>Estimation 1: Whole Numbers and Decimals Estimation 2: Fractions and Percents Measurement Tables, Graphs, and Data Interpretation</p>
(Contemporary’s) Number Power: The Real World of Adult Math (1988-1991)	<p>Full scope of basic math curriculum from whole numbers to algebra and geometry.</p> <p>Each book targets a particular set of math skills.</p>	<p>1: Addition, Subtraction, Multiplication and Division 2: Fractions, Decimals and Percents 3: Algebra 4: Geometry 5: Graphs, Tables, Schedules and Maps 6: Word Problems</p>
Smart Solutions: Algebra and Geometry (1996)	<p>Teaches math in the context of adult experiences and real-life applications.</p>	

Item	Description	Components
<p>(Longman) ESL Literacy (2006)</p>	<p>Basic introduction to English for true beginner.</p> <p>Can be used for learners who: have little or no prior school experience, have difficulty with beginning ESL class, come from a primary language background that uses a non-Roman alphabet.</p> <p>Communication and literacy skills to function in real-life situations.</p> <p>Workbook with exercises.</p> <p>10 units: alphabet time family health numbers calendar food work school money</p>	<p><i>Also located on ESL Shelf 2 Beginning Reading/Writing (© 1991)</i></p>
<p>Picture This! Learning English Through Pictures (2006)</p>	<p>Multiskills course for beginning study of English.</p> <p>Uses picture-based lessons.</p> <p>Each chapter is about 20 pages and contains cartoon story and many activities.</p>	<p><i>Also located on ESL Shelf 2 Beginning Reading/Writing(© 2007)</i></p>

Item	Description	Components
<p>English for Everyday Activities: A Picture Process Dictionary Basic (1999)</p>	<p>Focuses on verbs to teach step-by-step aspects of more than 60 daily activities.</p> <p>Each lesson (1-2 pages) focuses on one process and provides pictorial associations for key vocabulary.</p> <p>Sections (# of activities): starting the day (11) managing household (16) getting around (8) keeping in touch (7) at home in evening (15) fun with friends (4)</p> <p>Beginning.</p> <p>Workbook has variety of exercises and activities.</p> <p>Listening Activity Book strengthens associations. Exercises include simple word recognition and drawing conclusions from spoken input.</p>	<p>Student Book Workbook Listening Activity Book (tapescript included) Teacher's Guide</p>
<p>In the Know: The Informational Reading Series (1987)</p>	<p>Supplemental reading program for practice reading fluently and with comprehension.</p> <p>Informational articles on topics of interest to adults.</p> <p>Pre-reading discussions and post-reading activities.</p> <p>Good resource for those with reading disabilities.</p> <p>For non-readers or beginning readers.</p>	<p>Book 1</p> <p><i>Books 3 and 4 located on ESL Shelf 4 Intermediate Reading/Writing</i></p>

Item	Description	Components										
<p>English No Problem! (2004)</p>	<p>Helps build language and life skills, develop critical thinking skills and increase cultural awareness.</p> <p>Problem-posing approach.</p> <p>Theme-based units for practical skills across series:</p> <table border="0"> <tr> <td>life stages</td> <td>legal rights</td> </tr> <tr> <td>making connections</td> <td>new country/community</td> </tr> <tr> <td>taking care of yourself</td> <td>lifelong learning</td> </tr> <tr> <td>personal finance</td> <td>celebrating success</td> </tr> <tr> <td>consumer awareness</td> <td></td> </tr> </table> <p>Variety of activities. Many colorful pictures.</p> <p>Workbooks have exercises and activities.</p>	life stages	legal rights	making connections	new country/community	taking care of yourself	lifelong learning	personal finance	celebrating success	consumer awareness		<p>Book and Workbook: Literacy 1 (low-beginning)</p> <p><i>2 and 3 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
life stages	legal rights											
making connections	new country/community											
taking care of yourself	lifelong learning											
personal finance	celebrating success											
consumer awareness												
<p>(Steck-Vaughn) Real-Life English: A Competency-Based ESL Program for Adults (1988-1994)</p>	<p>Integrates speaking, listening, reading and writing.</p> <p>Addresses most urgent communication needs.</p> <p>Prepares for everyday situations.</p> <p>Many pictures.</p> <p>10 units per book; topics carry over level to level:</p> <table border="0"> <tr> <td>personal communication</td> <td>shopping</td> </tr> <tr> <td>community</td> <td>home</td> </tr> <tr> <td>country</td> <td>health care</td> </tr> <tr> <td>daily living/environment</td> <td>employment</td> </tr> <tr> <td>food</td> <td>transportation/travel</td> </tr> </table>	personal communication	shopping	community	home	country	health care	daily living/environment	employment	food	transportation/travel	<p>1 (low-beginning) 2 (beginning)</p> <p><i>3 and 4 located on ESL Shelf 4 Intermediate Culture/Survival</i></p>
personal communication	shopping											
community	home											
country	health care											
daily living/environment	employment											
food	transportation/travel											

Item	Description	Components								
<p>Line by Line: Stories for Learners of English Beginning (1990)</p>	<p>Interactive reader that provides meaningful, relevant, and enjoyable reading practice.</p> <p>Offers clear, intensive focus on specific aspects of English grammar.</p> <p>Everyday life situations and key adult lifeskill competencies, such as food, employment, health, housing, shopping and transportation.</p> <p>Contains short reading selections and exercises.</p> <p>Many pictures.</p>									
<p>ExpressWays 2 (1996)</p>	<p>Integrates lifeskill topics, functions, and grammar in an imaginative highway theme.</p> <p>Real-life contexts and situations.</p> <p>Many colored pictures.</p> <p>Topics:</p> <table border="0" data-bbox="604 1076 1146 1187"> <tr> <td>friends/neighbors</td> <td>calling people/going places</td> </tr> <tr> <td>food</td> <td>rules/regulations</td> </tr> <tr> <td>personal finances</td> <td>school/family/friends</td> </tr> <tr> <td>at work</td> <td>communicating/good-bye</td> </tr> </table> <p>Beginning: most important vocabulary, grammar and functional expressions to communicate at a basic level in full range of situations and contexts.</p>	friends/neighbors	calling people/going places	food	rules/regulations	personal finances	school/family/friends	at work	communicating/good-bye	
friends/neighbors	calling people/going places									
food	rules/regulations									
personal finances	school/family/friends									
at work	communicating/good-bye									

Item	Description	Components												
<p>Take Charge!: A Student-Centered Approach to English Book 1 (1997)</p>	<p>Basic language needed to function in a variety of contexts.</p> <p>Allows for balance of 4 skills and promotes critical thinking skills.</p> <p>Primarily exercises. Some pictures.</p> <p>Contents:</p> <table border="0" data-bbox="604 678 1199 786"> <tr> <td>alphabet</td> <td>school</td> <td>food</td> </tr> <tr> <td>numbers</td> <td>time</td> <td>health</td> </tr> <tr> <td>introductions</td> <td>family</td> <td>work</td> </tr> <tr> <td>calendar</td> <td>home</td> <td>neighborhood</td> </tr> </table> <p>Low-beginning: little exposure to English; may not be literate in first language.</p>	alphabet	school	food	numbers	time	health	introductions	family	work	calendar	home	neighborhood	<p>Text Grammar workbook</p>
alphabet	school	food												
numbers	time	health												
introductions	family	work												
calendar	home	neighborhood												
<p>Exploring English 1 (1995)</p>	<p>Develops life skills. Encourages problem-solving and critical thinking. Provides listening comprehension activities.</p> <p>Each chapter contains defined topics, grammar and functions.</p> <p>Activities include:</p> <ul style="list-style-type: none"> vocabulary grammar conversation short reading passages <p>Ample practice opportunities. Fully illustrated with colored artwork.</p>													

Item	Description	Components
<p>Success: Communicating in English 1 (1994)</p>	<p>Conversations, grammar, vocabulary.</p> <p>Engaging color pictures.</p> <p>Practice book includes exercises with conversations, vocabulary expansion, grammar reinforcement, critical thinking, writing.</p>	<p>Text Bonus Practice Book Teacher Resource Book</p> <p><i>Basic Beginner Level located on ESL Shelf 2 Beginning Culture/Survival</i></p>
<p>Clear Grammar: Activities for Spoken and Written Communication (2001)</p>	<p>Basic grammatical concepts; speaking and writing practice in grammatical structures.</p> <p>Serves as grammar reference.</p> <p>Progressively more difficult grammar throughout levels.</p> <p>Lessons focus on 1 specific grammar point.</p> <p>Large number and variety of exercises in texts and workbooks.</p>	<p>Text and Workbook: 1 (beginning)</p> <p><i>2 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>3 and 4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
<p>Write Soon! A Beginning Text for ESL Writers (1990)</p>	<p>Starts with alphabet and progresses to writing creative paragraphs and essays on a variety of subjects.</p> <p>Text is fully illustrated and provides writing cues for writing descriptive paragraphs about scenes depicted.</p>	

Item	Description	Components
<p>The English Advantage Activity Book 2A Silver (1991)</p>	<p>How to use English naturally and purposefully.</p> <p>Uses innovative combination of authentic language, diverse vignettes and a variety of communicative activities.</p>	
<p>The Chicken Smells Good: A Beginning ESL Reader (1984)</p>	<p>Depicts people in real situations.</p> <p>Reinforces over 400 high-frequency words and idioms with exercises after each dialogue and story.</p> <p>Contents: 22 dialogues 16 mini stories</p> <p>Units (4-5 dialogues/stories each): love/marriage English/jobs food/work couples/housing aches/pains cars/money families/fighting women/decisions</p> <p>Advanced-beginning/low-intermediate.</p>	

Item	Description	Components		
<p>Passage to ESL Literacy Student Workbook (1981)</p>	<p>Part 1: Pre-literacy—personal information and visual discrimination (numbers, shapes, letters).</p> <p>Part 2: Literacy—sound symbol association, beginning reading/writing, consonant blends/digraphs, alphabet.</p> <p>Part 3: Reading and Writing—exercises.</p> <p>Part 4: Transition to Cursive Writing.</p>			
<p>A New Start: A Functional Course in Basic Spoken English and Survival Literacy (1982)</p>	<table border="0"> <tr> <td style="vertical-align: top;"> <p><u>1</u></p> <p>shapes letters names numbers money calendar personal information restroom signs requests directions colors/clothing emergency assist information quantities town</p> </td> <td style="vertical-align: top;"> <p><u>2</u></p> <p>letters people numbers time/dates forms vending machines ordering food travel routines appointments sign recognition medicine labels floor plans checks/bills family safety signs</p> </td> </tr> </table>	<p><u>1</u></p> <p>shapes letters names numbers money calendar personal information restroom signs requests directions colors/clothing emergency assist information quantities town</p>	<p><u>2</u></p> <p>letters people numbers time/dates forms vending machines ordering food travel routines appointments sign recognition medicine labels floor plans checks/bills family safety signs</p>	<p>Literacy Workbook 1 Literacy Workbook 2</p>
<p><u>1</u></p> <p>shapes letters names numbers money calendar personal information restroom signs requests directions colors/clothing emergency assist information quantities town</p>	<p><u>2</u></p> <p>letters people numbers time/dates forms vending machines ordering food travel routines appointments sign recognition medicine labels floor plans checks/bills family safety signs</p>			

