

GMAT.cz TOEFL (Test of English as a Foreign Language) Preparation Course Syllabus

Lesson Numbers	Overview of Lesson Plan	Key Content Covered
1&2	<ul style="list-style-type: none"> • Introduction to the TOEFL exam • Handing over of the GMAT.cz TOEFL study package • Information about the Computer-Based TOEFL • Information about the Paper-Based TOEFL • Strategies to use for the Structure Section • Strategies to use for the complete-the-sentence questions • Strategies to use for the identify-the-error questions 	<ul style="list-style-type: none"> • TOEFL introduction • GMAT.cz TOEFL preparation package • Computer-Based TOEFL Test format • Paper-Based TOEFL Test format • Scoring Information • Writing scoring information • How to take the TOEFL test successfully • Personal preparation required to maximise the effectiveness of the course • Strategies to use for the Structure Section • Strategies to use for the complete-the-sentence questions • Strategies to use for the identify-the-error questions
3&4	<ul style="list-style-type: none"> • Introduction of a systematic approach to building vocabulary • Practice with nouns 	<ul style="list-style-type: none"> • Vocabulary building methodology • Identify count/noncount nouns • Reviewing plural and singular forms • Locating and checking plurals and singulars • Checking: noun forms & nouns
5&6	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with articles and demonstratives 	<ul style="list-style-type: none"> • Updating vocabulary log • Identifying the need for articles • Checking: articles & demonstratives • Correcting articles and demonstratives • Locating and checking articles and demonstratives
7&8	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with pronouns and possessive adjectives 	<ul style="list-style-type: none"> • Updating vocabulary log • Locating pronouns and possessive adjectives • Checking: pronoun & possessive adjective forms • Identifying referents • Checking for agreement • Completing sentences • Home Assignment: Mini-test1

GMAT.cz TOEFL (Test of English as a Foreign Language) Preparation Course Syllabus

9&10	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test1 • Practice with subjects 	<ul style="list-style-type: none"> • Updating vocabulary log • Focusing on subjects • Locating subjects • Checking subject-verb agreement • Choosing the correct subject • Understanding “it” and “there” • Checking “it” and “there” • Home Assignment: Mini-test2
11&12	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test2 • Practice with verbs1 	<ul style="list-style-type: none"> • Updating vocabulary log • Focusing on verbs • Recognising the passive and active voices • Checking verb tenses
13&14	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with verbs2 	<ul style="list-style-type: none"> • Updating vocabulary log • Checking: subject-verb agreement; verb forms; infinitives and gerunds • Completing the sentence
15&16	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with subject/aux-word inversions 	<ul style="list-style-type: none"> • Updating vocabulary log • Identifying words and phrases that cause a change in word order • Locating inversions • Correcting word order • Completing the sentence • Home Assignment: Mini-test3
17&18	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test3 • Practice with word forms 	<ul style="list-style-type: none"> • Updating vocabulary log • Identifying suffixes • Identifying functions • Checking: noun forms; verb forms; adjective forms; adverb forms

GMAT.cz TOEFL (Test of English as a Foreign Language) Preparation Course Syllabus

19 & 20	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with word choices1 	<ul style="list-style-type: none"> • Updating vocabulary log • Checking: “and”/“or”/“but”; “either...or”/“neither...nor”/“both...and”; “so”/“as”/“such as”; “too”/“enough”/“so”
21&22	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with word choices2 	<ul style="list-style-type: none"> • Updating vocabulary log • Checking: “many”/“much”/“few”/“little”; “like”/“alike”/“unlike”; “another”/“the other”/“other”/“the others”/“others” • Checking frequently confused words • Home Assignment: Mini-test4
23&24	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test4 • Practice with clauses and noun clauses 	<ul style="list-style-type: none"> • Updating vocabulary log • Recognising complete simple sentences & complete complex sentences • Identifying noun clauses and noun clause functions • Locating subjects and verbs in independent clauses & in noun clauses • Checking verbs in noun clauses • Choosing correct clause markers • Home Assignment: Mini-test5
25&26	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test5 • Practice with adjective clauses 	<ul style="list-style-type: none"> • Updating vocabulary log • Locating clause markers & adjective clauses • Checking clause markers • Choosing correct clause markers • Locating subjects and verbs in adjective clauses • Checking verbs in adjective clauses
27&28	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with reduced adjective clauses 	<ul style="list-style-type: none"> • Updating vocabulary log • Locating adjective phrases • Identifying adjectival phrases and clauses • Recognising whether or not clauses can be reduced • Checking verb forms • Home Assignment: Mini-test6
29&30	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test6 • Practice with adverb clauses 	<ul style="list-style-type: none"> • Updating vocabulary log • Locating & identifying adverb clauses • Locating subjects and verbs of adverb clauses • Checking verb tenses and forms • Choosing correct clause markers
31&32	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with reduced adverb clauses 	<ul style="list-style-type: none"> • Updating vocabulary log • Identifying adverb phrases and clauses

