

**GMAT. cz CPE (Certificate in Proficiency English) Preparation Course Syllabus**

Lesson Numbers	Overview of Lesson Plan	Key Content Covered
1&2	<ul style="list-style-type: none"> <li>• Introduction to Cambridge CPE</li> <li>• Handing Over of GMAT.cz CPE General Preparation Package</li> <li>• Introduce Methodology for Vocabulary Log</li> <li>• Introduce Methodology for Grammar Checklist</li> </ul>	<ul style="list-style-type: none"> <li>• CPE Overview: <ul style="list-style-type: none"> <li>○ Paper1 READING – Part1 Gapped Text Multiple Choice; Part2 Four Texts Multiple Choice Comprehension; Part3 Gapped Text Paragraphs; Part4 Long Text Multiple Choice Comprehension</li> <li>○ Paper2 WRITING – Part1 Compulsory Task; Part2 Task From a Selection</li> <li>○ Paper3 USE OF ENGLISH (UOE) – Part1 Missing Word; Part2 Missing Word Prompt; Part3 Missing Word parts of Speech; Part4 Creating Similar Sentences; Part5 Short Text Comprehension</li> <li>○ Paper4 LISTENING – Part1 Four Extracts Multiple Choice; Part2 Broadcast Extract Word/Phrase Sentence Completion; Part3 Broadcast Comprehension Multiple Choice; Part4 Discussion/Conversation Comprehension</li> <li>○ Paper5 SPEAKING – Part1 Introduction Conversation, Giving Opinions; Part2 Collaborative Speaking Task Pictures</li> </ul> </li> <li>• Course Book: MacMillan New Proficiency Test Builder</li> <li>• Grammar &amp; Vocabulary Reference: Advanced Language Practice (Michael</li> </ul>

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		<p>Vince)</p> <ul style="list-style-type: none"> <li>• Home Assignment: Read What's Tested &amp; Paper1 Tips</li> </ul>
3&4	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• Monitor Vocabulary Log</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper1 READING Part1</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper1 READING Part1: <ul style="list-style-type: none"> <li>○ Past Paper 18 Multiple Choice Questions</li> <li>○ 18 Multiple Choice Vocabulary Building Questions</li> <li>○ Check Answers &amp; Making Explanations</li> </ul> </li> <li>• Home Assignment: Complete &amp; Review Classroom Task</li> </ul>
5&6	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• Monitor Vocabulary Log</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper1 READING Part2</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper1 READING Part2: <ul style="list-style-type: none"> <li>○ 4 Extracts with Multiple Choice Questions</li> <li>○ Check Answers &amp; Explanations</li> </ul> </li> <li>• Home Assignment: Complete &amp; Review Classroom Task</li> </ul>
7&8	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper1 READING Part3</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper1 READING Part3: <ul style="list-style-type: none"> <li>○ Extract from a Novel with 7 Gapped Paragraphs</li> <li>○ Check Answers &amp; Explanations</li> </ul> </li> <li>• Home Assignment: Complete &amp; Review Classroom Task</li> </ul>

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9&10	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper1 READING Part4</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper1 READING Part4: <ul style="list-style-type: none"> <li>○ Extract from a Book with 7 Multiple Choice Comprehension Questions</li> <li>○ Check Answers &amp; Explanations</li> </ul> </li> <li>• Home Assignment: Complete &amp; Review Classroom Task</li> </ul>
11&12	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper2 WRITING Part1</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper2 WRITING Part1 <ul style="list-style-type: none"> <li>○ What's Tested?</li> <li>○ Tips</li> <li>○ Note Completion – Planning the Essay</li> <li>○ Understand the Task-specific Marking Scheme; Content; Range; Appropriacy of Register &amp; Format; Organization &amp; Cohesion; Target Reader</li> <li>○ Read Sample Answer</li> <li>○ Start Writing Task1</li> </ul> </li> <li>• Home Assignment: Complete Writing Task1</li> </ul>
13&14	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper2 WRITING Part1 ctd.</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper2 WRITING Part1 ctd.: <ul style="list-style-type: none"> <li>○ Review Home Assignment &amp; Compare with Model Answer Structure &amp; Task-specific Marking Scheme</li> </ul> </li> <li>• Home Assignment: Overview Writing Task2...What is Expected in an Article, Letter, Proposal, Report, Review?</li> </ul>