Item	Description	Components										
<p>Success: Communicating in English Basic Beginner Level (1995)</p>	<p>Conversations, grammar, vocabulary.</p> <p>Topics include:</p> <table border="0"> <tr> <td>hello/good-bye</td> <td>kitchen</td> </tr> <tr> <td>train station</td> <td>community</td> </tr> <tr> <td>clothing store</td> <td>family reunion</td> </tr> <tr> <td>home</td> <td>phone</td> </tr> <tr> <td>office</td> <td></td> </tr> </table> <p>Engaging color pictures.</p> <p>Practice book includes exercises with conversations, vocabulary expansion, grammar reinforcement, critical thinking, writing.</p>	hello/good-bye	kitchen	train station	community	clothing store	family reunion	home	phone	office		<p>Text Bonus Practice Book</p> <p><i>Level 1 located on ESL Shelf 1 Beginning Grammar/ Vocabulary</i></p>
hello/good-bye	kitchen											
train station	community											
clothing store	family reunion											
home	phone											
office												
<p>Lifelines 2: Coping Skills in English (1982)</p>	<p>Teaches most basic coping/survival skills. Practices simplest language forms.</p> <p>20 units/10 topics:</p> <table border="0"> <tr> <td>hello/good-bye</td> <td>clothing</td> </tr> <tr> <td>personal information</td> <td>housing</td> </tr> <tr> <td>money/banking</td> <td>community resources</td> </tr> <tr> <td>transportation</td> <td>health</td> </tr> <tr> <td>food/restaurants</td> <td>telephone</td> </tr> </table> <p>Variety of exercises.</p>	hello/good-bye	clothing	personal information	housing	money/banking	community resources	transportation	health	food/restaurants	telephone	
hello/good-bye	clothing											
personal information	housing											
money/banking	community resources											
transportation	health											
food/restaurants	telephone											

Item	Description	Components																										
<p>Life Skills and Test Prep (2007)</p>	<p>Essential life skills competencies needed in all roles— at home, at work, in school, in community.</p> <p>Also includes listening and reading tests to assist with standardized tests, motivate to achieve benchmarks and persist in learning goals.</p> <p>58-60 life-skills lessons in 12 units:</p> <table border="0" style="width: 100%;"> <tr> <td style="text-align: center; width: 50%;"><u>1</u></td> <td style="text-align: center; width: 50%;"><u>2</u></td> </tr> <tr> <td>meeting people</td> <td>school</td> </tr> <tr> <td>personal info</td> <td>family</td> </tr> <tr> <td>school</td> <td>phone</td> </tr> <tr> <td>time/dates/weather</td> <td>community</td> </tr> <tr> <td>community</td> <td>food</td> </tr> <tr> <td>money/shopping</td> <td>money/shopping</td> </tr> <tr> <td>food</td> <td>measurements</td> </tr> <tr> <td>housing</td> <td>housing</td> </tr> <tr> <td>phone</td> <td>health</td> </tr> <tr> <td>health</td> <td>safety</td> </tr> <tr> <td>safety</td> <td>job x2</td> </tr> <tr> <td>employment</td> <td></td> </tr> </table> <p>Many pictures. Mostly exercises.</p>	<u>1</u>	<u>2</u>	meeting people	school	personal info	family	school	phone	time/dates/weather	community	community	food	money/shopping	money/shopping	food	measurements	housing	housing	phone	health	health	safety	safety	job x2	employment		<p>1 (low-beginning) 2 (high-beginning)</p> <p><i>Companion texts to Center Stage: Express Yourself in English (1 located on ESL Shelf 3 Intermediate Grammar/Vocabulary; 2 located on on ESL Shelf 3 Intermediate Grammar/Vocabulary; ESL Shelf 4 Intermediate Reading/Writing and ESL Shelf 5 Advanced Grammar/Vocabulary)</i></p>
<u>1</u>	<u>2</u>																											
meeting people	school																											
personal info	family																											
school	phone																											
time/dates/weather	community																											
community	food																											
money/shopping	money/shopping																											
food	measurements																											
housing	housing																											
phone	health																											
health	safety																											
safety	job x2																											
employment																												
<p>Restaurant Language: A Survival Vocabulary (1996)</p>																												

Item	Description	Components
Monkey Business: A Workbook of Idioms (1982)		
Home Safety Literacy Project	<p>Program kit.</p> <p>Fire safety and disaster preparedness education.</p> <p>Activity cards have pictures and small amount of text describing various preparedness activities.</p> <p>Readers A: 5 x 8; 20 pages color pictures text</p> <p>Readers B: 8½ x 11; 4 pages color cartoon story small amount of text</p>	<p>Teacher's Manual Community Leader's Guide Activity Cards (8½ x 11) DVD</p> <p>Readers A and B: 1: Get Out Alive: Have Smoke Alarms that Work 2: Rashan's Escape Plan 3: Are We Ready?</p>

Item	Description	Components
<p>Survival English: English Through Conversations Book 1 (1994)</p>	<p>Language and coping skills for everyday living.</p> <p>For learners who have some literacy, a small speaking vocabulary and knowledge of alphabet.</p> <p>Simple conversations. Basic grammar patterns. Many pictures.</p> <p>10 units: personal ID food transportation general clothing occupations family housing community health</p>	
<p>A Conversation Book: English in Everyday Life Book II (1986)</p>	<p>Exercises and activities.</p> <p>Intermediate.</p> <p>Topics: communicating in English transportation/travel family health care housing consumer information employment values clarification</p>	
<p>English as a Second Language Phase One: Let's Converse (1980)</p>	<p>Variety of activities and exercises.</p> <p>Topics: how are you? getting a job tomorrow ordering food buying school supplies at the bank in the city shopping at the doctor's office history</p>	

Item	Description	Components												
<p>Speaking of Values: Conversation and Listening (2004)</p>	<p>Stimulates conversations about cultural and personal beliefs.</p> <p>Topics:</p> <table border="0"> <tr> <td>good neighbors</td> <td>dress for success</td> </tr> <tr> <td>honesty</td> <td>medical questions</td> </tr> <tr> <td>love & marriage</td> <td>money</td> </tr> <tr> <td>the golden years</td> <td>sports</td> </tr> <tr> <td>borrowing & lending</td> <td>pets</td> </tr> <tr> <td>say the right thing</td> <td>the right gift</td> </tr> </table>	good neighbors	dress for success	honesty	medical questions	love & marriage	money	the golden years	sports	borrowing & lending	pets	say the right thing	the right gift	
good neighbors	dress for success													
honesty	medical questions													
love & marriage	money													
the golden years	sports													
borrowing & lending	pets													
say the right thing	the right gift													
<p>On Campus: Feeling at Home with English (1988)</p>	<p>Speaking fluency is based on development of listening skills (hearing “fluency”).</p> <p>Content matures gradually over 24 lessons with build-up of vocabulary and sentence complexity, leading to feeling “at home” with everyday conversation.</p> <p>Topics include:</p> <table border="0"> <tr> <td>introductions</td> <td>sports</td> </tr> <tr> <td>conversations</td> <td>food</td> </tr> <tr> <td>where to live/in town</td> <td>money</td> </tr> <tr> <td>foreign language study</td> <td>weather/climate</td> </tr> <tr> <td>asking for information</td> <td>phone</td> </tr> </table>	introductions	sports	conversations	food	where to live/in town	money	foreign language study	weather/climate	asking for information	phone			
introductions	sports													
conversations	food													
where to live/in town	money													
foreign language study	weather/climate													
asking for information	phone													

Item	Description	Components																				
<p>NorthStar: Focus on Listening and Speaking Advanced (1998)</p>	<p>Explores fascinating content while building language competence and critical thinking skills.</p> <p>Language skills developed systematically through communication exercises that are both focused and fun.</p> <p>For academic as well as personal language goals.</p> <p>Themes:</p> <table border="0"> <tr> <td>addiction</td> <td>religion</td> <td>water</td> </tr> <tr> <td>aging</td> <td>business</td> <td>arts</td> </tr> <tr> <td>personality</td> <td>military</td> <td></td> </tr> <tr> <td>crosscultural insights</td> <td>first amendment</td> <td></td> </tr> </table>	addiction	religion	water	aging	business	arts	personality	military		crosscultural insights	first amendment		<p>Text Teacher's Manual</p>								
addiction	religion	water																				
aging	business	arts																				
personality	military																					
crosscultural insights	first amendment																					
<p>Tapestry (1993-1995)</p>	<p>Topics—Get It? Got It!:</p> <table border="0"> <tr> <td>on the move</td> <td>culture shock</td> </tr> <tr> <td>classroom</td> <td>thought/communication</td> </tr> <tr> <td>this is who I am</td> <td>love/marriage/friendship</td> </tr> <tr> <td>health</td> <td>advertising/shopping</td> </tr> <tr> <td>news</td> <td>planethood</td> </tr> </table> <p>Topics—Sound Ideas:</p> <table border="0"> <tr> <td>small talk</td> <td>telephone technology</td> </tr> <tr> <td>humor</td> <td>academic dishonesty</td> </tr> <tr> <td>smells & behavior</td> <td>science & the citizen</td> </tr> <tr> <td>Cinderella in different cultures</td> <td></td> </tr> <tr> <td>medical question-Should MDs always tell the truth?</td> <td></td> </tr> </table>	on the move	culture shock	classroom	thought/communication	this is who I am	love/marriage/friendship	health	advertising/shopping	news	planethood	small talk	telephone technology	humor	academic dishonesty	smells & behavior	science & the citizen	Cinderella in different cultures		medical question-Should MDs always tell the truth?		<p>Get It? Got It!: Listening to Others/Speaking for Ourselves (low-intermediate)</p> <p>Sound Ideas: Advanced Listening and Speaking</p>
on the move	culture shock																					
classroom	thought/communication																					
this is who I am	love/marriage/friendship																					
health	advertising/shopping																					
news	planethood																					
small talk	telephone technology																					
humor	academic dishonesty																					
smells & behavior	science & the citizen																					
Cinderella in different cultures																						
medical question-Should MDs always tell the truth?																						
<p>Conversation in English: Points of Departure (1975)</p>	<p>50 scenes with everyday necessities.</p>																					

