

Speaking Ex. > TOEFL Questions 3 & 4

- > **Understand** information in reading and listening passages.
- > Take notes of important information and use it in your spoken response.
- > **Synthesize** background information with more specific information.
- > Synthesize the information given in the reading and listening passages and highlight principles or differences between them.
- > Recognize a speaker's purpose and attitude.
- > **Paraphrase** information.

PROCESS	STRATEGY
Read and listen	Take notes of the important information in the reading and listening passages.
Read the question and understand the task.	Identify the relationship between the information from the listening passage and that from the reading passage. What aspects of each does the prompt want you to discuss?
Organize the ideas.	Arrange the ideas from the listening and reading passages. Think of a topic sentence that reflects the information.

Practice 1 – Reading & Conversation

Step # 1 > Read the following information. Write five keywords or key phrases that would be useful in explaining this passage to someone else.

Notice to Museum Patrons	Keywords / Key phrases
Starting next month, the university art museum will begin charging an admission fee of \$6 to offset costs. This summer the museum will begin construction on a new wing to house its collection of ancient Greek pottery. In addition, the museum will be hiring a tour guide to give patrons the most educational experience possible. To encourage students to use the museum, it is offering a 50% discount when a university ID is presented.	

Taken from Edmunds, P., McKinnon, N., & Zeter, J. (2009) Building Skills for the TOEFL iBT. 2nd Ed. Compass Publishing. US

Adapted by Andrés Barón-Ávila
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LIVEWORKSHEETS

Tip > Look at the key words. Restate the passage in your **own words**.



Step # 2 > Listen to a conversation related to the previous passage. As you listen, take notes on important information. Write down five (5) keywords or key phrases that would be useful in explaining this information to someone else.

Step # 3 > Read the prompt below. Fill in the blanks with the most important ideas from both the reading and listening passages. **Write down the main points you need to speak about.**

The man expresses his opinion regarding the announcement. State his opinion and explain the reasons he gives for holding that opinion.

Opinion The man thinks it is _____ for the museum to charge the admission.

Reason 1 The museum already has enough _____.

Detail _____ and _____ provide adequate money for new _____ and _____.

Reason 2 Students who _____ have to go to the museum to complete their _____.

Detail Students already have to _____ so they should not have to pay admission.

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Step # 4

Listen to a sample response. Write down any useful expressions.

Step # 5

Now create your own response using words and expressions from previous steps. Use the prompts below to help you.

The man _____ with the policy of charging admission to _____.
He thinks it is _____ since the museum _____ for
a new _____ and to hire a new _____. It receives plenty of funding from
_____ and _____. Also, he does not think
_____ should pay. They are required to go to _____ and
already _____.

Step # 6

Read your response out loud. Try to read it slowly and clearly. Practice saying the whole response several times till you sound natural. Then, say the response without looking at the text.



Practice 2 – Reading & Conversation

Step # 1

Read the following information. Write five keywords or key phrases that would be useful in explaining this passage to someone else.

Department Notice	Keywords / Key phrases
The History Department is now offering its eight week Research Methods seminar free of charge beginning September 28. The seminar used to be available to students at a cost of \$120. Due to lack of interest, the department has decided to offer them for free in hopes of attracting students. The seminar is being held on Saturday mornings from 9:30 am until 11:30 am so it will not conflict with students' class schedules during the week.	_____

Tip > Look at the key words. Restate the passage in your **own words**.



Step # 2 > Listen to a conversation related to the previous passage. As you listen, take notes on important information. Write down five (5) keywords or key phrases that would be useful in explaining this information to someone else.

Step # 3 > Read the prompt below. Fill in the blanks with the most important ideas from both the reading and listening passages. **Write down the main points you need to speak about.**

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The woman gives her opinion regarding the announcement. State her opinion and explain the reasons she gives for holding that opinion.

Opinion The woman _____ with the _____.

Reason 1 The History Department is _____.

Detail Many students will only attend because _____.

Reason 2 The _____ will _____ with students' schedules.

Detail Many students _____ on Saturday mornings.

mp3 file

Step # 4 > Listen to a sample response. Write down any useful expressions.

Step # 5 > Now create your own response using words and expressions from previous steps. Use the prompts below to help you.

The woman _____ with the History department offering the _____.

She says that they are _____. She thinks _____ are not going to be interested in _____; they will only _____ the seminar so they can _____. Also, she says that even though the seminar is _____, it will still conflict with _____. Many students _____ on the weekends to _____.

Step # 6 > Read your response out loud. Try to read it slowly and clearly. Practice saying the whole response several times till you sound natural. Then, say the response without looking at the text.

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LIVEWORKSHEETS

Practice 3 – Reading & Lecture

Step # 1 > Read the following information. Write five keywords or key phrases that would be useful in explaining this passage to someone else.

Non-Verbal Communication	Keywords / Key phrases
Linguistic communication takes many forms—speech, sign language, and even computer languages. These are all considered varieties of linguistic communication. There is a very powerful method of communication known as non-verbal communication. This is defined as “any message expressed by non-linguistic means.” These include facial expressions, gestures, and body stance. Non-verbal communication serves many functions. It can mirror, or repeat, one’s spoken words. Furthermore, non-verbal communication can be used to accent one’s spoken language. Used in that way, the meaning of a word is emphasized.	