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15&16	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper2 WRITING Part2</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST1 Paper2 WRITING Part2: <ul style="list-style-type: none"> <li>○ Re-summarize what is expected in an Article, Letter, Proposal, Report, Review</li> <li>○ Focus on Marking Scheme; Content; Range; Appropriacy of Register &amp; Format; Organization &amp; Cohesion; Target Reader</li> <li>○ Co-write a Report</li> </ul> </li> <li>• Home Assignment: Write a Letter</li> </ul>
17&18	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper2 WRITING Part2 ctd.</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper2 WRITING Part2 ctd.: <ul style="list-style-type: none"> <li>○ Review Letter</li> <li>○ Co-write a Review</li> <li>○ Compare with Model Answers</li> </ul> </li> <li>• Home Assignment: Read What's Tested &amp; Paper3 Tips</li> </ul>
19 & 20	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper3 UOE Part1</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper3 UOE Part1: <ul style="list-style-type: none"> <li>○ 15 Question Gapped Text</li> <li>○ 15 Question Understanding of Meaning Exercise</li> <li>○ Review and Alter of 1st Exercise According to 2nd Exercise</li> </ul> </li> <li>• Home Assignment: Complete &amp; Check Answers</li> </ul>

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21&22	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper3 UOE Part2</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper3 UOE Part2: <ul style="list-style-type: none"> <li>○ Gapped Text Parts of Speech</li> <li>○ Check Answers &amp; Explanations</li> </ul> </li> <li>• Home Assignment: TEST1 Paper3 UOE Part3</li> </ul>
23&24	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper3 UOE Parts3&amp;4</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• Check Answers &amp; Explanations Part3</li> <li>• TEST1 Paper3 UOE Parts4</li> <li>• Check Answers &amp; Explanations Part4</li> <li>• Home Assignment: <ul style="list-style-type: none"> <li>○ Read Overview of What's Tested &amp; Tips for Paper3 UOE Part5</li> <li>○ Multiple Choice Practice Questions 40-43</li> </ul> </li> </ul>
25&26	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper3 UOE Part5 ctd.</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper3 UOE Part5 ctd.: <ul style="list-style-type: none"> <li>○ Overview of What's Tested &amp; Tips for the Summary</li> <li>○ Matching Exercise for the Summary</li> <li>○ Review a Sample Summary</li> </ul> </li> <li>• Home Assignment: TEST1 Paper3 UOE Part5 Write a Summary</li> </ul>
27&28	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST1 Paper4 LISTENING Part1</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• TEST1 Paper4 LISTENING Part1: <ul style="list-style-type: none"> <li>○ Overview of What is Tested &amp; Tips for Part1</li> <li>○ Complete 4 Extracts 8 Multiple Choice Questions</li> <li>○ Repeat 8 Questions with</li> </ul> </li> </ul>

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		Questions of Relevancy
		<ul style="list-style-type: none"> <li>Home Assignment: Check Answers &amp; Explanations to All Questions</li> </ul>
29&30	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST1 Paper4 LISTENING Part2</li> <li>Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>Paper4 LISTENING Part2               <ul style="list-style-type: none"> <li>Complete Part2</li> <li>Check Answers &amp; Explanations</li> </ul> </li> <li>Home Assignment: Read Overview of What's Tested &amp; Tips for the SPEAKING Paper</li> </ul>
31&32	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST1 Paper4 LISTENING Parts3&amp;4</li> <li>Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>TEST1 Paper4 LISTENING Parts3&amp;4:               <ul style="list-style-type: none"> <li>Complete Part3</li> <li>Check Answers &amp; Explanations</li> <li>Complete Part4</li> <li>Check Answers &amp; Explanations</li> </ul> </li> <li>Home Assignment: Speaking Part1 - Prepare Answers to General &amp; Social Questions From Examiners</li> </ul>
33&34	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST1 Paper5 SPEAKING Parts1-3</li> <li>Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>MacMillan New Proficiency Test Builder TEST1 Paper5 SPEAKING Parts1-3:               <ul style="list-style-type: none"> <li>Part1 – General &amp; Social Question &amp; Answer Task</li> <li>Part2 – Careers; Answering Questions on a Picture</li> <li>Part3 – Phases1-3</li> </ul> </li> <li>Home Assignment: Complete Theory for Parts 2&amp;3</li> </ul>

