

The Language Centre Bookshop

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GRAMMAR CATALOGUE 2014 including bilingual

NB. Prices in this catalogue are subject to change, other than specials. Stocks of some titles are low especially those reduced in price. Please note that many titles have been reduced because they have been in stock for some time and are now showing signs of age. They are not second hand and are still wonderful reference books. Please consider this when ordering. Unauthorised returns will not be accepted.

Contents:

- Grammar for primary and secondary
- Specifically for teachers
- Bilingual
- Verb Wheels

30 Worksheets on Usage

Special \$14.95

30 Worksheets on Usage puts common usage problems in focus, and includes worksheets on major areas of usage for which students at secondary levels may need clarification and consolidation.

Advanced Writing skills With Answers

Special \$25.00

Advanced Writing Skills incorporates new concepts for teaching students writing at an advanced level. Language is treated under the three headings of functions, topic notions and grammar, with the aim of training the students to express themselves clearly and accurately, particularly in writing.

The Advanced Grammar Book

\$40.90

Each of the 15 chapters in this text center on a grammatical structure & specific theme. The chapters present sophisticated analyses of each structure, usually in chart form, & feature a variety of written & oral exercises utilizing the structures. Wide variety of thematic topics (such as marriage, making choices etc) enhances student interest & provides a basis for using the structures in context.

Aspects of Language

Special \$20.00

Aspects of Language is designed to help middle secondary students explore many of the types of writing, literary devices and critical thinking skills that are so important to their English studies. Eg alliteration, satire, ballad, slang and 30 more

A Basic English Grammar: Exercises w/key

Special \$11.75

A Basic English Grammar: Exercises provides simple, systematic grammar practice for students from beginner to intermediate level. It includes over 150 contextualized exercises covering all the major structures of English, and many lively illustrations. It can be used in a classroom or for self-study.



Basic English for Foreigners Workbook

\$17.95

This book will help basic level students grasp a rational understanding of the mechanics of the English language and will help students put in writing what they have learnt. Fabulous as a very simple homework or in-class exercise book.

Basic English for Foreigners Workbook Key

\$6.95

This book provides the answers to the exercises in the workbook.

Basic Grammar Facts

Special \$10.00

This text is a handy reference guide for any student or teacher of grammar! It focuses on: parts of speech, types of sentences, punctuation, rules to remember, similar and different words, figures of speech, common abbreviations and mistakes to avoid.

Basic Writing Skills in English: Workbook

Special \$5.55

The Workbook provides copies of all forms, questionnaires, tables of information and letters which students are required to complete. It also provides copies of long or particularly important exercises and space for a fair copy of the student's own writing.

Better English

\$6.65

These workbooks are written to enhance primary pupils' and proficiency of the English language. Efforts have been made to include extra features to stimulate the pupils' interest in learning English and to make the process more enjoyable and enlightening.

Better ways with Verbs

\$13.40

Verbs are vital elements in daily communication, and the verbs you choose to use can make the difference between good and bad speech, and good and bad writing. Better ways with Verbs will guide the teacher towards a more concise knowledge of verbs and their appropriate usage in specific situations. A fun volume.

Better English

Better English workbooks are written to enhance primary pupils' command and proficiency of the English language. Effort has been made to include extra features to stimulate the pupils' interest in learning English and to make the process more enjoyable and enlightening.

Special Features

- Grammar Practice: Important grammar items such as Prepositions, Articles, Conjunctions and Tenses are covered for added practice.
- Widen your Knowledge: Four full pages of general knowledge that ranges from Idioms to Cities of the World are included.
- Word List: Difficult or new words with their Chinese equivalents are listed at the end of each book to enrich the pupils' vocabulary.

Better English 2

Special

\$6.66

Better English 3b

Special

\$6.66

Better English 5b

Special

\$6.66

Better English 6a

Special

\$6.66

Building Better English Grammar (inc separate key)

\$20.10

This book is an excellent reference for revising the most important aspects of English Grammar. It contains detailed explanations of important grammatical constructions along with useful practice

exercises related to each of these. Answers are given in the key. The book also provides a discussion of common difficulties students encounter when using the English. A practical guide to common verbal patterns is included in the appendices. It is a convenient guide for classroom use as well as for students working on their own.

Building English Sentences with Two Verbs **Special \$17.00**

This book gives oral & written practice on the basic English sentence patterns. It also shows the ways in which basic patterns can be combined into longer sentences, & points out structure similarities, to help prevent students from getting lost in a syntactic maze.

Building Strategies – Writing With Ans **Special \$20.00**

Study capitalization, punctuation, parts of speech, spelling, and writing paragraphs. You will learn how to use these skills to write interesting sentences and paragraphs.

Certificate Writing Practice (with separate key) **\$20.85**

The book covers a rich variety of topics: argumentative, expository, imaginative, letter-writing, narrative and speech. In each essay, keyboards, vocabulary and useful expressions are left blank. Readers are encouraged to fill in the blanks with the help of the Chinese explanation and the first letter given as hints.

Check your English - A Four-Skill Grammar Practice Book

These resources provide grammar reinforcements for intermediate students. They are an ideal accompaniment for any major course book & are divided into 20 units which focus on those grammatical areas which need revision and further practice. The units can be used in any order both in class or and by the learner working alone and the cassettes provides contextual backup for the practice exercises.

Student's Bk1 /Teacher's Book /Cassettes (2) \$73.00/set **Special**

Student's Bk2 /Teacher's Book/ Cassettes (1) \$60.00/set **Special**

Sold only as sets

Common Errors in English Language **Special \$15.00**

The main purpose of this book is to teach students how to avoid the more common technical errors. The book should also prove useful to the general student who, without any particular examination in mind, is striving to acquire a feeling for sentence structure and variation and to express himself in intelligible English with a reasonable degree of correctness.



A Complete Guide to Situational Composition **Special \$6.65**

For students preparing for higher level examination, this book is divided into reports, letters, speeches, dialogues, debates, prefaces, circular/notices & testimonials. The purpose is to present in simple, concise and systematic form the major types of situational composition that are likely to appear in the examinations.