Item	Description	Components												
<p>Great Ideas: Listening and Speaking Activities for Students of American English (1984)</p>	<p>Fluency practice activities designed to improve listening and speaking abilities.</p> <p>Intermediate/advanced.</p> <p>Topics:</p> <table border="0"> <tr> <td>personal information</td> <td>entertainment/vacation</td> </tr> <tr> <td>strange phenomenon</td> <td>health</td> </tr> <tr> <td>shopping</td> <td>work</td> </tr> <tr> <td>weather/climate</td> <td>current events</td> </tr> <tr> <td>communication</td> <td>controversy</td> </tr> <tr> <td>past/future</td> <td>advertising</td> </tr> </table>	personal information	entertainment/vacation	strange phenomenon	health	shopping	work	weather/climate	current events	communication	controversy	past/future	advertising	
personal information	entertainment/vacation													
strange phenomenon	health													
shopping	work													
weather/climate	current events													
communication	controversy													
past/future	advertising													
<p>Intermediate Listening Comprehension: Understanding and Recalling Spoken English (1986)</p>	<p>Teaches to listen within various rhetorical contexts:</p> <table border="0"> <tr> <td>process</td> <td>chronology/narrative</td> </tr> <tr> <td>classification</td> <td>comparison/contrast</td> </tr> <tr> <td>definition</td> <td>cause and effect</td> </tr> </table> <p>Non-fiction topics of general interest.</p> <p>6 units (2-3 chapters each), one for each rhetorical pattern.</p>	process	chronology/narrative	classification	comparison/contrast	definition	cause and effect							
process	chronology/narrative													
classification	comparison/contrast													
definition	cause and effect													
<p>Partners 3 A&B: More Demanding Pair Work Practices (1982)</p>	<p>Description of situation; participants must base conversation on situation.</p> <p>Situations/conversations are matched for partner practice.</p>													

Item	Description	Components										
<p>Headlines: An Advanced Text for Reading, Speaking and Listening (1985)</p>	<p>Provides language tools for good communication and use of those skills in daily life.</p> <p>Each chapter includes: newspaper article simulated news broadcast with facts about US variety of exercises</p> <p>Advanced.</p>											
<p>Ready for Business (1990)</p>	<p>For pre-intermediate learner who needs to acquire a knowledge of basic business English.</p> <p>Emphasis on listening and speaking.</p> <p>Each unit focuses on performance in a different business situation.</p> <p>Topics:</p> <table border="0" data-bbox="604 987 1184 1122"> <tr> <td>meeting a visitor</td> <td>giving company tour</td> </tr> <tr> <td>company description</td> <td>exchange information</td> </tr> <tr> <td>job responsibilities</td> <td>describing a process</td> </tr> <tr> <td>telephone</td> <td>at dinner</td> </tr> <tr> <td>giving a presentation</td> <td></td> </tr> </table>	meeting a visitor	giving company tour	company description	exchange information	job responsibilities	describing a process	telephone	at dinner	giving a presentation		
meeting a visitor	giving company tour											
company description	exchange information											
job responsibilities	describing a process											
telephone	at dinner											
giving a presentation												
<p>Study Skills for Students of English as a Second Language (1970)</p>	<p>Variety of exercises.</p> <p>Study skills:</p> <table border="0" data-bbox="604 1247 1073 1354"> <tr> <td>dictionary use</td> <td>note taking</td> </tr> <tr> <td>vocabulary</td> <td>library use</td> </tr> <tr> <td>outlines</td> <td>test prep</td> </tr> <tr> <td>reading improvement</td> <td></td> </tr> </table>	dictionary use	note taking	vocabulary	library use	outlines	test prep	reading improvement				
dictionary use	note taking											
vocabulary	library use											
outlines	test prep											
reading improvement												

Item	Description	Components
<p>Beyond Language: Intercultural Communication for English as a Second Language (1982)</p>	<p>Encourages awareness of nuances of culture.</p> <p>Each chapter has: reading with comprehension/vocabulary exercises conversational intercultural activities</p> <p>Chapters: introductions educational attitudes verbal patterns work values nonverbal communication time and space patterns personal relationships cultural conflict family values cultural adjustment</p>	
<p>It's a Magical World: A Calvin and Hobbes Collection</p>	<p>Comics.</p>	
<p>(Barron's) Painless Speaking (2003)</p>	<p>Steps to learning how to read aloud and converse.</p> <p>How to prepare and present a speech.</p> <p>Written for middle and high school students.</p>	
<p>English as a Second Language: Tutoring Ideas for Working with a Foreign-Born Student (1988)</p>	<p>From Southeast Michigan Tutor Conference.</p> <p>Sample strategies.</p>	

Item	Description	Components
Pronunciation Pairs: An Introduction to the Sounds of English Teacher’s Manual (2008)	Features of connected speech. Mouth illustrations and directions for producing each sound. Humorous, daily-life dialogues. Role plays, games, discussions. High-beginning/intermediate.	
Talk Time Handbook: Conversation Sessions for Volunteer Facilitators and Limited English Speaking Participants (1995)	Reference manual for language practice activity. Sections: program development program management session development	

Item	Description	Components												
<p>Entry to English Literacy: A Real-Life Approach (1991)</p>	<p>Very beginning.</p> <p>Many pictures.</p> <p>Contents:</p> <table border="0"> <tr> <td><u>Book 1</u></td> <td><u>Book 2</u></td> </tr> <tr> <td>numbers</td> <td>consonants</td> </tr> <tr> <td>shapes</td> <td>short vowels</td> </tr> <tr> <td>letters</td> <td>digraphs</td> </tr> <tr> <td>punctuation</td> <td>days/months</td> </tr> <tr> <td>emergency vocabulary</td> <td>dates/time</td> </tr> </table>	<u>Book 1</u>	<u>Book 2</u>	numbers	consonants	shapes	short vowels	letters	digraphs	punctuation	days/months	emergency vocabulary	dates/time	<p>Book 1 Book 2</p>
<u>Book 1</u>	<u>Book 2</u>													
numbers	consonants													
shapes	short vowels													
letters	digraphs													
punctuation	days/months													
emergency vocabulary	dates/time													
<p>(Longman) ESL Literacy (1991)</p>	<p>Basic introduction to English for true beginner.</p> <p>Can be used for learners who: have little or no prior school experience, have difficulty with beginning ESL class, come from a primary language background that uses a non-Roman alphabet.</p> <p>Communication and literacy skills to function in real-life situations.</p> <p>Workbook with exercises.</p> <p>10 units:</p> <table border="0"> <tr> <td>alphabet</td> <td>calendar</td> <td>family</td> <td>health</td> </tr> <tr> <td>numbers</td> <td>money</td> <td>food</td> <td>work</td> </tr> <tr> <td>time</td> <td>school</td> <td></td> <td></td> </tr> </table>	alphabet	calendar	family	health	numbers	money	food	work	time	school			<p><i>Also located on ESL Shelf 1 Beginning Grammar/ Vocabulary (© 2006)</i></p>
alphabet	calendar	family	health											
numbers	money	food	work											
time	school													

Item	Description	Components
<p>Picture This: Learning English Through Pictures (2007)</p>	<p>Multiskills course for beginning study of English.</p> <p>Uses picture-based lessons.</p> <p>Each chapter is about 20 pages and contains cartoon story and many activities.</p>	<p>Level 1 Level 2</p> <p><i>Also located on ESL Shelf 1 Beginning Grammar/ Vocabulary (© 2006)</i></p>
<p>Store Words (1983)</p>	<p>Uses a very short story (description of store element) with many activities.</p>	
<p>Stories Plus: Readings and Activities for Language Skills (2000)</p>	<p>Supplement for beginning ESL program.</p> <p>Encourages reading fluency and builds basic language skills.</p> <p>Short, entertaining stories with some pictures.</p> <p>Exercises on reading comprehension, critical thinking and language skills.</p> <p>15 stories per book; 1-2 pages per story; large print.</p>	<p>4 books (low-beginning/high-beginning)</p>
<p>More True Stories: A Beginning Reader (1990)</p>	<p>Pleasurable reading experience which motivates toward reading fluency.</p> <p>22 units centered around human interest stories adapted from newspapers and magazines.</p> <p>Short readings with activities/exercises.</p> <p>High-beginning.</p>	

Item	Description	Components
<p>Shared Umbrella Series (1997)</p>	<p>Beginning readers. Each book a single story.</p> <p>Small amount of text per page; many pictures.</p> <p>Activities in <i>Guide for Tutors</i>.</p> <p>5x8 size. 20 pages.</p>	<p>Set One: Go to Work, Fred! Carmen's Day A Holiday for Mee Picture Dictionary and Guide for Tutors</p> <p><i>Also The Citizenship Class (from Set Two) located on ESL Shelf 5 Citizenship</i></p>
<p>Themes for Today: A Beginning Reading Skills Text (1996)</p>	<p>Pre-reading strategies and vocabulary-building skills to enhance reading comprehension.</p> <p>Beginning level with some exposure to English. Intended for academically-oriented ESL learners.</p> <p>High-interest academic topics.</p> <p>6 units (2 chapters each): animals researchers language/culture science/history exercise/fitness future technology today</p> <p>Includes exercises and activities.</p>	<p>Series (* for Today): Themes (beginning) Insights (high-beginning) Issues (intermediate) Concepts (high-intermediate) Topics (advanced)</p> <p><i>Issues for Today located on ESL Shelf 4 Intermediate Culture/Survival</i></p>

Item	Description	Components
<p>From Writing to Composing: An Introductory Composition Course for Students of English (1988)</p>	<p>Structured writing to free composing.</p> <p>Process approach. Variety of activities.</p> <p>Beginning/low-intermediate.</p> <p>Activities include: getting acquainted getting into a routine describing places describing people describing people's lives</p>	
<p>The Road to Healthy Living (1995)</p>	<p>Helps improve English skills while learning about health situations and problems.</p> <p>Variety of activities.</p> <p>Exercises focus on developing communicative competence.</p>	<p>Student Book Teacher's Manual</p>
<p>Greetings! Culture and Speaking Skills for Intermediate Students of English (1998)</p>	<p>Conversations revolve around special occasions in US and the greeting cards people send.</p>	
<p>Remembering (1988)</p>	<p>Oral histories told by adult students in basic reading classes.</p> <p>Very short readings and many exercises.</p>	<p>Book 1 Teacher's Guide</p>

Item	Description	Components
Whole Language Strategies for ESL Students (1991)	Reference. Descriptions of learning strategies.	