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35&36	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper1 READING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper1 READING</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper1 READING ctd.</li> </ul>
37&38	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper1 READING ctd.</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper1 READING ctd.</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper1 READING ctd.</li> </ul>
39&40	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper2 WRITING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper2 WRITING</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper2 WRITING ctd.</li> </ul>
41&42	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper2 WRITING ctd.</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper2 WRITING ctd.</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper2 WRITING ctd.</li> </ul>
43&44	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper3 UOE</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper3 UOE</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper3 UOE ctd.</li> </ul>
45&46	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper3 UOE ctd.</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper3 UOE ctd.</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper3 UOE ctd.</li> </ul>

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47&48	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper4 LISTENING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper4 LISTENING ctd.</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper4 LISTENING ctd.</li> </ul>
49&50	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper4 LISTENING ctd.</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper4 LISTENING ctd.</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper4 LISTENING ctd.</li> </ul>
51&52	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST2 Paper5 SPEAKING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST2 Paper5 SPEAKING</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST2 Paper5 SPEAKING Review</li> </ul>
53&54	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST3 Paper1 READING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST3 Paper1 READING</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST3 Paper1 READING ctd.</li> </ul>
55&56	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST3 Paper1 READING ctd.</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST3 Paper1 READING ctd.</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST3 Paper1 READING ctd.</li> </ul>
57&58	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST3 Paper2 WRITING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST3 Paper2 WRITING</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder</li> </ul>

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		TEST3 Paper2 WRITING ctd.
59&60	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST3 Paper2 WRITING ctd.</li> <li>Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>MacMillan New Proficiency Test Builder TEST3 Paper2 WRITING ctd.</li> <li>Home Assignment: MacMillan New Proficiency Test Builder TEST3 Paper2 WRITING ctd.:</li> </ul>
61&62	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST3 Paper3 UOE</li> <li>Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>MacMillan New Proficiency Test Builder TEST3 Paper3 UOE</li> <li>Home Assignment: MacMillan New Proficiency Test Builder TEST3 Paper3 UOE ctd.</li> </ul>
63&64	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST3 Paper3 UOE ctd.</li> <li>Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>MacMillan New Proficiency Test Builder TEST3 Paper3 UOE ctd.</li> <li>Home Assignment: MacMillan New Proficiency Test Builder TEST3 Paper3 UOE ctd.</li> </ul>
65&66	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST3 Paper4 LISTENING</li> <li>Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>MacMillan New Proficiency Test Builder TEST3 Paper4 LISTENING</li> <li>Home Assignment: MacMillan New Proficiency Test Builder TEST3 Paper4 LISTENING ctd.</li> </ul>
67&68	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST3 Paper4 LISTENING ctd.</li> <li>Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>MacMillan New Proficiency Test Builder TEST3 Paper4 LISTENING ctd.</li> <li>Home Assignment: MacMillan New Proficiency Test Builder TEST3 Paper4 LISTENING ctd.</li> </ul>
69&70	<ul style="list-style-type: none"> <li>Review Home Assignment</li> <li>MacMillan New Proficiency Test Builder TEST3 Paper5 SPEAKING</li> </ul>	<ul style="list-style-type: none"> <li>MacMillan New Proficiency Test Builder TEST3 Paper5 SPEAKING</li> <li>Home Assignment: MacMillan New Proficiency Test Builder TEST3 Paper5 SPEAKING</li> </ul>

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	<ul style="list-style-type: none"> <li>• Monitor Vocabulary Log</li> </ul>	Review
71&72	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST4 Paper1 READING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST4 Paper1 READING</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST4 Paper1 READING ctd.</li> </ul>
73&74	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST4 Paper2 WRITING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST4 Paper2 WRITING</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST4 Paper2 WRITING ctd.</li> </ul>
75&76	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST4 Paper3 UOE</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST4 Paper3 UOE</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST4 Paper3 UOE ctd.</li> </ul>
77&78	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST4 Paper4 LISTENING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST4 Paper4 LISTENING</li> <li>• Home Assignment: MacMillan New Proficiency Test Builder TEST4 Paper4 LISTENING ctd.</li> </ul>
79&80	<ul style="list-style-type: none"> <li>• Review Home Assignment</li> <li>• MacMillan New Proficiency Test Builder TEST4 Paper5 SPEAKING</li> <li>• Monitor Vocabulary Log</li> </ul>	<ul style="list-style-type: none"> <li>• MacMillan New Proficiency Test Builder TEST4 Paper5 SPEAKING</li> </ul>

N.B. During this course, students will be using grammar Explanations & practice exercises from *Grammar & Vocabulary Reference: Advanced Language Practice (Michael Vince)* as determined by their need & progress.