A Complete Guide to English Usage for Australian Students **5Ed \$37.50**

This book has been a trusted reference book for Australian students for more than 25 years. The 5ed retains the comprehensiveness and reliability of the previous edition but has been extensively revised to accurately reflect the new Australian Curriculum, including the use of grammatical terms such as 'nominalisation', 'connectives' and 'noun group'. The Communication through Writing section has been re-arranged and extended to reflect the Australian Curriculum categories for types of text (imaginative texts, informative texts, and argumentative or persuasive texts). The Appendix on functional grammar has been retained and is a useful guide to some of the unfamiliar Australian Curriculum terminology, including concepts like modality & cohesion.

Composition Revised 1 and 3

Special \$18.00 ea

These two workbooks start with basic concepts and progress to advanced writing skills. They start with sentences to paragraphs and work through essays.

Composition: The Art and the Technique

These books have been specially written for students who are devoted to the art and technique of composition. The exercises also focus on planning, selecting the most suitable words, vocabulary, sentence construction, writing style, training and practice, applying the rules of grammar, regularly and most importantly the correction of errors. It also finally aims to teach students to be able to develop an effective style of writing for themselves.

Book 3 \$16.15

Book 4 \$23.45

Book 5 18.30

Communicate and Comprehend: Books 5 & 7 **Special 11.15 ea**

This is a series of practical, consumable language – arts workbooks designed to help 8-12 year *primary* old students develop vocabulary, grammar, punctuation, and writing skills.

Communicative English: Books 1, 2 and 3 (inc sep key) **\$21.95 ea**

This is a collection of 3 books, specifically designed for lower secondary students who have just completed their *primary* studies and need to have reasonable grammar skills for essay writing etc. The books are illustrated where necessary. These books aim at revising and consolidating the grammatical points learnt for communication. Each unit provides useful practice of exercises and helpful reviews of grammatical points.

Communicate in writing

Special

\$18.20

Communicate in writing is a course in advanced writing skills. It is suitable for students using English as a study medium, and others who need to write reports and articles in English in the course of their work. It is divided into three sections – describing things and ideas, describing processes and events and developing an argument. It is also a valuable source of practice in reading comprehension.

Composition: Revised 1, 2 and 3

\$21.20 ea

This series begins with basic concepts and progresses to advanced writing skills. Composition 2 and 3 reinforce or expand upon some topics.

Commonly used Expressions for Matriculation and Certificate Compositions

\$20.10

This book is designed to help students come up with ideas and direction to express themselves on a written topic. It has numerous individual sentences about a common theme, thus bringing out a wide range of useful expressions and vocabulary relevant to the topic and showing how they are correctly used.

Concise First Aid in English & answer book **Special \$20.00 for 2**

This is a handy little guide for understanding English terms for *traditional-approach* students and teachers so therefore covering parts of speech as well as antonyms, synonyms, colloquialisms and so much more.

Controlled Composition in Engl as a Second Lang **Special \$10.90,**

The aim of this book to provide the basis for a series of programmed courses to help the student with creative writing in English. The student writer begins by reproducing passages to which he contributes

relatively mechanical transformations until eventually he is able to write creative passages on his own.

A Course Book in English Grammar **\$31.30**

This book covers many of the problems students come across. It then encourages them to find their own answers to the problems and to assess hypotheses about grammatical description. There are exercises at each step, mostly derived from authentic texts, both literary and non-literary

Destination B1 and B2 Grammar & Vocabulary **\$39.99 ea**

Designed for intermediate students based on the European framework scale. Ideal for students preparing for B1 & B2 level exam. 28 grammar units, 14 vocabulary units and 14 reviews, 2 ongoing tests, wide range of exercises, a strong emphasis on revision and consolidation.

Developing Writing Skills in English Student's Book

Can be used by students in higher classes in secondary schools or in higher education centers. The topics covered are: Information about yourself; Your Country; An invitation; A list of instructions: This is what happened; Letters of Inquiry

Developing Writing Skills in English Teachers Handbook

This book accompanies the workbook and the student's book. It explains the course's design and content organization.

Special Set of 2 **\$30.00**



Dictionary of Grammar **\$24.95**

Pages: 320, Size: 13.5 cm x 21 cm

An alphabetical listing from 'a' – a prefix derived from Greek, meaning 'not', 'without' – to 'zeugma' – a stylistic device in which a word, usually a verb, is followed by two words which would not usually be found together e.g. She arrived in a bikini and a flood of tears, and every grammatical term in between. A fabulous reference!

Double Take, Reading and Writing 1 and 3 **Special \$14.50 ea**

This book is part of a three-level skills series written for teenagers to help them develop confidence and fluency of the four major language skills.

Easy Grammar **\$5.95**

This book helps beginners to understand grammar. It also includes self-testing questions that can be filed out in the book or easily photocopied. Ideal for *primary* or low level students. Limited stock.

Easing into Essays student bk & teacher's guide set of 2 **\$39.95**

In this the students will learn about the writing process that will help them pass writing tests. Think of ideas, get them on paper proofread, write a correct and finish with the final paper. Chapters are: Warming up to writing; Easing into essays; Achievement and advice; Tips; Ideas.

The Easy Way to English Grammar **Special \$6.66**

This excellent little 24 page book is an easy way to learn the English language accurately. It features the correction of common errors which flout the rules. Despite its old fashioned appearance it is a fabulous reference to those who want to learn English, but better for those who think they already know it.

Eats Shoots & Leaves – A zero tolerance approach to punctuation

\$24.99

A punctuation repair kit. Fresh & funny. This impassioned and hilarious tour through the rules of punctuation. Entertaining! *Fabulous for teachers or advanced students.*

Effective English Practice 1 For Junior Sec School **Special \$8.90**

Effective English Practice 2 For Junior Sec School **Special \$8.90**

These books take a look at verb forms, sentence structure, vocabulary work and many other important aspects of English writing. They have plenty activities for secondary students.

English Form **Special**

These books, set out in workbook style, are designed to bring students to a point where they can use the English language fluently. They have ample practice in the four basic skills of listening, speaking, reading and writing.

Form 2 **\$13.38**

Form 4 **\$14.50**

English is Easy

These little books are self correcting and well suited to those who are studying and revising.

English is Easy - Express yourself correctly **Special \$5.55**

English is Easy - Express yourself with power **Special \$5.55**

English is Easy - Express yourself concisely **Special \$5.55**

English in Action **\$13.40**

The purpose of this book is to teach students how to understand and speak English. The book follows the direct method of teaching and all exercises are in English. Would suit a traditional teach with low level students.

English Guides 6: Homophones **Special \$14.50**

This book provides extensive information on specific areas of English. This book is suitable for upper-intermediate and advanced students and teachers of English.