Series	Description	Components
<p>Laubach Way to English Workbook (1991)</p> <p>ESL Shelf 4</p>	<p>Structured phonics-based approach.</p> <p>For no, or low, literacy skills in native language and basic English skills needs.</p> <p>Workbooks reinforce skill book lessons.</p> <p>Illustration books show meanings of new words and structures introduced in skill book lessons.</p> <p><i>(See additional description under Literacy—Workbook Series—Laubach Way to Reading—Notebook Section 1)</i></p>	<p>Workbooks (series of 4)</p> <p>Illustrations (series of 3)</p> <p><i>(Skill Books (series of 4) located on Literacy Shelf 5 Laubach)</i></p>
<p>In the Know: The Informational Reading Series (1987)</p> <p>ESL Shelves 1, 4</p>	<p>Supplemental reading program for practice reading fluently and with comprehension.</p> <p>Informational articles on topics of interest to adults.</p> <p>Pre-reading discussions and post-reading activities.</p> <p>Good resource for those with reading disabilities.</p>	<p>Student books (series of 4):</p> <ul style="list-style-type: none"> 1: for non-readers or beginning readers 2: for limited reading vocabulary; use of basic decoding skills 3/4: expanded activities, comprehension <p><i>Book 1 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p> <p><i>Books 3 and 4 located on ESL Shelf 4 Intermediate Reading/Writing</i></p>

Series	Description	Components
<p>LifePrints: ESL for Adults (2002)</p> <p><i>ESL Shelf 3</i></p>	<p>Practical ESL instruction combines realistic life experiences with language skills and cultural understanding.</p> <p>Helps with English language skills needed to participate effectively at work and in the community.</p> <p>Designed to enable those with limited oral and/or written competence in English to handle most everyday situations.</p> <p>Lower levels focus on language skills needed to communicate and be understood.</p> <p>Higher levels focus on communicating with accurate and correct language usage.</p> <p>Lessons in context of everyday situations.</p> <p>Many illustrations.</p> <p>Wide variety of activities.</p>	<p>Student Books (series of 4) Workbooks (series of 4) Teacher’s Resource Files (1, 2, 3)</p> <p>Levels: Literacy 1 (low-beginning) 2 (high-beginning) 3 (low-intermediate)</p> <p><i>An 8-page chart shows scope and sequence by book (located at the end of this Notebook Section 6)</i></p>
<p>LifeStories (2003)</p> <p><i>ESL Shelf 3</i></p>	<p>Short stories that correlate with <i>LifePrints</i> (see above) characters.</p> <p>For additional reading practice.</p> <p>5x8 size.</p> <p>Stories are 1 to 2 pages each.</p>	<p>1 (low-beginning) 2 (high-beginning) 3 (low-intermediate)</p>

Series	Description	Components										
<p>(Steck-Vaughn) Real-Life English: A Competency-Based ESL Program for Adults (1988-1994)</p> <p><i>ESL Shelves 1, 4</i></p>	<p>Integrates speaking, listening, reading and writing.</p> <p>Addresses most urgent communication needs.</p> <p>Prepares for everyday situations.</p> <p>Many pictures.</p> <p>10 units per book; topics carry over level to level:</p> <table border="0" data-bbox="604 678 1167 813"> <tr> <td>personal communication</td> <td>shopping</td> </tr> <tr> <td>community</td> <td>home</td> </tr> <tr> <td>country</td> <td>health care</td> </tr> <tr> <td>daily living/environment</td> <td>employment</td> </tr> <tr> <td>food</td> <td>transportation/travel</td> </tr> </table>	personal communication	shopping	community	home	country	health care	daily living/environment	employment	food	transportation/travel	<p>Series of 5: Literacy 1 (low-beginning) 2 (beginning) 3 (low-intermediate) 4 (intermediate)</p> <p><i>1 and 2 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p> <p><i>3 and 4 located on ESL Shelf 4 Intermediate Culture/Survival</i></p>
personal communication	shopping											
community	home											
country	health care											
daily living/environment	employment											
food	transportation/travel											
<p>CultureGrams (2008 and 2010)</p> <p><i>ESL Shelf 3</i></p>	<p>Reference information by individual country. Also includes regional information.</p> <p>Country reports about 4 pages each. Contain:</p> <ul style="list-style-type: none"> background people customs/courtesies lifestyle society 	<p>World Editions (binders): (Countries) A-L (2010) (Countries) M-Z (2008)</p> <p>2008 Editions: The Americas Europe Asia and Oceania Africa</p>										

Series	Description	Components
<p>English No Problem! (2004)</p> <p><i>ESL Shelves 1, 3, 5</i></p>	<p>Helps build language and life skills, develop critical thinking skills and increase cultural awareness.</p> <p>Problem-posing approach.</p> <p>Theme-based units for practical skills across series: life stages making connections taking care of yourself personal finance consumer awareness protecting your legal rights participating in new country/community lifelong learning celebrating success</p> <p>Variety of activities.</p> <p>Many colorful pictures.</p> <p>Workbooks have exercises and activities.</p>	<p>Books (series of 5) Workbooks (series of 5)</p> <p>Levels: Literacy 1 (low-beginning) 2 (high-beginning) 3 (low-intermediate) 4 (high-intermediate)</p> <p><i>Literacy and 1 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p> <p><i>2 and 3 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>

Series	Description	Components
<p>Clear Grammar: Activities for Spoken and Written Communication (2001-2003)</p> <p><i>ESL Shelves 1, 3, 5</i></p>	<p>Basic grammatical concepts; speaking and writing practice in grammatical structures.</p> <p>Serves as grammar reference.</p> <p>Progressively more difficult grammar throughout levels.</p> <p>Lessons focus on 1 specific grammar point.</p> <p>Large number and variety of exercises in texts and workbooks.</p>	<p>Texts (series of 4) Workbooks (series of 4)</p> <p>1 (beginning) 2 (high-beginning) 3 (low-intermediate) 4 (intermediate/low-advanced)</p> <p><i>1 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p> <p><i>2 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>3 and 4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
<p>100 Clear Grammar Tests: Reproducible Grammar Tests for Beginning to Intermediate ESL/EFL Classes (2000)</p>	<p>Tests comprehension of most essential beginning and intermediate ESL grammar points.</p> <p>Tests are arranged by topic in sequence that matches <i>Clear Grammar</i> series (see above).</p>	<p><i>Located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p>

Series	Description	Components
<p>Center Stage: Express Yourself in English (2007)</p> <p>ESL Shelves 3, 4, 5</p>	<p>Everyday work and life situations.</p> <p>Key grammar points and communicative skills.</p> <p>2-page lessons include: vocabulary/listening grammar to communicate reading/writing</p> <p>Mostly exercises.</p> <p>Many colored pictures.</p> <p><i>For topics, see individual listings.</i></p>	<p>Series of 4: 1 (beginning) 2 (high-beginning) 3 (high-intermediate) 4 (high-intermediate)</p> <p><i>1 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>2 located on ESL Shelf 3 Intermediate Grammar/Vocabulary; ESL Shelf 4 Intermediate Reading/Writing; ESL Shelf 5 Advanced Grammar/Vocabulary</i></p> <p><i>4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p> <p><i>Life Skills and Test Prep 1 and 2 are companion texts to 1 and 2 (located on ESL Shelf 2 Beginning Culture/Survival)</i></p>

Series	Description	Components
<p>English in Action (2003)</p> <p><i>ESL Shelves 3, 5</i></p>	<p>Engaging activities and exercises.</p> <p>Very interactive.</p> <p>Many colored pics.</p> <p><i>For topics, see individual listings.</i></p>	<p>Series of 4:</p> <ul style="list-style-type: none"> 1 (low-beginning/beginning) 2 (high-beginning) 3 (low-intermediate/intermediate) 4 (high-intermediate) <p><i>2 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
<p>Grammar Dimensions: Form, Meaning, Use (1997)</p> <p><i>ESL Shelves 3, 5</i></p>	<p>Contextualized grammar explanations focused on:</p> <ul style="list-style-type: none"> form (accuracy) meaning (meaningfulness) use (appropriateness) <p>Comprehensive grammar explanations.</p> <p>Extensive practice exercises.</p> <p>Communicative activities integrate grammar with reading, writing, speaking, listening opportunities.</p>	<p>4 levels:</p> <ul style="list-style-type: none"> 1 (beginning/high-beginning) 2 (intermediate) 3 (intermediate/high-intermediate) 4 (advanced) <p><i>1 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>3b, 4a, 4b located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>

Series	Description	Components
<p>Power English: Basic Language Skills for Adults: Writing Skills (1989-1990)</p> <p><i>ESL Shelves 3, 6</i></p>	<p>Develops skills in usage, sentence structure, mechanics and composition.</p> <p>Special focus on writing skills.</p> <p>Contents include: grammar and usage sentence structure letter writing punctuation spelling</p> <p>Brief descriptions of grammar points/rules and exercises.</p>	<p>Series of 10</p> <p><i>3, 4, 5, 6 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>7 located on ESL Shelf 6 Advanced Reading/Writing</i></p>

Item	Description	Components						
(Longman) Photo Dictionary Intermediate Workbook (1989)	Includes all basic needs. Exercises are practical, real-life.	Accompanies <i>Longman Photo Dictionary</i>						
The New Oxford Picture Dictionary Intermediate Workbook (1988)	Practice and reinforcement of vocabulary presented in dictionary. Activities for both written and oral practice. Low-/high-intermediate.	Accompanies <i>The New Oxford Picture Dictionary</i>						
(Longman) Dictionary of American English Workbook (1992)	Shows how to get most out of dictionary. Exercises/activities to develop basic reference skills. Topics: <table border="0" data-bbox="604 889 1087 987"> <tr> <td>finding words</td> <td>meaning/usage</td> </tr> <tr> <td>pronunciation</td> <td>grammar</td> </tr> <tr> <td>spelling</td> <td>building vocabulary</td> </tr> </table>	finding words	meaning/usage	pronunciation	grammar	spelling	building vocabulary	Accompanies <i>Longman Dictionary of American English</i>
finding words	meaning/usage							
pronunciation	grammar							
spelling	building vocabulary							

Item	Description	Components										
<p>English No Problem! (2004)</p>	<p>Helps build language and life skills, develop critical thinking skills and increase cultural awareness.</p> <p>Problem-posing approach.</p> <p>Theme-based units for practical skills across series:</p> <table border="0" data-bbox="604 581 1207 722"> <tr> <td>life stages</td> <td>legal rights</td> </tr> <tr> <td>making connections</td> <td>new country/community</td> </tr> <tr> <td>taking care of yourself</td> <td>lifelong learning</td> </tr> <tr> <td>personal finance</td> <td>celebrating success</td> </tr> <tr> <td>consumer awareness</td> <td></td> </tr> </table> <p>Variety of activities. Many colorful pictures.</p> <p>Workbooks have exercises and activities.</p>	life stages	legal rights	making connections	new country/community	taking care of yourself	lifelong learning	personal finance	celebrating success	consumer awareness		<p>Book and Workbook: 2 (high-beginning) 3 (low-intermediate)</p> <p>Reproducible Vocabulary Cards for Book 2</p> <p><i>Literacy and 1 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p> <p><i>4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
life stages	legal rights											
making connections	new country/community											
taking care of yourself	lifelong learning											
personal finance	celebrating success											
consumer awareness												
<p>English in Action 2 (2003)</p>	<p>Engaging activities and exercises.</p> <p>Very interactive.</p> <p>Many colored pics.</p> <p>High-beginning.</p> <p>Topics:</p> <table border="0" data-bbox="604 1149 1171 1291"> <tr> <td>introductions/personal info</td> <td>typical day</td> </tr> <tr> <td>people</td> <td>work</td> </tr> <tr> <td>school/college</td> <td>food/shopping</td> </tr> <tr> <td>family</td> <td>life events</td> </tr> <tr> <td>home/neighborhood</td> <td>weekends/vacations</td> </tr> </table>	introductions/personal info	typical day	people	work	school/college	food/shopping	family	life events	home/neighborhood	weekends/vacations	<p><i>4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
introductions/personal info	typical day											
people	work											
school/college	food/shopping											
family	life events											
home/neighborhood	weekends/vacations											