GMAT.cz TOEFL (Test of English as a Foreign Language) Preparation Course Syllabus

		<ul style="list-style-type: none"> • Recognising clauses that can be reduced • Checking verb forms • Choosing correct clause markers • Home Assignment: Mini-test7
33&34	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test7 • Practice with comparing 	<ul style="list-style-type: none"> • Updating vocabulary log • Locating phrases • Identifying kinds of phrases • Checking: comparatives; parallel comparatives; superlatives; expressions of equality & inequality
35&36	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with parallel structures • Practice with prepositional phrases1 	<ul style="list-style-type: none"> • Updating vocabulary log • Locating parallels • Checking for parallels • Checking parallels • Identifying and locating prepositional phrases
37&38	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with prepositional phrases2 • Practice with redundancies 	<ul style="list-style-type: none"> • Updating vocabulary log • Identifying correct prepositions & phrases • Checking phrases • Identifying redundancies • Home Assignment: Mini-test8
39&40	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test8 • Reading Strategies • Practice with vocabulary 	<ul style="list-style-type: none"> • Updating vocabulary log • Strategies to use for building reading fluency • Understanding words in context • Choosing synonyms • Finding synonyms • Home Assignment: Mini-test9
41&42	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test9 • Practice with main ideas • Practice with understanding details and restatements1 	<ul style="list-style-type: none"> • Updating vocabulary log • Locating topics • Selecting a topic sentence • Checking the topic • Locating and understanding referents • Home Assignment: Mini-test10
43&44	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test10 • Practice with understanding details and restatements2 	<ul style="list-style-type: none"> • Updating vocabulary log • Finding the referent • Understanding transitions & connectors • Inserting sentences

GMAT.cz TOEFL (Test of English as a Foreign Language) Preparation Course Syllabus

		<ul style="list-style-type: none"> Identifying illustrations & sentences
45&46	<ul style="list-style-type: none"> Monitor vocabulary log Practice with understanding details and restatements³ 	<ul style="list-style-type: none"> Updating vocabulary log Identifying paragraphs Understanding exceptions Identifying if statements are the same or different Identifying restatements Locating restated information Home Assignment: Mini-test¹¹
47&48	<ul style="list-style-type: none"> Monitor vocabulary log Review Mini-test¹¹ Practice with inferences 	<ul style="list-style-type: none"> Updating vocabulary log Identifying inferences in statements Locating inferred information Checking if a statement can be inferred Identifying inferences in paragraphs Making inferences Drawing conclusions Home Assignment: Mini-test¹²
49&50	<ul style="list-style-type: none"> Monitor vocabulary log Review Mini-test¹² Strategies for the essay Practice with topic sentences Practice with supporting ideas 	<ul style="list-style-type: none"> Updating vocabulary log Strategies for building essay writing fluency Looking at, writing, and checking topic sentences Checking supporting ideas & paragraphs for supporting ideas Writing supporting ideas & supporting ideas in a paragraph
51&52	<ul style="list-style-type: none"> Monitor vocabulary log Practice with details Practice with organising and writing paragraphs¹ 	<ul style="list-style-type: none"> Updating vocabulary log Adding details Adding details to paragraphs Brainstorming Combining related ideas Writing topic sentences Outlining
53&54	<ul style="list-style-type: none"> Monitor vocabulary log Practice with organising and writing paragraphs² Practice with introductions 	<ul style="list-style-type: none"> Updating vocabulary log Adding details to the outline More brainstorming Brainstorming for questions Rewriting introductions
55&56	<ul style="list-style-type: none"> Monitor vocabulary log Practice with developmental paragraphs Practice with conclusions Practice with analysing essays Practice with scoring essays 	<ul style="list-style-type: none"> Updating vocabulary log Writing developmental paragraphs Comparing and contrasting Rewriting conclusions Analysing and scoring essays
57&58	<ul style="list-style-type: none"> Monitor vocabulary log Practice with answering essay 	<ul style="list-style-type: none"> Updating vocabulary log Practice writing essays