English Guides 7: Metaphor **Special \$14.50**

This book provides extensive information on specific areas of English. This book is suitable for upper-intermediate and advanced students and teachers of English.

English Grammar **\$36.95**

English Grammar is an indispensable guide for all students at intermediate and advanced levels. First, it provides a comprehensive reference book of modern English grammar. Second, it looks at language from the student's point of view, and so gives them clear and precise guidance on the areas of grammar they need to master for effective communication.

English Grammar Made Simple w/Ans **Special \$15.00**

This book is an essential companion for elementary to pre-intermediate learners. It can be used in conjunction with any course book or self-study purposes. It features cartoons to contextualise grammatical terms, easy-to-understand explanations with examples, and a clearly laid-out index.

English Grammar for Today With Ans \$22.35

This book approaches not only analytic skills but also the integration of English grammar with other linguistic skills such as composition, comprehension, parsing, tag questions and much more.

English Handbook for Foreign students of English Special \$11.15

This book will help anyone who wishes to communicate clearly & accurately in written or spoken English. It is not intended as a text, but rather as a reference to those who are still not satisfied with their ability to use English for exams or for business or everyday life.

English Proficiency Through Practice \$14.50

Designed for use from secondary levels onwards, this book provides traditional practice exercises in reading comprehension, speaking and discussion, grammatical construction, use of English & pronunciation.

English Structure and Usage 1 Special \$10.05

All the items covered form the basis of good writing- the infinitive, the present tense, the past tense, the perfect tense auxiliary verbs and much more.

English Sentence Structure Review Special \$13.40

The written exercises of this book are designed to aid in the process of syntax review by strengthening control of sentence forming principles. This book gives the reader a step-by-step guide to sentence structures.

English Skills 1,2, 3 – Writing & Grammar \$24.95ea

These workbooks will help students improve their English skills by explicitly demonstrating how the language works. Each contains an answer key and all are suitable for *primary*.

Essential Grammar in Use with bonus CD-ROM! \$42.99

This ever popular bestseller is designed for elementary students. Each lesson contains clear grammar explanations and exercises, and an answer key is included. The book is

designed for self-study and is well presented with many illustrations.

Audio Cassettes and CDs also available, please ask.

Essential Grammar in Use Supplementary Exercises \$21.95

More exercises to supplement and reinforce grammar structures learnt in *Essential Grammar in Use*.

English Grammar in Use With bonus CD-ROM! \$42.95

This popular sequel to the bestseller is designed for intermediate students. The style of each lesson is the same as for the first book, containing clear grammar explanations and exercises, and also an answer key. The level of grammar takes off from where the 1st book left off.

English Grammar in Use Supplementary Exercises \$21.95

More exercises to supplement and reinforce grammar structures learnt in *English Grammar in Use*.

Advanced Grammar in Use \$45.95

This is the 3rd book in the bestseller 'In Use' series, designed for advanced students. The style of each lesson is the same as for the first two books, containing clear grammar explanations and exercises, and also an answer key. The level of grammar takes off from where the 2nd book left off.

Advanced Grammar in Use Supplementary Exercises \$21.95

More exercises to supplement and reinforce grammar structures learnt in *Advanced Grammar in Use*.

Bilingual editions also available:

Grammar in Use: German Edition \$49.95

Grammar in Use: Spanish Edition \$49.95

Grammar in Use: Italian Edition \$49.95

Grammar in Use: Thai Edition \$49.95

Highly recommended**ESL Reader Series 2 Student Work Book + Key \$15.00**

A list of the 40 influential people the author believes that have influenced or changed the world history in some way. It covers over 2800 years from 800 BC to present day. The short biographies are accompanied by questions which are intended their reading comprehension and vocabulary skills.

English Practice - Reading Skills Student WB 2 + Key \$15.00

Intended for middle secondary English for students wanting to Improve their reading skills. Answer Key at the back of WB.

English Practice – Irregular Verbs Student WB 7 + Key \$15.00

Over 2000 sentences/exercises on 120 of the most common irregular verbs.

English Practice: Listening Skills Student WB 4 + Key+CD 21.00

1600 listening exercises *with CD* and 41 texts on *Australiana* for intermediate to advance students.

English Practice: Listening Skills Student WB 8 + Key+CD \$21.00

1200 listening exercises *with CD* and on the *culture* of Australia.

The Figures Of Speech Student WB 1 + Key \$15.00

Explanations, examples & 1100 exercises for English and ESL Students on 45 Figures of speech. Covers topics such as Idiom, Irony, Simile, Double negative, Sarcasm, and much more.

First English Grammar \$27.95

Ideal for students who need to understand and use the most important points of English Grammar. Short clear explanations, Grammar summarized in lists, tables, and diagrams. Easier to use than other grammars. For elementary and intermediate students – or teachers!

HIGHLY RECOMMENDED!

Flippers - Handy Flip Up Study Guides:

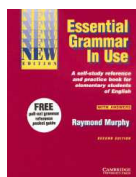
Each flipper contains hundreds of rules, definitions, illustrations, and examples and fits a 3 ring binder.

English Grammar Flipper Special \$13.00**English Punctuation and Capitalization Flipper Special \$13.00****Focus on Composition Special \$22.00**

A major breakthrough in the fields of English as a Second Language and remedial English, this composition text combines both syntactic and rhetorical foci in each lesson and provides intellectual content and challenge from the real world of art, culture and literature. Chapters feature topics such as: Describing a static scene, Describing a person, Making a point and many more

Funny about That! With Answers Special \$10.00

The author of *A taste of Shakespeare* and co-author of *Form and Feeling*, has in this extension text collected a number of entertaining cartoons and used them as a basis for a language-enrichment program for secondary students. An innovative and useful book.

Further English Practice Special \$5.50

This traditional grammar book deals with the revision of basic skills - capital letters, commas, colons etc and covers reported speech, similes. and much more.

Getting To Grips with Punctuation and Grammar \$19.95
(*Getting To Grips with Vocabulary & Getting To Grips with Spelling also available*)

Presented in a straight forward style with an accessible layout, the material is structured both for systematic study and dip-in reference. Numerous examples and practice exercises help to consolidate each point. Adopts a clear, direct approach to set out and explain the accepted rules of written English. Covering the basic building blocks of the language, it will boost your confidence and enhance the effectiveness of your writing style.