Item	Description	Components
<p>Center Stage: Express Yourself in English (2007)</p>	<p>Everyday work and life situations.</p> <p>Key grammar points and communicative skills.</p> <p>2-page lessons include: vocabulary/listening grammar to communicate reading/writing</p> <p>Mostly exercises. Many colored pictures.</p> <p>Topics 1: it's nice to meet you are you from Mexico? who's he? what's your phone number? open your books it's Monday morning these jeans are on sale there's a sunny kitchen</p> <p>Topics 2: people/families jobs/work/routines places/home food/drink exercise/health shopping/transportation</p> <p>I want a turkey sandwich do you have a fever? I always do dishes it's next to the bank I'm talking on the phone are you walking to school? my boyfriend can't sing we were at home</p> <p>holidays feeling/opinions life stages do's/don'ts possessions fact/fiction</p>	<p>1 (beginning) 2 (high-beginning)</p> <p><i>2 also located on ESL Shelf 4 Intermediate Reading/Writing, ESL Shelf 5 Advanced Grammar/Vocabulary</i></p> <p><i>4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p> <p><i>Life Skills and Test Prep 1 and 2 are companion texts to 1 and 2 (located on ESL Shelf 2 Beginning Culture/Survival)</i></p>

Item	Description	Components
<p>Clear Grammar: Activities for Spoken and Written Communication (2001-2003)</p>	<p>Basic grammatical concepts; speaking and writing practice in grammatical structures.</p> <p>Serves as grammar reference.</p> <p>Progressively more difficult grammar throughout levels.</p> <p>Lessons focus on 1 specific grammar point.</p> <p>Large number and variety of exercises in texts and workbooks.</p>	<p>Text and Workbook: 2 (high-beginning)</p> <p><i>1 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p> <p><i>3 and 4 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
<p>100 Clear Grammar Tests: Reproducible Grammar Tests for Beginning to Intermediate ESL/EFL Classes (2000)</p>	<p>Tests comprehension of most essential beginning and intermediate ESL grammar points.</p> <p>Tests are arranged by topic in sequence that matches <i>Clear Grammar</i> series (see above and under <i>ESL Grammar/Vocabulary Series in this Notebook Section 10</i>).</p>	

Item	Description	Components
<p>Grammar Dimensions: Form, Meaning, Use Book 1 (1997)</p>	<p>Contextualized grammar explanations focused on: form (accuracy) meaning (meaningfulness) use (appropriateness)</p> <p>Comprehensive grammar explanations.</p> <p>Extensive practice exercises.</p> <p>Communicative activities integrate grammar with reading, writing, speaking, listening opportunities.</p> <p>Beginning/high-beginning.</p>	<p><i>3b and 4b located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
<p>Power English: Basic Language Skills for Adults: Writing Skills (1989-1990)</p>	<p>Develops skills in usage, sentence structure, mechanics and composition.</p> <p>Special focus on writing skills.</p> <p>Contents include: grammar and usage sentence structure letter writing punctuation spelling</p> <p>Brief descriptions of grammar points/rules and exercises.</p>	<p>3 4 5 6</p> <p><i>7 located on ESL Shelf 6 Advanced Reading/Writing</i></p>

Item	Description	Components														
<p>Grammar Links 3: A Theme-Based Course for Reference and Practice (2000)</p>	<p>Combines focus on form with communicative approach.</p> <p>Links grammar to real world.</p> <p>Units have well-defined area of grammar and an overall theme (high interest topics).</p> <p>Units:</p> <table border="0"> <tr> <td><u>grammar</u></td> <td><u>theme</u></td> </tr> <tr> <td>gerunds/infinitives</td> <td>entertainment</td> </tr> <tr> <td>modals</td> <td>courtship/marriage</td> </tr> <tr> <td>passives</td> <td>sports</td> </tr> <tr> <td>conditionals</td> <td>natural disasters</td> </tr> <tr> <td>noun clauses</td> <td>popular fiction</td> </tr> <tr> <td>adverbs</td> <td>consumer behavior</td> </tr> </table> <p>Mostly exercises and activities—both grammar- and content-driven.</p> <p>High-intermediate/advanced.</p>	<u>grammar</u>	<u>theme</u>	gerunds/infinitives	entertainment	modals	courtship/marriage	passives	sports	conditionals	natural disasters	noun clauses	popular fiction	adverbs	consumer behavior	
<u>grammar</u>	<u>theme</u>															
gerunds/infinitives	entertainment															
modals	courtship/marriage															
passives	sports															
conditionals	natural disasters															
noun clauses	popular fiction															
adverbs	consumer behavior															
<p>Side by Side Activity Workbook 2 (2001)</p>	<p>Grammar activities and exercises.</p> <p>Fun, easy-to-use format.</p> <p>Many pictures.</p>															

Item	Description	Components
<p>On Your Way: Building Basic Skills in English Student's Book 3 (1988)</p>	<p>Integrates grammar, functions and life skills.</p> <p>Presents natural language in context.</p> <p>Practical skills to get along in English.</p> <p>Develops: basic competencies in life skills listening comprehension skills with practical tasks reading skills writing skills</p> <p>Beginning/intermediate.</p>	
<p>Adult English Two (1978)</p>	<p>Language practice in meaningful context.</p> <p>Real-world experiences.</p> <p>Each unit introduces limited number of items.</p> <p>Photos to talk about. Reading passages. Variety of practical exercises.</p>	<p><i>Book Three located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>
<p>Intensive English for Communication Book 1 (1979)</p>	<p>Emphasizes conversational American English in situational contexts.</p> <p>Explicit grammar explanations.</p> <p>Review of structures/vocabulary.</p> <p>Beginning.</p>	<p><i>Book 2 located on ESL Shelf 5 Advanced Grammar/Vocabulary</i></p>

Item	Description	Components
Capitalization and Punctuation Primary (1997)	Rules and exercises.	Primary (grades 2-4) Intermediate (grades 5-9) <i>Intermediate located on ESL Shelf 4 Intermediate Reading/Writing</i> <i>Primary and Intermediate located on Literacy Shelf 3 Grammar</i>
Grammar and Composition for Everyday English 2 (1987)	16 lessons, some grammar, some writing.	
Words for Students of English: A Vocabulary Series for ESL Volume 2 (1988)	Each unit is 1 topic so practice is in meaningful context. 25 units: education (2) clothing environment work (2) transportation media housing (2) government nature food banking buying/selling family farming vacation health sports science crime weather/geography military recreation/entertainment High-beginning.	
Wordcraft (1969)	Multi-media approach to rapid vocabulary building.	1 3

Item	Description	Components										
<p>(Steck-Vaughn) Real-Life English: A Competency-Based ESL Program for Adults (1994)</p>	<p>Integrates speaking, listening, reading and writing.</p> <p>Addresses most urgent communication needs.</p> <p>Prepares for everyday situations.</p> <p>Many pictures.</p> <p>10 units per book; topics carry over level to level:</p> <table border="0" data-bbox="604 678 1167 813"> <tr> <td>personal communication</td> <td>shopping</td> </tr> <tr> <td>community</td> <td>home</td> </tr> <tr> <td>country</td> <td>health care</td> </tr> <tr> <td>daily living/environment</td> <td>employment</td> </tr> <tr> <td>food</td> <td>transportation/travel</td> </tr> </table>	personal communication	shopping	community	home	country	health care	daily living/environment	employment	food	transportation/travel	<p>3 (low-intermediate) 4 (intermediate)</p> <p><i>1 and 2 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p>
personal communication	shopping											
community	home											
country	health care											
daily living/environment	employment											
food	transportation/travel											
<p>Culturally Speaking: A Conversation and Culture Text for Learners of English (1986)</p>	<p>Focuses on importance that cultural elements play in communication.</p> <p>Develops conversation fluency in a variety of situations.</p> <p>Tools to communicate effectively.</p> <p>Topics include:</p> <table border="0" data-bbox="604 1122 999 1256"> <tr> <td>people</td> <td>social events</td> </tr> <tr> <td>school</td> <td>shopping</td> </tr> <tr> <td>friendships</td> <td>phone</td> </tr> <tr> <td>dating</td> <td>doctor</td> </tr> <tr> <td>common interests</td> <td></td> </tr> </table> <p>Intermediate/advanced.</p>	people	social events	school	shopping	friendships	phone	dating	doctor	common interests		
people	social events											
school	shopping											
friendships	phone											
dating	doctor											
common interests												

Item	Description	Components		
<p>(Contemporary’s) Put English to Work: Interaction and Competencies for Job Success (1996-1997)</p>	<p>Interactive workplace literacy program for ESL.</p> <p>Mostly text; few pictures. Exercises. 1-page picture dictionary at back of each book.</p> <table border="0" style="width: 100%;"> <tr> <td style="text-align: center; vertical-align: top;"> <p><u>3</u></p> <p>want ads job search work history/resume interviews/applications paychecks rules/instructions teamwork conflicts meetings safety</p> </td> <td style="text-align: center; vertical-align: top;"> <p><u>4</u></p> <p>job skills employment possibilities social security paychecks/benefits job descriptions/duties safety equipment emergencies health plans</p> </td> </tr> </table>	<p><u>3</u></p> <p>want ads job search work history/resume interviews/applications paychecks rules/instructions teamwork conflicts meetings safety</p>	<p><u>4</u></p> <p>job skills employment possibilities social security paychecks/benefits job descriptions/duties safety equipment emergencies health plans</p>	<p>Level 3 (low-intermediate) Level 4 (high-intermediate)</p>
<p><u>3</u></p> <p>want ads job search work history/resume interviews/applications paychecks rules/instructions teamwork conflicts meetings safety</p>	<p><u>4</u></p> <p>job skills employment possibilities social security paychecks/benefits job descriptions/duties safety equipment emergencies health plans</p>			
<p>On-the-Job English (ESL for Job Success) (2000)</p>	<p>Functional language skills and effective communication strategies to succeed in workplace.</p> <p>Theme-based, integrated skills approach.</p> <p>4 units: communicating about a job (instructions/results) safety procedures/rules working with others company communications</p> <p>High-beginning/intermediate.</p>	<p><i>Another of series</i> ESL for Job Success—Key Vocabulary for a Safe Workplace <i>located on ESL Shelf 6 Advanced Reading/Writing</i></p>		

Item	Description	Components
Word Cards		hospital hotel/motel restaurant
Language Development Through Content: Our People and Their Stories (1987)	<p>Language-controlled content area reader.</p> <p>Focuses on American immigration and development of thinking skills.</p> <p>Provides background in American history presented through biographies of immigrants.</p> <p>Reading passages with grammatical exercises.</p> <p>Intermediate.</p> <p>Contents: Immigration Native Americans Hispanics in America The Chinese in America</p>	<p><i>Also located on ESL Shelf 5 Advanced Grammar/ Vocabulary</i></p>
Face the Issues: Intermediate Listening and Critical Thinking Skills (1990)	<p>Listening comprehension and discussion.</p> <p>12 units based on authentic NPR radio broadcasts.</p> <p>Many exercises.</p>	

Item	Description	Components
<p>Issues for Today: An Effective Reading Skills Text (1990)</p>	<p>Introduces ESL vocabulary and concepts useful in everyday lives.</p> <p>4 units (3 chapters each): trends in living issues in society individuals and crime science and technology</p> <p>Includes note-taking outlines, exercises and activities to reinforce comprehension and develop critical thinking skills.</p>	<p>Series (* for Today): Themes (beginning) Insights (high-beginning) Issues (intermediate) Concepts (high-intermediate) Topics (advanced)</p> <p>Themes for Today <i>located on ESL Shelf 2 Beginning Reading/Writing</i></p>
<p>Tune In Tonight: Listening to the News (1985)</p>	<p>Authentic news broadcasts.</p> <p>Listening comprehension.</p> <p>Exercises.</p> <p>High-intermediate/advanced.</p>	<p><i>Also located on ESL Shelf 4 Intermediate Reading/Writing</i></p>
<p>Open Sesame: Understanding American English and Culture Through Folktales and Stories (1997)</p>		<p><i>Also located on ESL Shelf 4 Intermediate Reading/Writing</i></p>
<p>Looking at American Holidays: A Pictorial Introduction to American Language and Culture (1986)</p>		

