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MASTERING ENGLISH AS A FOREIGN LANGUAGE

ROB NOLASCO

EDITORIAL CONSULTANT
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MACMILLAN

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SERIES EDITOR'S PREFACE

Mastering English as a Foreign Language, like all the other language courses in this series, is designed for adults working with or without a teacher. It is, however, not for beginners, but for students who already have a basic knowledge of English and wish to improve their command of the spoken and written language so that they may use it effectively in everyday life. The book is accompanied by a cassette, which is an important element in the programme.

Though all the language skills are practised, the emphasis is on the spoken language of ordinary, educated people. The occasional introduction of American English is intended as a reminder of the wide spread use of the language, but it is not meant to serve as an alternative model.

The ground plan of the Course is similar to that in the other first-stage language books of the series. Each chapter begins with dialogues based on everyday situations, and this material provides the context for all the teaching. Explanations of vocabulary and grammar are followed by exercises graded at two levels. Exercises under A are based on the language of the dialogues but those under B go further and provide additional practice for students who want it. They can also assess their progress with the help of the key to the exercises, placed in the reference section at the end of the book. Each chapter contains background information, so that some insight may be obtained into different aspects of everyday life in England. In a book of this size, it is unfortunately impossible to include details of the other countries in the United Kingdom.

The reference section contains, in addition to the key to the exercises, a guide to pronunciation and a summary of the grammar introduced throughout the book. There is a short bibliography as well as a list of useful addresses. It is hoped that the student will find this carefully planned course a helpful aid to study, which will bring the pleasure of an increasing mastery of the English language, with all its vigour and variety.

BETTY PARR

Editorial Consultant

INTRODUCTION:

HOW TO USE THIS BOOK

This course is for students of English as a Foreign Language. It is intended for those who speak some English but feel that it is now time to master the English used in everyday communication.

The story of a girl's visit to England provides the framework for a rapid revision of the main structures and vocabulary of English. There are practice exercises, background information about Britain, explanations of vocabulary and grammar, and a reference section. The reference section includes a Grammar Reference Section, a Guide to Pronunciation and an Answer Key. The course also comes with a cassette, a most important element in the programme.

CHAPTER STRUCTURE

Each chapter starts with a series of dialogues.

Each dialogue is followed by explanations of:

- 1 Useful expressions and vocabulary
- 2 The main grammar points in the chapter

Next there is a simple background text about British life.

Then there are exercises.

The exercises in Section A are based on the dialogues in the chapter.

The exercises in Section B provide further practice, at a slightly more difficult level.

There is a short writing task at the end of each chapter.

Here are some ideas on how to use the different sections of the book:

GUIDE TO PRONUNCIATION

This is a summary of the main sounds of English.

Try to listen to this as soon as you can.

Listen and repeat, using your pause button where necessary.

DIALOGUES

These provide examples of spoken English.

If possible listen to the dialogue before you read the text.

This will help your listening.

When you have read the explanations and finished the exercises repeat the dialogues as you listen to the tape, using the pause button to give you time to practise.

EXPLANATIONS

Try to see if you can understand the vocabulary and expressions without using a dictionary.

Learn the key expressions and use them if you get the chance.

Some learners find grammar explanations very helpful, others do not.

Don't worry if you find the explanations difficult. The important thing is to get the exercises right.

BACKGROUND

The background texts give information about life in England.

When you read them try to use your knowledge of the world and your own country to help you understand them.

Underline any useful expressions and learn them.

The background texts will help your reading skills.

It is not possible, in a book of this size, to include any detailed references to the other parts of the United Kingdom.

EXERCISES

If you are short of time concentrate on Section A.

Use the Answer Key to check your exercises.

If writing English is important to you then try the writing tasks.

In some cases there are model answers.

GRAMMAR

This is a simple summary of some of the main grammar points.

Use it for revision.

SOURCES OF INFORMATION

The bibliography and the addresses are provided to help you to get more information about England and English.

SUPPLEMENTARY VOCABULARIES

This part of the reference section groups together some of the more important words in English. Learn them if you have time. Some are in the book. Others are not.

Remember that we all learn languages in different ways, so use this book in a way that suits you and the time you have got for study.

Rob Nolasco