Getting Along: English Grammar and Writing Special \$22.00

This book is a beginning level grammar and writing text written to fill the needs of adult learners of English. The text presents all the grammar structures within the context of a single one-day story. The central theme of each chapter is presented in an introductory dialogue, and the grammatical explanations following the dialogue refer back to the chapter's main episode in order to exemplify the grammatical point under discussion.

The pictures may be dated but the content is fabulous.

Golden's Comprehensive English Grammar - Learning & Understanding Correct Usage of Grammar \$19.95

Pages: 158, size 15 cm x 22.5 cm

A unique and a practical reference for high school students as well for students of higher learning institutions. Contains comprehensive and exhaustive details of different parts of speech, agreement of the verb with the subject, transformation of sentences, synthesis, word formation, synonyms and antonyms, some words commonly misspelt etc. to enable the students to comprehend and assimilate the rules of English Grammar. *Teachers too will find everything that they require in this book. It has been designed for individuals, schools, and higher learning institutions.*

Golden's Concise English Grammar - with Q and A \$29.95

Pages: 597, Size 15 cm x 22 cm

More than just a simple reference tool, this publication is a scholarly yet practical guide that is guaranteed to enlighten, educate, and entertain. This book includes everything you always wanted to know about grammar but didn't know whom to ask!

Fabulous for teachers.



Good Better Best 1, 2 and 3 \$27.95ea

A grammar resource written especially for ESL learners. They provides simple grammar explanations and practice activities on topics about life in Australia. Can be used for self study or in class. Contains answers. *Highly recommended.*

Grammarway

Grammarway is a four-level grammar course suitable for classroom or self-study use. The full colour text explains grammar structures to beginners with simple text and colour pictures and photographs. The photo-cartoons show people using grammar in real situations and the exercises are simple and practical. The text is supported by the Grammarway flashcards and teacher's book, which enhance the course for classroom use.

Level 1

Grammarway 1 Student Book with answers \$46.20

Grammarway 1 Teacher's Book \$30.80

Level 2

Grammarway 2 Student Book with answers \$46.20

Level 3

Grammarway 3 Student Book with answers \$46.20

Level 4

Grammarway 4 Student Book with answers \$55.00

Grammar and Vocabulary Practice W/Ans Key Special \$14.50

This book includes:

- Completion exercises: Students must work out where a word is omitted, as well as which word to insert
- Substitution exercises: to increase vocabulary and make students aware of the function of words and phrases in the passage.
- Dictionary exercises.
- A Key is provided.

Grammar (for 8-11 year olds) \$4.95

-Essential Grammar Learning for *Primary* Students

-Covers all the basics in a workbook format

-Teacher Designed

-Interactive with Stickers for rewards enclosed

-*Spelling* and *Tell the time* also available in the same series, also \$4.95

Grammar Expert: Basic, 1, 2, and 3 \$32.95ea

Grammar points are illustrated in cartoon format at the beginning of each unit, then grammar exercises with progressive tests follow. This book helps students study on their own due to concise explanations and clear examples. *Highly recommended*

The Grammar Handbook \$31.30

This classroom text book reviews the points of English grammar at an intermediate level. Each grammar point is presented in a 3 page format. The first page presents the grammar point, the second page provide space for notes and some graphic material which may be used with one of the classroom activities on the next page. The third pages contains many suggestions for the teacher to pick and choose from. Can also be used with Grammar Exercises below.

Grammar Exercises \$31.30

Invites languages learners to interact with the materials, with the language and the culture, and with each other in active, creative, and productive play.

Grammar for Everyone \$39.95

This fabulous practical book provides all who learn or *teach* grammar with these skills in a clear step-by-step process. Grammar should be fun to teach and fun to learn.

Grammar Friends

The step by step grammar presentations in Grammar Friends introduce form, use and meaning in a way that even *young primary beginner learners* can understand and remember. It:

- Builds accuracy and confidence: graded written exercises provide practice and reinforcement.
 - Puts the focus on grammar: familiar contexts and situations, using basic vocabulary, enable pupils to concentrate on learning grammar.
 - Revises & consolidates: regular revision units provide extra practice.
 - Interactive practice: the student CD-ROM features additional exercises and tests for even more practice at home or at school.
- Photocopiable tests: included in the Teacher's Book, plus answer key, letter formation, posture and pencil hold.

Grammar Friends 1-6 student text with cdrom \$37.95

Grammar Friends 1-6 teacher's edition \$9.95

Grammar in Practice

40 units of quick exercises with regular test sections for beginner to intermediate students. Grammar in Practice provides grammar practice in a simple and accessible format. Each book has 40 units of



quick grammar exercises with regular test sections to encourage learners to revise what they have learnt. The books are small and easy to carry so learners can choose when and where they want to study.

Grammar in Practice 1 -6 **\$15.50ea**

Grammar in Practice 2 with key **Special \$11.00**

This grammar exercise book has been written for pre-intermediate students of English. Dialogues, narratives, advertisements, newspaper clippings etc are used to present each point of grammar in context. This title is unrelated to previous series.

Grammar in Many Voices **\$83.95**

This comprehensive text offers "real" passages from accomplished writers, resulting in more interesting & colourful exercises which have value in themselves because they are funny, macabre, informative and inspiring. The passages have been carefully chosen to reflect the multicultural diversity of written language. Suitable only for advanced level students.

Grammar in Use Workbook 1 and 2 **\$13.95ea**

Passages illustrating specific grammar items and text types in authentic contexts are followed by exercises that provide students practice in natural spoken or written English. Has cross-curricular links, mini projects and go-online uses. *Fabulous value!*

Grammar Made Easy (with separate key) **\$26.40**

This book is an analysis of common mistakes in student's writing and is written with the Chinese student in mind. *Limited stock.*

Grammar Made Easy **\$26.95**

Back to basics. Explains terms used in English. Provides numerous examples and exercises to illustrate each point. Contains section on common errors. This great book makes grammar easy to understand and is designed as a guide for both parents and teachers. Answer key and clear index provided. *Highly recommended*

Grammar Revision 1, 2&3 **\$15.70 ea**

This series will give students the opportunity to revise their English grammar and will help them to avoid making common mistakes. Each book contains multiple choice questions and crossword puzzles.

Grammar Time

Grammar Time is a six level series of grammar reference and practice books for *primary* students. Taking students from beginner to intermediate level, it can be used alongside any coursebook for these levels. Through humorous characters and colourful presentations, it appeals to the young students' imagination, while giving them comprehensive grammar explanations and thorough practice.