Item	Description	Components												
<p>In the Know: The Informational Reading Series (1987)</p>	<p>Supplemental reading program for practice reading fluently and with comprehension.</p> <p>Informational articles on topics of interest to adults.</p> <p>Pre-reading discussions and post-reading activities.</p> <p>Good resource for those with reading disabilities.</p> <p>Books 3 and 4 have expanded activities and comprehension focus.</p>	<p>Book 3 Book 4</p> <p><i>Book 1 located on ESL Shelf 1 Beginning Grammar/ Vocabulary</i></p>												
<p>Center Stage: Express Yourself in English 2 (2007)</p>	<p>Everyday work and life situations.</p> <p>Key grammar points and communicative skills.</p> <p>2-page lessons include: vocabulary/listening grammar to communicate reading/writing</p> <p>Mostly exercises. Many colored pictures.</p> <p>High-beginning.</p> <p>Topics: <table border="0" style="display: inline-table; vertical-align: top;"> <tr> <td style="padding-right: 20px;">people/families</td> <td>holidays</td> </tr> <tr> <td>jobs/work/routines</td> <td>feeling/opinions</td> </tr> <tr> <td>places/home</td> <td>life stages</td> </tr> <tr> <td>food/drink</td> <td>do's/don'ts</td> </tr> <tr> <td>exercise/health</td> <td>possessions</td> </tr> <tr> <td>shopping/transportation</td> <td>fact/fiction</td> </tr> </table> </p>	people/families	holidays	jobs/work/routines	feeling/opinions	places/home	life stages	food/drink	do's/don'ts	exercise/health	possessions	shopping/transportation	fact/fiction	<p><i>2 also located on ESL Shelf 3 Intermediate Grammar/ Vocabulary, ESL Shelf 5 Advanced Grammar/ Vocabulary</i></p> <p><i>1 located on ESL Shelf 3 Intermediate Grammar/ Vocabulary</i></p> <p><i>4 located on ESL Shelf 5 Advanced Grammar/ Vocabulary</i></p> <p><i>Life Skills and Test Prep 2 is companion text (located on ESL Shelf 2 Beginning Culture/Survival)</i></p>
people/families	holidays													
jobs/work/routines	feeling/opinions													
places/home	life stages													
food/drink	do's/don'ts													
exercise/health	possessions													
shopping/transportation	fact/fiction													

Item	Description	Components						
Explorations (1988)	<p>Emphasis on developing reading skills; interactive approach.</p> <p>Combines reading skills exercises with guided conversation activities.</p> <p>Variety of topics.</p> <p>High-beginning.</p>							
Authentic Reading (1982)	<p>Active reading.</p> <p>Exercises in general reading strategies.</p> <p>High-intermediate.</p> <p>Topic areas:</p> <table border="0" data-bbox="604 922 978 1003"> <tr> <td>instructions</td> <td>narrative</td> </tr> <tr> <td>descriptions</td> <td>persuasion</td> </tr> <tr> <td>processes</td> <td>categories</td> </tr> </table>	instructions	narrative	descriptions	persuasion	processes	categories	
instructions	narrative							
descriptions	persuasion							
processes	categories							
Great American Stories 1 (1985)	<p>Adaptation of famous stories (7) by classic American authors.</p> <p>Exercises include reading skills, vocabulary, grammar, writing.</p> <p>Beginning-intermediate/intermediate.</p>							

Item	Description	Components
<p>Developing Reading Skills (1994)</p>	<p>Interactive, process approach.</p> <p>Thematically grouped readings on a variety of topics.</p> <p>Beginning themes: names/naming customs cities education sports superstitions</p> <p>Intermediate 1 themes: the rights of children the changing family education around the world how to give a speech the fascinating world of the honeybee</p>	<p>Beginning Intermediate 1</p>
<p>Reading for a Reason (1989)</p>	<p>In depth, college-level scientific/technological topics designed for close reading, vocabulary acquisition and analysis of relationships.</p> <p>Begins at intermediate level and grows in complexity throughout the book.</p> <p>Each unit has in-depth reading on one topic. Readings are less than 1 page up to 4 pages.</p> <p>Many exercises.</p>	

Item	Description	Components																
<p>Meaning Into Words Intermediate Workbook (1983)</p>	<p>Covers functional, notional, grammatical areas.</p> <p>Relationship between structures and meaning.</p> <p>How to use structures in communicative context.</p> <p>Topics include:</p> <table border="0" data-bbox="604 613 1092 836"> <tr> <td>places/location</td> <td>likes/dislikes</td> </tr> <tr> <td>direction</td> <td>advice</td> </tr> <tr> <td>setting a scene</td> <td>obligation</td> </tr> <tr> <td>jobs/routine</td> <td>prediction</td> </tr> <tr> <td>events/actions/activities</td> <td>criticizing</td> </tr> <tr> <td>similarities/differences</td> <td>comparison</td> </tr> <tr> <td>requests/offers</td> <td>explanations</td> </tr> <tr> <td>decisions/intentions</td> <td>past/present</td> </tr> </table> <p>24 units. All exercises. Some pictures.</p>	places/location	likes/dislikes	direction	advice	setting a scene	obligation	jobs/routine	prediction	events/actions/activities	criticizing	similarities/differences	comparison	requests/offers	explanations	decisions/intentions	past/present	
places/location	likes/dislikes																	
direction	advice																	
setting a scene	obligation																	
jobs/routine	prediction																	
events/actions/activities	criticizing																	
similarities/differences	comparison																	
requests/offers	explanations																	
decisions/intentions	past/present																	
<p>Listening Tasks: For Intermediate Students of American English (1984)</p>	<p>Everyday situations.</p> <p>Low-intermediate/intermediate.</p>																	
<p>Tune in Tonight: Listening to the News (1985)</p>	<p>Authentic news broadcasts.</p> <p>Listening comprehension.</p> <p>Exercises.</p> <p>High-intermediate/advanced.</p>	<p><i>Also located on ESL Shelf 4 Intermediate Culture/ Survival</i></p>																

Item	Description	Components								
<p>Speaking of Language: Using the Newspaper in ESL Studies (1994)</p>	<p>Daily newspaper used as textbook.</p> <p>Activity pages with a variety of exercises.</p> <p>Focus areas (units):</p> <table data-bbox="604 553 1073 662"> <tr> <td>speaking</td> <td>vocabulary</td> </tr> <tr> <td>structure</td> <td>writing</td> </tr> <tr> <td>listening comprehension</td> <td>culture</td> </tr> <tr> <td>reading</td> <td></td> </tr> </table>	speaking	vocabulary	structure	writing	listening comprehension	culture	reading		
speaking	vocabulary									
structure	writing									
listening comprehension	culture									
reading										
<p>First Steps in Academic Writing (2008)</p>	<p>Essential tools to master basic academic writing.</p> <p>Basic composition skills.</p> <p>Step-by-step approach to paragraph and essay forms.</p> <p>Extensive models and practice.</p> <p>High-beginning/low-intermediate.</p>									
<p>Writing by Choice: Intermediate Composition for Students of ESL (1987)</p>	<p>Strategies and structure for communication in written English.</p> <p>Develops effective strategies for composing in a process of discovery and choice.</p>									
<p>Pen to Paper Elementary (1983)</p>	<p>Develop writing skills and order thoughts.</p> <p>Write English in clear, concise but simple way.</p>									

Item	Description	Components
From Process to Product (1986)	Guides through entire writing process. Beginning/intermediate.	
Write Away 3: A Course for Writing English (1990)	Contextualized grammar in paragraphs. Starts with receptive tasks (accessing vocabulary and reading) and leads to production tasks (writing). Variety of exercises in rewriting and sentence combining.	
Lessons in Writing Sentences Book Two (1997)	Variety of exercises.	<i>Also located on Literacy Shelf 2 Composition</i>
Capitalization and Punctuation Intermediate (1997)	Rules and exercises.	Primary (grades 2-4) Intermediate (grades 5-9) <i>Primary located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i> <i>Primary and Intermediate located on Literacy Shelf 3 Grammar</i>
Punctuation Plain and Simple (1997)	Rules and exercises.	

Item	Description	Components
Put It In Writing (1980)	<p>6 types of writing activities: dialogue model compositions semicontrolled read and write story completion photographs</p> <p>Intermediate/advanced.</p>	
Basic Composition for ESL (1986)	<p>For use after gaining rudimentary competence in sentence-level writing.</p> <p>For university-bound or professionals.</p> <p>Can also be used by others to improve basic writing skills.</p> <p>Advanced-beginning/intermediate.</p>	
Intermediate Composition Practice Book 1 (1981)	<p>For those who plan to use English for academic and professional purposes.</p> <p>Structured/sequenced guidance to write more advanced compositions.</p> <p>Applies composition methods and modern research.</p> <p>Teaches many composition skills at much earlier stage.</p> <p>Carefully sequenced set of exercises.</p> <p>Low-/mid-intermediate.</p>	

Item	Description	Components
Portraits of Michigan History and Facts on Michigan (1995)	Short writings on various topics. Some activities.	
Open Sesame: Understanding American English and Culture Through Folktales and Stories (1997)		<i>Also located on ESL Shelf 4 Intermediate Culture/ Survival</i>
Forbidden American English: A Serious Compilation of Taboo American English (1990)		<i>Also located on ESL Shelf 5 Advanced Grammar/ Vocabulary</i>

Item	Description	Components
<p>English No Problem! (2004)</p>	<p>Helps build language and life skills, develop critical thinking skills and increase cultural awareness.</p> <p>Problem-posing approach.</p> <p>Theme-based units for practical skills across series: life stages legal rights making connections new country/community taking care of yourself lifelong learning personal finance celebrating success consumer awareness</p> <p>Variety of activities. Many colorful pictures.</p> <p>Workbooks have exercises and activities.</p>	<p>Book and Workbook: 4 (high-intermediate)</p> <p><i>Literacy and 1 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p> <p><i>2 and 3 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p>
<p>English in Action 4 (2004)</p>	<p>Engaging activities and exercises.</p> <p>Very interactive.</p> <p>Many colored pics.</p> <p>High-intermediate.</p> <p>Topics: education job performance colonial times regrets/possibilities family matters let's get organized comparisons-global/local becoming a citizen leisure activities business/industry driving technology today sports country music changes</p>	<p><i>2 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p>