GMAT.cz TOEFL (Test of English as a Foreign Language) Preparation Course Syllabus

	questions	<ul style="list-style-type: none"> • Home Assignment: Mini-test13
59&60	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test13 • Strategies for the Listening section • Practice with sounds1 	<ul style="list-style-type: none"> • Updating vocabulary log • Introduction and methodology for the listening section of the test • Identifying the correct sound • Recognising questions and statements • Identifying words that are pronounced the same but have different meanings • Identifying the meaning of the word in the conversation
61&62	<ul style="list-style-type: none"> • Monitor vocabulary log • Practice with sounds2 • Practice with idioms & phrasal verbs 	<ul style="list-style-type: none"> • Updating vocabulary log • Identifying which meaning is correct & multiple meanings • Matching words • Practice with conversations • Understanding idiomatic expressions • Identifying the correct idiom or phrasal verb • Identifying the correct meaning of expressions • Home Assignment: Mini-test14
63&64	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test14 • Practice with various structures 	<ul style="list-style-type: none"> • Updating vocabulary log • Practice with time, quantity and comparisons • Understanding: causatives, negative meaning, & modals • Identifying conditions, and causes & results • Home Assignment: Mini-test15
65&66	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test15 • Practice with understanding meaning from context 	<ul style="list-style-type: none"> • Updating vocabulary log • Identifying the purpose • Understanding responses • Identifying what people are doing • Drawing conclusions • Making inferences based on context • Home Assignment: Mini-test16
67&68	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test16 • Further strategies for listening • Practice with topics 	<ul style="list-style-type: none"> • Updating vocabulary log • Further strategies introduced for listening • Predicting & identifying the topic from the first statement • Determining if the topic is stated in the first sentence of the passage • Identifying a change in topic • Home Assignment: Mini-test17
69&70	<ul style="list-style-type: none"> • Monitor vocabulary log • Review Mini-test17 	<ul style="list-style-type: none"> • Updating vocabulary log • Understanding referents in a conversation or talk

GMAT.cz TOEFL (Test of English as a Foreign Language) Preparation Course Syllabus

	<ul style="list-style-type: none"> Practicing with details 	<ul style="list-style-type: none"> Understanding restatements Getting all the facts Organising details Focusing on details Using details Home Assignment: Mini-test18
71&72	<ul style="list-style-type: none"> Monitor vocabulary log Review Mini-test18 Practice with inferences Mini-test19 	<ul style="list-style-type: none"> Updating vocabulary log Understanding inferences Drawing conclusions Inferring reasons Mini-test19 Home Assignment: Structure Section Practice Test
73&74	<ul style="list-style-type: none"> Monitor vocabulary log Review and trouble-shooting for Structure Section Practice Test 	<ul style="list-style-type: none"> Updating vocabulary log Trouble-shooting for Structure Section Home Assignment: Reading Section Practice Test
75&76	<ul style="list-style-type: none"> Monitor vocabulary log Review and trouble-shooting for Reading Section Practice Test Listening Section Practice Test Listening Section Practice test feedback 	<ul style="list-style-type: none"> Updating vocabulary log Trouble-shooting for Reading Section Listening Section Practice Test with feedback Home Assignment: Writing Section Practice Test
77&78	<ul style="list-style-type: none"> Monitor vocabulary log Review and trouble-shooting for Writing Section Practice Test TOEFL Practice Test1 	<ul style="list-style-type: none"> Updating vocabulary log Trouble-shooting for Writing Section Practice Test Home Assignment: Writing Section Practice Test2
79&80	<ul style="list-style-type: none"> Monitor vocabulary log Review and trouble shooting from both TOEFL practice Tests Final Feedback preparation before exam day 	<ul style="list-style-type: none"> Updating vocabulary log Trouble shooting from both TOEFL practice Tests Final Feedback preparation before exam day

N.B. Students will be given additional TOEFL Sample Tests in the weekends leading up to the exam date.