The Grammar Time Teacher's Book includes:

- A complete map of the contents of Students' Book
- An introduction to the characters, sections and activity types in the Students' Book.
- Useful tips, suggestions and further teaching ideas.
- The key to the exercises in the Students' Book.
- 14 photocopyable quizzes, one for each unit in the Students' Book and their keys.
- 25 Oral activities, one for each unit in the Students' Book.

Grammar Time 1 – 4 Student's Book **\$41.95ea**

Grammar Time 1-4 Teacher's Book **\$9.95ea**

Grammar (One, Two and Three)

Grammar Series is a series of three books which provide extra grammar practice for pre-teenagers and young teenagers. The books can be used with any beginner's course. In the Student's Book, simple dialogues and texts demonstrate the grammar in use. Short, clear 'Grammar lessons' present the rules and 'Words to learn' boxes highlight useful vocabulary. Written and oral exercises enable learners to practice the grammar and improve their accuracy and fluency. The new edition has been revised and updated, and has all new coloured illustrations. As well as the new 'Words to learn' boxes, there is a wordlist in each Student's Book. New revision sections provide even more practice.

The Answer Book contains the answers to the exercises in Grammar Two and six photocopyable tests (also with answers). An audio CD is also included for use in class. This contains recordings of the dialogues and texts which begin each chapter as well as listening activities based on the exercises in the Student's Book.

Grammar One, Two or Three Student Book NE **\$29.95ea**

Grammar One, Two or Three Answer Book/CD Pk NE **\$32.95ea**

Grammar Sense

Comprehensive, yet easy-to-use. *Grammar Sense* is a discourse-based grammar series that gives students a true understanding of the English language and how it works. Each chapter contains- Grammar in discourse, Form, Meaning and Use, Review and Special Sections containing explanations, examples, and exercises. The Workbooks contain additional practice and ideal for homework or independent study.

Grammar Sense text **\$69.95**

Grammar Sense Work book A W/Ans Key **\$27.95**

Grammar Sense Work book B W/Ans Key **\$27.95**

Grammar through text types 1, 2, 3 & 4 **\$17.95ea**

These series are designed to develop and consolidate grammar conventions, introduced through a variety of text types, as means of improving the students' ability to use language more effectively in their own writing.

Grammar Workout **Special \$14.50**

This book offers the learner an innovative approach to grammar using the Dictogloss method. Contains listening, reconstruction and text analysis exercises.

Guide to Better Grammar **\$15.95**

For most of us, an explicit understanding of the 'rules' of grammar is useful only to the extent that it helps us use language more effectively. This book is based firmly on this principle. It concentrates, first, on correcting common errors (and understanding why they are errors); and, second, on encouraging a more adventurous use of compound and complex sentences. Grammatical terminology has been kept to a minimum, used only where this is genuinely helpful.

Guide to Better Punctuation **\$15.95**

Pages: 126, size 12 cm x 18 Cm

The effective use of punctuation is a vital skill for all who write, (or type), for those who will soon be taking examinations, and for all who are learning or using the language. The book sets out to be comprehensive and each of the sections into which the book is divided ends with a generous number of exercises. It will provide a handy, reliable, and precise textbook guide and a useful reference source.

Guided Course in English Composition **Special** **\$20.00**
Guided Course in English Composition Tchr's bk **Special** **\$15.00**

This book is designed for intermediate students who are writing compositions for the first time or for more advanced students who want to develop their writing skills.

How to learn English Quickly **\$32.95**

Choose to: (1) Have fun learning, but with serious intentions. (2) Persevere purposefully and with persistence. (3) Adopt an optimistic attitude: give and receive. (4) Have a desire to listen and to communicate. (5) Write a lot, but Keep It Simple Sweetheart. (6) Employ facts, colours, music and your 5 senses. (7) Create your own library. Put ideas into practice. (8) Gain knowledge. Improve yourself. Be civil. (9) Be strong, allow change, be flexible and bend. (10) Develop self-confidence. Admire your progress. (11) Generate creative thinking and movement. (12) Express feelings. Be willing to speak your view. (13) Find reasons to read this book regularly. (14) Act safely, yet love to go out and explore!

IQ English

IQ English contains puzzles, fun-to-do activities, Vocabulary, Grammar enrichment exercises as well as interesting Cloze and Comprehension passages. The Comprehension passages with inferential questions and other interesting activities will stimulate the children's thinking. Attractive and amusing illustrations help to reinforce the fun approach to learning while complementing the text. *Primary children* will find IQ English a highly stimulating and challenging pack of fun.

IQ English (for Primary 3 and 4) **\$7.80**
IQ English 5/6 **\$7.80**

Improve your grammar skills (Literacy for ELT series) **\$14.95**

This *series* provides students with practice in the basic skills of *grammar, spelling, writing, and study skills*. Students can work through the exercises independently or in small groups at their own pace. Some answers are provided, enabling students to correct their own work. Can be used as a classroom text or homework book.

In Plain English **Special** **\$14.50**

For students that have completed at least 100 hours of ESL instruction. A marriage of life skills and structure, this series includes a rich variety of activities, role playing, guided conversations, pronunciation exercises and reading & writing practice.

Just Write Visual Material for Project Work **\$10.05**

Just Write Visual Material for Project Work Tch Bk **\$7.80**

This book is picture composition material with a difference. It offers a wide range of writing activities at the post-elementary level project: a main magazine. It can be used to accompany any main course. The student's book contains a variety of visual material (pictures, maps, plans, games etc) together with related activities. The teacher's book shows you how to exploit the material and even develop it into a magazine.

Learning Grammar Through Writing **Special** **\$18.00**

This workbook is a correcting tool to be used by students in concert with their teacher. It helps the student reinforce the fundamentals of effective grammar by appraising and correcting their own work. Students write a composition and then correct only the errors the teacher indicates. The teacher can thereby ensure a high rate of success.

Living with English Book One **Special** **\$15.00**

Not for the faint hearted, this book reconciles two perspectives on language - that language is shaped according to the task it performs and that language needs to be described in its own right. Ideal for teachers with a traditional bent.

Look Up 1 2,3,4,5 & 6 Student Bk & WB with CD **\$37.95 ea**

Integrated Workbook gives the student quick reference to grammar & vocabulary. Focus on reading, talk about real world subjects.