Item	Description	Components
<p>Center Stage: Express Yourself in English (2007)</p>	<p>Everyday work and life situations.</p> <p>Key grammar points and communicative skills.</p> <p>2-page lessons include: vocabulary/listening grammar to communicate reading/writing</p> <p>Mostly exercises. Many colored pictures.</p> <p>Topics 2: people/families holidays jobs/work/routines feeling/opinions places/home life stages food/drink do's/don'ts exercise/health possessions shopping/transportation fact/fiction</p> <p>Topics 4: fun/entertainment interviews health/fitness psychology/personality crime looking back moving in socializing new on job on the road food natural disasters safety in the news advertising money gadgets decisions/dilemmas shopping moving on</p>	<p>2 (high-beginning) 4 (high-intermediate)</p> <p><i>1 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p> <p><i>2 also located on ESL Shelf 3 Intermediate Grammar/Vocabulary, ESL Shelf 4 Intermediate Reading/Writing</i></p> <p><i>Life Skills and Test Prep 2 is companion text to 2 (located on ESL Shelf 2 Beginning Culture/Survival)</i></p>

Item	Description	Components
<p>Clear Grammar: Activities for Spoken and Written Communication (2001-2003)</p>	<p>Basic grammatical concepts; speaking and writing practice in grammatical structures.</p> <p>Serves as grammar reference.</p> <p>Progressively more difficult grammar throughout levels.</p> <p>Lessons focus on 1 specific grammar point.</p> <p>Large number and variety of exercises in texts and workbooks.</p>	<p>Text and Workbook: 3 (low-intermediate) 4 (intermediate/low-advanced)</p> <p><i>1 located on ESL Shelf 1 Beginning Grammar/Vocabulary</i></p> <p><i>2 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p>
<p>Grammar Dimensions: Form, Meaning, Use (1997)</p>	<p>Contextualized grammar explanations focused on: form (accuracy) meaning (meaningfulness) use (appropriateness)</p> <p>Comprehensive grammar explanations.</p> <p>Extensive practice exercises.</p> <p>Communicative activities integrate grammar with reading, writing, speaking, listening opportunities.</p>	<p>3b (intermediate/high-intermediate) 4a (advanced) 4b (advanced)</p> <p><i>1 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p>
<p>Interactions Two: A Communicative Grammar (1996)</p>		

Item	Description	Components						
Mosaic Two: A Listening/Speaking Skills Book (1996)	Teaches learning strategies and language functions while maintaining focus on listening/speaking.							
Category Resource for Language Learning (1991)	Category word lists and picture cards (reproducible).							
Vocabulary Mastery 1: Using and Learning the Academic Word List (2007)	<p>Most frequently used words in American academic environment.</p> <p>15 target words per unit.</p> <p>Each unit has 3 readings and activities. Activities include comprehension, word forms, writing, critical thinking.</p> <p>Units:</p> <table data-bbox="604 987 1163 1068"> <tr> <td>professional cycling</td> <td>saving our water</td> </tr> <tr> <td>talking to animals</td> <td>exploring space</td> </tr> <tr> <td>living in hiding</td> <td>Seabiscuit/Great Depression</td> </tr> </table> <p>Lower-level ESL.</p>	professional cycling	saving our water	talking to animals	exploring space	living in hiding	Seabiscuit/Great Depression	
professional cycling	saving our water							
talking to animals	exploring space							
living in hiding	Seabiscuit/Great Depression							

Item	Description	Components
<p>Adult English Three (1978)</p>	<p>Language practice in meaningful context.</p> <p>Real-world experiences.</p> <p>Each unit introduces limited number of items.</p> <p>Photos to talk about. Reading passages. Variety of practical exercises.</p> <p>For those who have mastered basic structures of English language and developed a moderate vocabulary.</p>	<p><i>Book Two located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p>
<p>Intensive English for Communication Book 2 (1980)</p>	<p>Emphasizes conversational American English in situational contexts.</p> <p>Conversations. Concise grammar explanations. Vocabulary focus.</p> <p>Many activities.</p>	<p><i>Book 1 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p>

Item	Description	Components												
<p>English Integrated: An Advanced Reader/Grammar for Learners of English (1986)</p>	<p>Chapters have 2 parts each: reader that consists of essay and short stories, vocabulary work and discussion questions advanced grammatical explanations and exercises</p> <p>Topics:</p> <table border="0"> <tr> <td>people/places</td> <td>outer space/Universe</td> </tr> <tr> <td>careers/education</td> <td>roots/family</td> </tr> <tr> <td>fears/phobias</td> <td>history/heroes</td> </tr> <tr> <td>science/technology</td> <td>culture/privacy</td> </tr> <tr> <td>tales/supernatural</td> <td>America and its past</td> </tr> <tr> <td>illness/medical issues</td> <td>aging/elderly</td> </tr> </table>	people/places	outer space/Universe	careers/education	roots/family	fears/phobias	history/heroes	science/technology	culture/privacy	tales/supernatural	America and its past	illness/medical issues	aging/elderly	
people/places	outer space/Universe													
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fears/phobias	history/heroes													
science/technology	culture/privacy													
tales/supernatural	America and its past													
illness/medical issues	aging/elderly													
<p>Changing Times: Toward An Integrated Approach to Reading (1985)</p>	<p>Reading, study and critical thinking skills necessary for success in college-level work.</p> <p>Integrated approach to teaching reading in terms of thematic content and skills development.</p> <p>Variety of rhetorical styles.</p> <p>Topics likely to be encountered in various academic disciplines.</p> <p>Variety of exercises.</p>													

Item	Description	Components
<p>Language Development Through Content: Our People and Their Stories (1987)</p>	<p>Language-controlled content area reader.</p> <p>Focuses on American immigration and development of thinking skills.</p> <p>Provides background in American history presented through biographies of immigrants.</p> <p>Reading passages with grammatical exercises.</p> <p>Intermediate.</p> <p>Contents: Immigration Native Americans Hispanics in America The Chinese in America</p>	<p><i>Also located on ESL Shelf 4 Intermediate Culture/Survival</i></p>
<p>Traveling Through Idioms: An Exercise Guide to the World of American Idioms (1996)</p>	<p>Travelogue format.</p> <p>Intermediate/advanced.</p>	
<p>Forbidden American English: A Serious Compilation of Taboo American English (1990)</p>		<p><i>Also located on ESL Shelf 4 Intermediate Reading/Writing</i></p>

Item	Description	Components
Understanding Language Structure, Interaction and Variation: An Introduction to Applied Linguistics and Sociolinguistics for Nonspecialists (2000)	Textbook. Focuses on language use.	
The Structure of English: Studies in Form and Function for Language Teaching (2000)	Textbook. Takes descriptive approach to grammar and the structure of English.	

Item	Description	Components
<p>Welcome to the United States: A Guide for New Immigrants (2005 US Citizenship and Immigration Services)</p>	<p>Contents: rights/responsibilities living in US education/childcare emergencies/safety government becoming a citizen</p>	
<p>Learn About the United States: Quick Civics Lesson for the New Naturalization Test (2008 US Citizenship and Immigration Services)</p>	<p>Question and answer format.</p>	
<p>US Citizen Yes: Interactive Citizenship Preparation (1996)</p>	<p>Content required to become a citizen. US history and government. Readings with exercises/activities. Practice answering interview questions and taking citizenship test. Beginning/intermediate.</p>	

Item	Description	Components
<p>This Land is Your Land: Preparation for Amnesty Legalization and Citizenship (1990)</p>	<p>US government content and history that INS requires for amnesty applicants.</p> <p>Practice in both multiple-choice and oral test formats.</p> <p>3 units: this country people of the past American government</p> <p>Each lesson contains large print reading and pictures.</p> <p>Reading level is low.</p>	
<p>(Contemporary's) Look at the U.S.: An ESL/Civics Series Book 2 (1989)</p>	<p>Basics of American history and government.</p> <p>Reinforces English language skills of listening, speaking, reading, writing.</p> <p>Based on federal citizenship texts.</p> <p>Short readings with exercises.</p> <p><i>Teacher's Guide</i> is activity-oriented.</p>	<p>Book Teacher's Guide (Books 1 and 2)</p>
<p>Citizenship: Passing the Test Workbook (2002)</p>	<p>Exercises.</p>	

Item	Description	Components
Becoming a US Citizen: A Guide to the Law, Exam & Interview (2004 Nolo)	Reference.	
Our Constitution: A Working Plan for Democracy (1987)	Short readings with exercises.	
The Constitution of the United States	Pocket-size.	
Our Flag (1988)		
USA: Readings, Documents and Activities (1987)	Historical research applied to the study of American history. Uses original and adapted documents. 87 lessons-3 to 4 pages each. Variety of exercises.	
Great Documents That Shape American Freedoms (1987)	Documents and exercises.	
Government Today (1994)	Federal, state, local. Workbook has exercises.	Text Workbook

Item	Description	Components
For the People . . . By the People . . . : How State and Local Governments Operate (1999)	Brief descriptions and explanations.	
The Legislative Process in Michigan: A Student’s Guide (1997)	Written for high school students. Flexible; can be used for varied levels of study.	
Your State Capitol: A Walking Tour (1999)		
Our United States Geography: Our Regions and People (1994)	Organized by regions and states. Text has about 3 pages per state. Workbook has 1 page per state with activities.	Text Workbook
The Citizenship Class (1998)	Fiction story about taking citizenship class. Beginning reader. Small amount of text per page; many pictures. Activities in 3-page <i>Guide for Tutors</i> at back of book. 5x8 size. 20 pages.	From Shared Umbrella Series Set Two: Citizenship <i>Similar to Shared Umbrella Series Set One located on ESL Shelf 2 Beginning Reading/Writing</i>

Item	Description	Components
Cobblestone: The History Magazine for Young People (1982)	Short readings.	
Civics Flash Cards (US Citizenship and Immigration Services)	96 cards each with 1 question/answer. History and government content to prepare for naturalization exam.	