Tip > Look at the key words. Restate the passage in your **own words**.



Step # 2 > Listen to a lecture related to the previous passage. As you listen, take notes on important information. Write down five (5) keywords or key phrases that would be useful in explaining this information to someone else.

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LIVEWORKSHEETS

Step # 3 > Read the prompt below. Fill in the blanks with the most important ideas from both the reading and listening passages. **Write down the main points you need to speak about.**

Using the examples in the lecture, explain the functions of non-verbal communication.

Main idea There are two _____ of non-verbal _____.

Key point 1 _____ communication can be used to _____ *sth* spoken.

Example Saying _____ something is and _____ to it.

Key point 2 Non-verbal communication can be used for _____ *sth* said.

Example Pointing to _____ your _____.

mp3 file

Step # 4 > Listen to a sample response. Write down any useful expressions.

Step # 5 > Now create your own response using words and expressions from previous steps. Use the prompts below to help you.

The passage defines _____ as non-linguistic communication, including _____. Two of its functions are _____ and _____. First, the professor illustrates _____. He says when you say the _____ and then _____ to the location, you are basically repeating your _____ with a _____. Next, he says pointing _____ at a friend _____ fault is an example of the _____.

Step # 6 > Read your response out loud. Try to read it slowly and clearly. Practice saying the whole response several times till you sound natural. Then, say the response without looking at the text.

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LIVEWORKSHEETS

Practice 4 – Reading & Lecture

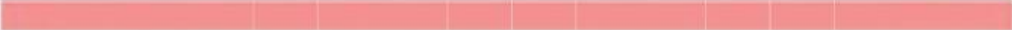
Step # 1 > Read the following information. Write five keywords or key phrases that would be useful in explaining this passage to someone else.

Geophagy	Keywords / Key phrases
Geophagy refers to the practice of eating dirt and soil, and it has been going on for thousands of years. Generally, mineral-rich soils like clay are eaten by those who engage in geophagy.	_____
Geophagy can be observed in many species of animals. Birds, deer, dogs, and butterflies are just a few examples of animals that eat dirt to help them digest their food. In addition, different human groups around the world eat dirt as a nutritional dietary supplement.	_____

Tip > Look at the key words. Restate the passage in your **own words**.

 **Step # 2 >** Listen to a lecture related to the previous passage. As you listen, take notes on important information. Write down five (5) keywords or key phrases that would be useful in explaining this information to someone else.

Step # 3 > Read the prompt below. Fill in the blanks with the most important ideas from both the reading and listening passages. **Write down the main points you need to speak about.**



 The professor gives examples of geophagy. Discuss how these examples explain the practice of geophagy. 

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Main idea There are _____ why people and animals _____.

Key point 1 Animals, such as _____ eat dirt.

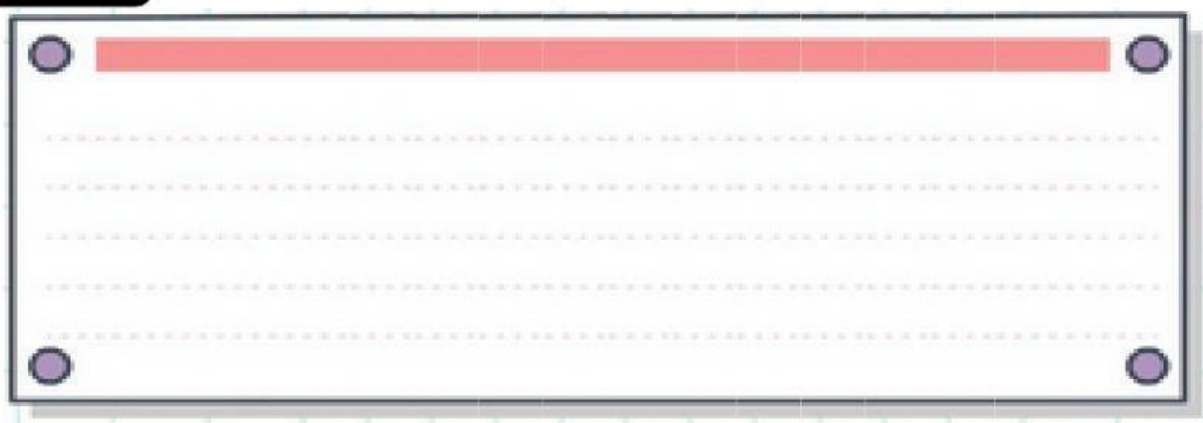
Example Birds eat dirt because _____.

Key point 2 Humans practice geophagy mainly to _____.

Example Pregnant women and _____ often eat dirt to get _____.

mp3 file

Step # 4 > Listen to a sample response. Write down any useful expressions.



Step # 5 > Now create your own response using words and expressions from previous steps. Use the prompts below to help you.

The passage talks about geophagy, or _____. The lecture gives examples and reasons why _____. First, the lecture gives the example of _____. They eat dirt because it helps _____. Second, humans eat dirt to get _____ in their _____. The lecture supports this by saying _____ in traditional societies _____ to get minerals needed for _____.

Step # 6 > Read your response out loud. Try to read it slowly and clearly. Practice saying the whole response several times till you sound natural. Then, say the response without looking at the text.