Macmillan English Grammar In Context

Essential with CD-ROM & KEY (elementary level) **\$42.95**

Intermediate with CD-ROM & KEY **\$42.95**

Advanced with CD-ROM & KEY **\$42.95**

A three level grammar practice series, that can be used in both the classroom and for self study. A series that takes students from the traditional practice of grammar forms through to topic-based exercises.

- Includes CD-ROM with unit-by-unit interactive practice exercises and fully searchable glossary and contextual Vocabulary
- Includes a focus on lexical grammar with work on collocations propositions and common verbs
- Examples demonstrate the real-world usage of English grammar

Making Sense of Text **\$28.00**

Written in an innovative, easy-to-follow, practical series, *Making Sense of Language*, introducing students and teachers to *systemic-functional* grammar. Also contains exercises.

Making Sense of English Usage **Special** **\$16.45**

*Dictionary format

*explanations for changes in modern English usage

*descriptions of the most important features of current language variations and how they are interrelated

* by David Chrystal

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Manhattan English Study Guide **Special** **\$7.80**

The Manhattan English Study Guide is specially written to prepare pupils for the *Primary* School Examination

Special features

-Complete coverage of the latest English Syllabus

-Revision notes for easy and systematic revision

-Challenging Comprehension and Cloze Passage exercises

-Specimen examination papers to familiarise pupils with the actual examination questions

-A complete answer key

Mastering Prepositions 4, 5, 6 (PRIMARY)

This series of books contains exercises to learn to use the right prepositions - always a tricky area for second language learners.

The Mastering Prepositions is specially designed to help primary pupils to use the correct prepositions. The exercises on Prepositions, Cloze Passages and Phrasal Verbs are carefully planned and graded. Ample practice is provided to train the pupils to write confidently and effectively. Answer key is provided.

Mastering Prepositions 4 **\$8.90**

Mastering Prepositions 5 **\$8.90**

Mastering Prepositions 6 **\$8.90**

Master Your English – Nouns and Pronouns Special \$5.55

This little book covers all types of nouns and pronouns : from common to collective and discusses issues of gender and plurality via the use of short passages so the learner can see the words in context.

Modern English Grammar Special \$11.15

This is a book for teachers, senior students and all those who would like to be able to write and speak their own language more correctly.

My Words – Comprehensive English Skills BK2 w/Ans \$24.95

Aimed at developing students' understanding of the English language and to use it with authority & confidence.

On Your Own 1 Special \$6.45

This handy little book contains a set of 100 exercises designed for use by students working together or alone without a teacher.

Oxford Practice Grammar

Basic with CD-ROM & KEY \$44.95

Intermediate with CD-ROM & KEY \$45.95

Advanced with CD-ROM & KEY \$46.95

A three-level English grammar practice series for the classroom or self-study with clear explanations and lots of extra practice. Each level has an interactive Practice-Boost CD-ROM. Develop your grammar know-how. Grammar structures explained in Detail. Extended practice activities build your confidence. Online diagnostic test. Multiple choice test on CD-ROM. *Highly recommended.*

Oxford Primary Skills: Reading and Writing

Oxford Primary Skills is a six-level supplementary series to develop reading and writing skills in the primary classroom. Each unit is very clearly structured, and includes vocabulary work as well as step-by-step reading and writing tasks. Contains:

- A broad range of text types, with a particular focus on real-world topics

- Thorough, systematic development of reading sub-skills

- Graded writing tasks, with a clear outcome

- More words section extends the vocabulary areas in the units

The series is accompanied by Audio CDs with recordings of the reading passages, and a website with notes and guidance for teachers.

Oxford Primary Skills: Reading and Writing books 1-6 \$23.95ea

Oxford Primary Skills: Reading and Writing Cds 1-6 \$39.95 each

The Paragraph Book Special \$19.00

Explanations are simple and brief. Exercises are arranged from simple to complex. The text is designed to elicit student response with minimum amount of instructional guidance. The student works in a controlled setting that carefully guides him to desired competencies.

Picture Grammar for Children

Picture Grammar for Children is a lively and colourful grammar practice series for *young learners*. It's fun to use and easy to teach and is compatible with any course. Grammar is presented in an original and appealing way through vocabulary-rich topic-based spreads which are followed by a range of grammar practice activities.

Key features

- Vocabulary and grammar are introduced side by side in meaningful contexts

- Highly illustrated topic-based units are carefully selected to reflect students' interests

- There is a balance between controlled exercises and those which allow students to use language creatively

- Review units give opportunity for consolidation and further practice.

-Students can work through the units systematically or in any order.

Picture Grammar for Children Starter Student book \$31.99

Picture Grammar for Children 2,3,4 Student book \$31.99ea

Picture Grammar for Children Starter to 4 Key \$11.95

Plurals and Possessives Through Pictures Special \$15.00

Often students learn better through pictures. The material moves from easy to hard. Students can act out grammatical constructions in order to demonstrate that they understand. The illustrations in this book may help the student's increase their reading ability.

Practising Grammar Workbook 2: with answers Special \$9.00

This pre-intermediate book provides extensive written practice of common grammatical structures and can be used for homework set by the teacher or for extra practice by the student working alone.

Practical English Usage for HKCEE \$26.40

Practical & easy to understand. Plenty of exercises to test and refine your skills. A separate answer key so you can work at your pace.

Practice in English Usage for HKCEE \$20.10

The aim of this book is give students the chance to practice general English questions on various aspects of the language tested in the HKCEE.

Practical English Usage New Edition \$59.95

This is a dictionary of problem points in the language for foreign learners - *and their teachers*.

A Practical English grammar: For the use of schools and private students \$29.95

This book will help the student form correct habits of speech. Will appeal to readers who approach grammar in a traditional way, and like to do exercises, or provide exercises for their students.

Practice in English Structure

There are five books in the series *Practice in English Structure*. The series is written for the learner of English and includes the more important points of structure and grammar, via sentence patterns. Copious and illustrative examples follow each pattern so that the learner may be helped to discover and apply the rule or structural technique without confusion.

Books 1-5 Special \$20.00 ea

Practise Your Skills Books 1 & 2 Special \$10.00 ea

Practise Your Skills is a series of English extension texts designed for secondary students which provide practice in the many language skills needed to communicate effectively. In each chapter, a skill is identified, explained and reinforced with numerous exercises. Supplementary exercises are provided in the "on your own" section of each chapter.