Item	Description	Components
<p>Kaleidoscope Reading and Writing 4 (1999)</p>	<p>Uses integrated approach to developing reading, writing and vocabulary skills in academic, business and everyday situations.</p> <p>Engaging readings with vocabulary and skill development materials.</p> <p>Variety of exercises.</p> <p>High-intermediate/advanced.</p>	
<p>Reading by All Means: Reading Improvement Strategies for English Language Learners (1990)</p>	<p>Strong focus on strategies for successful reading, vocabulary building and writing activities.</p> <p>Readings of several pages with exercises.</p> <p>Thematically-related reading: personal narratives introductory textbooks feature stories popular science nonfiction books, reviews, profiles</p>	

Item	Description	Components										
<p>Tapestry: Global Views: Reading About World Issues (1993)</p>	<p>Use English naturally; develop fluency and accuracy.</p> <p>Primarily for ESL at postsecondary institutions.</p> <p>For academic/career or social/personal goals.</p> <p>Readings (authentic materials) with exercises.</p> <p>Issues:</p> <table border="0" data-bbox="604 678 1157 816"> <tr> <td>changing political systems</td> <td>travel</td> </tr> <tr> <td>population and immigration</td> <td>space exploration</td> </tr> <tr> <td>food/world hunger</td> <td>international media</td> </tr> <tr> <td>war</td> <td>religion</td> </tr> <tr> <td>eco-politics</td> <td>language</td> </tr> </table> <p>Advanced.</p>	changing political systems	travel	population and immigration	space exploration	food/world hunger	international media	war	religion	eco-politics	language	
changing political systems	travel											
population and immigration	space exploration											
food/world hunger	international media											
war	religion											
eco-politics	language											
<p>Time Magazine Book: We The People—Authentic Reading for Students of English (1989)</p>	<p>Actual magazine articles.</p> <p>High-intermediate/advanced.</p>											
<p>Strictly Academic: A Reading and Writing Text (1987)</p>	<p>Reading and writing strategies and skills for academic study.</p> <p>For college-bound or those doing college-level work.</p> <p>Authentic texts from several disciplines.</p> <p>Activities that simulate academic tasks such as note-taking, group discussion, writing exams and essays.</p>											

Item	Description	Components						
<p>Literature for Discussion: A Reader for Advanced Students of English as a Second Language (1984)</p>	<p>Contemporary American short stories designed to develop understanding and use of English.</p> <p>For mature learners frustrated that limited English prevents them from expressing complex and literate ideas that their knowledge and experience allows.</p> <p>Units (each with 2 stories):</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">the nature of youth</td> <td style="width: 50%;">alternatives to family life</td> </tr> <tr> <td>the impress of class</td> <td>parents and children</td> </tr> <tr> <td>the experience of marriage</td> <td>the future of the nation</td> </tr> </table>	the nature of youth	alternatives to family life	the impress of class	parents and children	the experience of marriage	the future of the nation	
the nature of youth	alternatives to family life							
the impress of class	parents and children							
the experience of marriage	the future of the nation							
<p>(Scott Foresman English) In Charge 1 Workbook (1993)</p>	<p>Short readings of less than 1 page.</p> <p>Variety of exercises.</p>							
<p>English Spoken Here: Life in the United States: An ESL Program (1982)</p>	<p>Variety of activities.</p> <p>5 units:</p> <ul style="list-style-type: none"> who's in charge? I know you'll love this car keep up the good work are you busy tonight? let me be honest with you 							

Item	Description	Components
<p>Writing Better English for ESL Learners (2009)</p>	<p>Developmental approach to improving writing skills.</p> <p>Improves grammar and vocabulary.</p> <p>Easy-to-follow exercises/practical writing activities.</p> <p>Contents: preparing to write (grammar) beginning to write (sentence completion) writing original sentences story completion writing letters writing original themes</p>	
<p>Write to the Point (1990)</p>	<p>Emphasizes connection between reading and writing.</p> <p>Readings used as resources for information and ideas as well as for rhetorical and grammatical models.</p> <p>Variety of writing activities: pre-writing, revision, summary writing.</p> <p>Beginning/intermediate.</p>	
<p>The Random House Writing Course for ESL Students (1985)</p>	<p>Series of basic writing skills.</p> <p>Incorporates all elements of a composition course.</p>	

Item	Description	Components												
<p>Interactions II: A Writing Process Book (1990)</p>	<p>Writing process/activities for academic writing.</p> <p>Strategies for each step of writing process.</p> <p>Low-intermediate/intermediate.</p> <p>Chapters:</p> <table border="0"> <tr> <td>education/student life</td> <td>North America: land/people</td> </tr> <tr> <td>city life</td> <td>tastes/preferences</td> </tr> <tr> <td>business/money</td> <td>the sky above us</td> </tr> <tr> <td>jobs/professions</td> <td>medicine, myths, magic</td> </tr> <tr> <td>lifestyles</td> <td>the media</td> </tr> <tr> <td>travel/transportation</td> <td>prejudice, tolerance, justice</td> </tr> </table>	education/student life	North America: land/people	city life	tastes/preferences	business/money	the sky above us	jobs/professions	medicine, myths, magic	lifestyles	the media	travel/transportation	prejudice, tolerance, justice	
education/student life	North America: land/people													
city life	tastes/preferences													
business/money	the sky above us													
jobs/professions	medicine, myths, magic													
lifestyles	the media													
travel/transportation	prejudice, tolerance, justice													
<p>Mosaic I: A Content-Based Writing Book (1985)</p>	<p>Systematic approach to writing process.</p> <p>For college/college-bound.</p> <p>Intermediate/high-intermediate.</p> <p>Each chapter has 4 parts:</p> <ul style="list-style-type: none"> ideas for writing language for writing systems for writing evaluating for rewriting <p>Chapters:</p> <table border="0"> <tr> <td>new challenges</td> <td>creativity</td> </tr> <tr> <td>academic life</td> <td>choices</td> </tr> <tr> <td>the family</td> <td>the physical world</td> </tr> <tr> <td>health</td> <td>human behavior</td> </tr> <tr> <td>money matters</td> <td>technology</td> </tr> <tr> <td>leisure time</td> <td>living together/small planet</td> </tr> </table>	new challenges	creativity	academic life	choices	the family	the physical world	health	human behavior	money matters	technology	leisure time	living together/small planet	
new challenges	creativity													
academic life	choices													
the family	the physical world													
health	human behavior													
money matters	technology													
leisure time	living together/small planet													

Item	Description	Components
<p>Power English 7: Basic Language Skills for Adults—Writing Skills (1990)</p>	<p>Develops skills in usage, sentence structure, mechanics and composition.</p> <p>Special focus on writing skills.</p> <p>Contents include: grammar and usage punctuation sentence structure spelling letter writing</p> <p>Brief descriptions of grammar points/rules and exercises.</p>	<p><i>3, 4, 5, 6 located on ESL Shelf 3 Intermediate Grammar/Vocabulary</i></p>
<p>Changes: Readings for ESL Writers (1990)</p>	<p>Integrated skills focusing on reading and writing.</p> <p>Reading and responding to selections in writing.</p> <p>Readings are less than 1 page to several pages.</p> <p>Intermediate/advanced.</p> <p>Readings grouped around themes: leaving/arriving personal growth/change two worlds change/resisting change birth/death</p>	
<p>In Our Own Words: A Guide with Readings for Student Writers (1991)</p>	<p>3 parts: reflection on writing process writing rethinking/rewriting</p>	

Item	Description	Components
<p>Key Vocabulary for a Safe Workplace (ESL for Job Success) (2000)</p>	<p>Essential vocabulary and tools needed to prevent or reduce accidents and injuries on the job.</p> <p>Picture dictionary format.</p> <p>Non-sequential stand-alone lessons.</p> <p>Application activities.</p> <p>4 units: workplace safety basics (signs/first-aid items) safe use of tools and machinery health and ergonomics safety information and labeling</p> <p>Safety Tool Kit gives information on how to use Material Safety Data Sheets, common injury terms, and safety policies found in many employee handbooks.</p>	<p><i>Another of series ESL for Job Success—On-the-Job English located on ESL Shelf 4 Intermediate Culture/Survival</i></p>
<p>Getting Along with Idioms: Basic English Expressions and Two-Word Verbs (1981)</p>		
<p>Advanced Listening Comprehension: Developing Aural and Note-Taking Skills (1982)</p>	<p>15 mini-lectures on various topics of general interest.</p> <p>Guided work on note-taking.</p> <p>Additional exercises on study skills.</p>	

Item	Description	Components									
<p>How to Survive in the U.S.A.: English for Travelers and Newcomers (1983)</p>	<p>American English needed for real-life situations.</p> <p>Practical information about living in the US.</p> <p>Informative readings with language practice exercises.</p> <p>Intermediate.</p> <p>Topics:</p> <table border="0" data-bbox="604 678 1144 760"> <tr> <td>welcome</td> <td>places to stay</td> <td>sick</td> </tr> <tr> <td>phone/mail</td> <td>money</td> <td>free time</td> </tr> <tr> <td>transportation</td> <td>eat</td> <td>guest</td> </tr> </table>	welcome	places to stay	sick	phone/mail	money	free time	transportation	eat	guest	
welcome	places to stay	sick									
phone/mail	money	free time									
transportation	eat	guest									
<p>Dialogue Journal Writing with Nonnative English Speakers: A Handbook for Teachers (1990)</p>	<p>Written conversations between tutor and learner.</p>										
<p>American Ways: A Guide for Foreigners in the United States (1988)</p>	<p>All text.</p>										
<p>Do's and Taboos Around the World: A Guide to International Behavior (1990)</p>	<p>All text.</p>										

Item	Description	Components
<p>America Past and Present Volume I: The Discovery of a Continent (1982)</p>	<p>Language development and American history.</p> <p>Reading skill work focuses on comprehension, language, follow-up activities.</p> <p>12 units each with: historical introduction primary source selection exercises for speaking and writing practice</p> <p>Low-/mid-intermediate.</p>	
<p>The Multicultural Workshop: A Reading and Writing Program Book 1 (1994)</p>	<p>Multicultural selections from fiction and non-fiction.</p> <p>Writing, reading, critical thinking strategies are indexed.</p> <p>High-beginning.</p> <p>Units each with 4 chapters: identity change choices relationships conflict</p>	
<p>Communication and Culture: A Reading-Writing Text (1989)</p>	<p>Development of college-level skills.</p> <p>Readings on cultural themes.</p>	

Item	Description	Components						
<p>Communicating In Context: Intercultural Communication Skills for ESL Students (1986)</p>	<p>Combines American English language with unique cultural features.</p> <p>Focus is on 'context.'</p> <p>Develops fluent and appropriate communication skills.</p> <p>Intermediate/advanced.</p>							
<p>Discovering American Culture (1997)</p>	<p>Links English language and American culture.</p> <p>6 chapters:</p> <table border="0" data-bbox="604 771 982 862"> <tr> <td>culture</td> <td>education</td> </tr> <tr> <td>communication</td> <td>workplace</td> </tr> <tr> <td>shopping</td> <td>family</td> </tr> </table>	culture	education	communication	workplace	shopping	family	
culture	education							
communication	workplace							
shopping	family							
<p>The Art of Crossing Cultures (1990)</p>	<p>Text on cross-cultural adaptation.</p>							

Item	Description	Components
(Longman) Preparation Course for the TOEFL Test (2006)	Practice sections for reading, writing, listening, speaking. Practice tests.	
(Longman) The TOEFL Test: Computer Test Overview Kit (2003)	Study tools. Practice. Simulated test conditions. Interactive TOEFL-format questions.	Book CD-ROM
(Kaplan) TOEFL iBT with CD-ROM (2005)	Targeted review of integrated English language skills and strategies. Intensive practice. Answer explanations. Score-raising tips and strategies.	Book CD-ROM
(Barron's) TOEFL Test Strategies (2004)	Practice tests. Strategies and tips.	Book 5 Audio CDs
(Cliffs) Advanced Practice for the TOEFL (1995)	Listening comprehension practice tests and scripts.	Guide Cassettes

Item	Description	Components
(The Heinle & Heinle) TOEFL Test Assistant: Listening (1995)	Focuses on language skills and test-taking strategies. Prepares for listening comprehension section. Intermediate/advanced.	
The Complete Guide to TOEFL (1993)	Practice test items. Test-taking strategies. Additional exercises. Intermediate/advanced.	
(Kaplan) GRE Exam (2006)	Practice questions and tests. Strategies for higher score.	Book CD-ROM
(Kaplan) GRE Exam Verbal Workbook (2004)	Review. Strategies. Practice. Tests.	
(Kaplan) GRE and GMAT Exams Math Workbook (2004)	Review. Strategies. Practice. Tests.	