Preparing for Secondary English w/Ans \$22.95

This book ensures students in their final year of *primary* school have mastered the skills and concepts they need before starting secondary school of English. This book covers basic skills of grammar, punctuation, spelling and reading and writing types.

The Prepositions Book Special \$19.95

English prepositions are small but confusing words. This book is broken into 3 parts:

- * the first deals with concrete or literal uses of prepositions
- * the second deals with more abstract meaning
- * the third with prepositions after verbs

The Problems Book **\$20.10**

This book deals specifically with mistakes of English grammar, idiom and usage which are commonly made by *Chinese students*. Separate answer key also provided.

Process Writing Portfolio Program

The *Process Writing Portfolio Program* is designed to help middle school and high school students become competent, literate writers. This unique program blends process writing techniques with the mechanics of good writing.

Student Book / Teacher Book set **\$15.60** **\$24.60**

Punctuation for Review and Reference w/Ans **\$25.70**

This book is a concise and practical guide to the punctuation, this book is designed for learners of English as well as for writers who would like to sharpen their punctuation skills, *Punctuation for Review and Reference* provides clear, user-friendly explanations with special emphasis on the pitfalls that plague writers everywhere.

Punctuation Puzzles **Special** **\$11.00**

The lively series is designed to help *primary students* practice basic and essential skills. Enter the eccentric "Stone Age" world of the Og family and have fun helping them play their games, solve their problems and correct their mistakes.

Reply Requested **Special** **\$15.00**

The purpose of these letters is to motivate real communication practice. Students read authentic letters written to agony aunt Ann Landers and meet the challenge of writing their own replies. They also practise speaking skills by discussing each problem and by role-playing.

Ready To Write – First composition text **\$42.95**

With an enhanced focus on the steps of the writing process, this book teaches high-beginning and low-intermediate students the composition skills they need to be successful in and out of the classroom.

Ready To Write More – From Paragraph To Essay **\$42.95**

Intermediate to high-intermediate students learn paragraph development and gain essay skills essential for successful academic work.

Senior English Now **Special** **\$20.00**

This book has been specifically written for year 12 English studies students, especially those looking to enter TAFE or employment.

Senior Text Types – a writing guide for students **\$23.95**

This book is a reference tool for students in the aid of 30 different types of written texts. It includes general academic essays, specific essays on poetry, plays, novels and Shakespeare. Formal reports and meeting, film & book reviews, narrative fiction, poetry and short story writing, media articles, speeches, job applications and interviews.

Sense and System in English Sentences **\$39.15**

This is a practical handbook covering an area of grammar which up to now has not received systematic attention in textbooks for teachers

and students of English: The structure of clauses and sentences and how these are built up and linked together.

Spot Drills Grammar exercises 3 w/AnsKey Special **\$20.10**

This is an illustrated grammar exercise book in which each page emphasizes a specific grammatical structure and progresses from easier to more open ended exercises which offer the opportunity for extensive and written practice.

Steps to Basic English 1 **\$19.30**

A functional approach to grammar is adopted whereby rules are reduced to a minimum. Adequate examples are given, followed by exercises with contents drawn from students' real life experiences. So easy to use!

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This book provides a number of practical guidelines that should assist students in expressing themselves more effectively through writing

Steps to Summary: A Complete Guide plus key **\$16.45**

This book guides students through a number of practical steps designed specifically to help them write better summaries and to do so more efficiently.

Steps to Directed Writing: A Complete Guide plus key **\$16.45**

This book guides students through a series of practical steps designed to help them complete directed writing questions successfully.

Student's English Grammar Exercises (With Ans) Special **\$17.00**

Designed for intermediate and beyond, the exercises in this book are of various types and lead to a variety of classroom activities. Exercises which ask the students to describe the different situations in which similar pairs of sentences would be used are particularly good for stimulating group discussion and activity.

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This book has been specially written to answer the need for appropriate exercises in Reading Comprehension, Matching Columns and Transformation.

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This colourful book prepares students to write all types of composition, including descriptive, discursive, narrative, reports, articles, letters, emails, transactional letter/emails and reviews. Each unit starts with a listening activity, such as a news extract, to stimulate interest. This is followed by analysis of the extract, and then plans to and model compositions to help the students produce their own successful pieces of writing. Finally there are revision and extension sections provided.

Student book \$49.95 Teacher's book \$29.95 CD \$15.00

Successful Writing – Upper Intermediate

Provides thorough preparation for different types of writing necessary for students at upper-intermediate level such as all types of composition, including descriptive, argumentative, discursive, narrative, reports, articles, letters, transactional letters and reviews. Uses the same format as above ie each unit starts with a listening activity etc. Suitable for students wanting to prepare for Cambridge FCE exams.

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Supplementary Grammar Exercises 1 w/Ans Special \$7.70

This book provides systematic and lively grammar practice for students in their first year of English. Don't like making up exercises for your students? Use these!

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A fabulous little book to assist students with 21 different types of written text.

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A lively series which offers a refreshingly different approach to English.

- **Text Types 1** covers poetry, drama, recount, explanation and discussion.
- **Text Types 2** covers narrative, procedure, information, report and exposition.

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This book is a revision course for intermediate level students. 20 key 'problem areas' of English are covered extensively in one of the 4-page units. Can be used as an in class text or for self study.

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Invaluable advice on how to recognize, understand and use prepositions correctly.

- Thematic presentation
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- Guidance on word classes followed by certain prepositions
- Exercises for self testing. **Highly recommended.**

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Pages: 204, size: 13.5 cm x 21cm

Book contains:

- Part of Speech.
 - Verbs.
 - End Punctuation.
 - Nouns and Pronouns.
 - Adjectives and Adverbs.
 - The Comma.
- And so much more

Understanding English Grammar – A work book for upper secondary and adult learners \$22.00

A practical guide to everyday English which takes a traditional approach to English grammar. It focuses on words and sentences. It also looks at the ways punctuation and grammar work together to make written English easier for readers to understand. Australian publication. **Highly recommended.**

Using English – practical WB of current usage \$21.95

This workbook will take you on a practical journey of discovery concerning the usage of the English language. Covers many neglected aspects of English such as abbreviations, group terms, prefixes and proverbs, as well as more commonly addressed aspects such as punctuation, contractions, plurals and irregular verb forms.

Use Your English Special \$6.00

This is beginning/ literacy level course has three principal objectives: to develop confidence in everyday situations, to enable students to use English effectively and to help students cope with unexpected responses.

The Verb Tenses Book \$20.10

This book deals with English tenses and their meanings and it concentrates on points that cause problems. It contains lots of examples and exercises and has a separate answer key. Contents are broken into, present time, future time, past time, passive modals and reported speech and some special meanings associated with tenses.

Visions – A Pre-Intermediate Grammar Special \$44.00

Emphasizing speaking and listening skills in everyday language, as well as natural, practical language use. For low intermediate level students. Contains:

- Dialogues and readings
- Grammatical explanations
- Examples in context
- Numerous open-ended creative-response exercises and
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Where does the story begin? How does it end? Why did she leave him? Etc etc. You will find the answers to these and many other questions as you create your own stories from the 12 groups of photos...

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This book covers 160 of the most important irregular verbs that learners have to understand in order to be able to use their past and perfect tenses correctly. This book highlights the irregular parts of these verbs, defines their meanings and shows their correct uses.

Write to Succeed: Practical Composition, Mechanics and Usage

Divided into two sections, this book provides very practical assistance to help students to develop their writing skills

*Practical Composition covers areas such as how to write a business letter clearly, express an opinion, make a report, summing up an event, and so on...

* Mechanics and Usage covers run-on sentences, verb forms, common idioms and much more.

Write to Succeed 2 Student book **Special** **\$22.00**
Write to Succeed 2 Answer Key **Special** **\$11.00**
Must be sold together

Write Now! English 6 **Special** **\$5.55**

The Write Now! English is aimed at developing and consolidating primary pupils' writing skills.

Short and simple notes are given in each book to guide pupils on how to write the different types of composition questions. Visual material like pictures and maps have been used to make the exercises more lively and to indirectly reinforce the understanding of concepts.

Writing as a Thinking Process **Special** **\$25.00**

This book provides unique and innovative instruction on *expository writing*. The method of teaching focuses on intellectualization. The kind of written prose aimed at is that which is primarily clear and suitable for essay type examinations and reports. Fabulous reference for advanced students.

Written Communication w/Answer **Special** **\$10.00**

With this traditional little book you will learn the entire basis of writing, such as the use of comma, or semi colon, what a split infinitive is, and why you shouldn't split it, and different kinds of structure for sentences. Lots of good content for a slim volume.

Writing Composition 1-6 **\$17.99each**

A straightforward, practical programme for developing English language skills in *Primary* classrooms. Each strand consists of six levels and provides:

- coverage of core skills
- carefully controlled language
- regular revision
- support for teachers

Writing supports the development of fluent handwriting and essential compositional skills. Each book consists of 20 focus texts, followed by activities which promote:

- understating* drawing attention to specific writing features
- independence* develops confidence in independent writing
- accuracy* develops legibility, punctuation etc.

SPECIFICALLY FOR TEACHERS

English grammatical structure **\$40.30**

English grammatical structure is an inventory of sentence patterns, grammatical structures and lexical items which could be used as a guide in the planning of curricula, textbooks and readers for the teaching of English as a foreign language. The book is divided into six stages, with a summary at the end of each. In addition, eight appendixes provide material suitable for testing the student's command of English after the items in the six stages have been taught. These cover irregular verbs, verbs patterns, phrasal verbs, adverbs, and prepositional phrases associated with frequently-used verbs and adjectives. The book has been designed not only for the textbook writer but also for the teacher of English who wishes to produce his own material to suit the particular needs of his students.

Genre, text, grammar: Technologies for Teaching and Assessing Writing

\$51.50

Genre, text, grammar: Technologies for Teaching and Assessing Writing is a comprehensive reference text that examines how the tree aspects of language (genre, text and grammar) can be used as resources in teaching and accessible account of current theories of language and language learning, together with practical ideas for teaching and assessing the genres and grammar of writing across the curriculum.

An essential text for tertiary students of primary and secondary education, as well as an ideal reference for practising teachers in mainstream and TESOL environments, its important features includes:

- a model of language grounded in the relationship between genre, text and grammar
- the 'genre as process' model of teaching and learning

An examination of the genres of writing: describing, explaining, instructing, arguing and narrating.

Annotations of a range of students' writing are provided to indicate structural and grammatical features. The text also includes a diagnostic model of assessing writing, many practical ideas for classroom use and a comprehensive account of grammatical terms.

The origins of Grammar

\$64.90

Evidence from early Language comprehension

The origins of Grammar present a synthesis of work done by the authors, using one of the most important methodological, advances in language learning in the past decade: the intermodal preferential looking paradigm, which can be used to assess lexical and syntactic knowledge in children as young as thirteen month of age. The origins of Grammar provides a new way of thinking about the process of language comprehension. The Analysis borrows insights from theories about the development of mental models, models of early cognitive development, and systems theory and is presented in a way that will be accessible to cognitive and developmental psychologist. The chapters include: theories of Language acquisition; The Intermodal Preferential looking Paradigm; infant' Perception of Constituent Structure; Single Word speaker's Comprehension of Word Order; Young Children's use of Syntactic Frames to Derive meaning; and A coalition Model of Language Comprehension.

Grammar in Teaching

\$29.95

Grammar has long been part of education. Yet the place of grammar in schools has been played down in recent decades. Now it's enjoying a revival, attracting interest and attention in schools and in the community at large. There's also been some controversy over different approaches to grammar – traditional or modern, formal or functional – and some teachers have been uncertain what to do. Yet, at the same time other teachers have been exploring ways of bringing grammar into their teaching, tentatively at first but with growing confidence.

The book suggests many ways of incorporating grammar in teaching at the primary level, though it has broad relevance to teaching at other levels as well. Readers are invited to consider the issues and to enter classrooms where teachers and students are exploring grammar, language and much more. Here are ideas, inspiration and a challenge for all teachers as they help to develop children's language competence and their understanding of language.

Grammar for English Language Teachers

\$39.95

An invaluable resource helping teachers at all levels of experience to develop their understanding of English grammar. Grammar for English Language Teachers is designed to help practising and trainee teachers to develop their knowledge of English grammar systems. It encourages teachers to appreciate factors that affect grammatical choices, and evaluates the 'rules of thumb' presented to learners in course materials. Consolidation exercises provide an opportunity for

teachers to test these rules against real language use and to evaluate classroom and reference materials. *Highly recommended.*

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Irregular Verb Checker 18 cm diameter

Check you know the past simple and past participle of the most common irregular verbs on one side, and how to pronounce them on the other.

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