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PROFICIENCY MASTERCLASS: STUDENT'S BOOK

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TEACHER'S BOOK

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CAMBRIDGE ENGLISH PROFICIENCY MASTERCLASS

TEACHING VOCABULARY TO HIGH-LEVEL LEARNERS [TEACHERS PACK].

CAMBRIDGE ENGLISH: PROFICIENCY (CPE) MASTERCLASS: STUDENT'S BOOK WITH ONLINE SKILLS AND LANGUAGE PRACTICE PACK

MASTER AN EXCEPTIONAL LEVEL OF ENGLISH WITH CONFIDENCE.

OUP Oxford Covers all the new task types for the revised 2013 exam Online Skills and Language Practice pack Strong focus on contextualised grammar and vocabulary Writing guide with writing improvement tasks Over 150 skills-training, exam-practice, vocabulary and grammar exercises to do online Grammar reference section by expert George Yule

PROFICIENCY MASTERCLASS

WORKBOOK WITH ANSWERS

For students taking the advanced Cambridge Certificate of Proficiency in English exam. In response to popular demand, this new Workbook has been prepared for use with the best-selling Proficiency Masterclass course.

PROFICIENCY MASTERCLASS : STUDENT'S BOOK

FOUNDATION IELTS MASTERCLASS: STUDENT'S BOOK

This course provides optimum IELTS Academic preparation in the classroom and at home for students working in a band score of 4.5-5.5.

CAMBRIDGE GRAMMAR FOR CAE AND PROFICIENCY WITH ANSWERS AND AUDIO CDS (2)

Cambridge University Press Cambridge Grammar for CAE and Proficiency provides complete coverage of the grammar needed for both CAE and Proficiency with plenty of exam practice at the same time. Grammar is presented in a listening context giving students the chance to hear it being used in realistic situations and making it easier to remember. It includes the full range of exam tasks from the Reading, Writing and Listening papers and shows how grammar knowledge is tested in each of these. Informed by the Cambridge Learner Corpus, grammar is presented in genuine contexts and the book covers the errors students really make.

CAMBRIDGE ENGLISH FIRST MASTERCLASS

STUDENT'S BOOK WITH ONLINE PRACTICE

The contemporary design and updated material in this revised edition will motivate students preparing for the 2015 Cambridge English: First exam. The exams skills training activities and tips give students confidence when approaching FCE tasks. The Student's Book includes access to an online practice test, as well as Online Skills Practice, to give learners plenty of support outside class.

FIRST CERTIFICATE MASTERCLASS

STUDENT'S BOOK

Oxford University Press, USA The highly successful course for ambitious Cambridge FCE candidates.

CAMBRIDGE ENGLISH PROFICIENCY MASTERCLASS

TEACHER'S PACK**CAMBRIDGE ENGLISH PROFICIENCY 2 STUDENT'S BOOK WITHOUT ANSWERS****AUTHENTIC EXAMINATION PAPERS FROM CAMBRIDGE ENGLISH LANGUAGE ASSESSMENT**

[Cambridge English](#) Cambridge English Proficiency 2 contains four complete and authentic examination papers for Cambridge English: Proficiency, also known as Cambridge Certificate of Proficiency in English (CPE). This collection of examination papers provides the most authentic exam preparation available. These examination papers allow candidates to familiarise themselves with the content and format of the exam and to practise useful examination techniques. Audio CDs containing the exam Listening material, a Student's Book with answers, and a Student's Book with answers with downloadable Audio are available separately.

ADVANCED MASTERCLASS CAE.**STUDENT'S BOOK. 1****CAMBRIDGE ENGLISH: PROFICIENCY (CPE) MASTERCLASS: ANSWER KEY BOOKLET****MASTER AN EXCEPTIONAL LEVEL OF ENGLISH WITH CONFIDENCE.**

OUP Oxford Answer key for all the exercises in the Student's Book

IELTS VOCABULARY MASTERCLASS 8.5 (C) BOOK 3 + IELTS LISTENING & READING DICTIONARY**DOMINATE PROFICIENCY LEVEL VOCABULARY FOR IELTS LISTENING, READING, WRITING & SPEAKING (IELTS VOCABULARY BOOK 3 (C))**

IELTS Vocabulary Masterclass 8.5 (c) BOOK 3 + IELTS Listening & Reading Dictionary - Dominate Proficiency Level Vocabulary for IELTS Listening, Reading, Writing & Speaking (IELTS VOCABULARY BOOK 3 (c))The Masterclass to 8.5 is simple: This book is not designed to be an exhaustive list of words, but instead, a focused and easy-access guide for exam preparation + an IELTS Listening & Reading Mini-Dictionary. Review any sections that you feel you need to and use them as a starting point for further research and practice. 1. Read the definitions and write down an example sentence for each vocabulary item. 2. At the end of each topic chapter, you'll find an exercise to review your understanding of the vocabulary. The examples in the exercises are fragments from IELTS Speaking, IELTS Writing, IELTS Listening and IELTS Reading style questions and answers. After reading the definitions, complete the example sentences, using the words in the chapter. 3. Check your answers. 4. Check your original sentence again and see if it needs corrections. 5. Make clean *Notes / write a definition in your own words and an example sentence in your *Notes. 6. Re-read your *Notes twice per day and practise saying the sentences. 7. There is an IELTS Listening and Reading Mini-Dictionary for quick reference. 8. This is a perfect addition to IELTS Vocabulary 8.5 Masterclass Book 1 & Book 2, but also to the book IELTS Speaking 8.5 Masterclass and IELTS Writing 8.5 Masterclass. Practice answering the speaking activities (speaking cards and exam questions) at the back of the book IELTS Speaking 8.5 Masterclass in front of a mirror or with a partner if possible. When you do this, apply time limits to make it more like the real exam and use language from this book to instantly improve your speaking score! 9. Use the "Blank Notes Section" at the end of this workbook to add your own notes and record your progress.

IELTS MASTERCLASS**STUDENT'S BOOK**

Oxford University Press, USA IELTS Masterclass trains students in broad academic skills and develops thinking strategies.

OBJECTIVE PROFICIENCY SELF-STUDY STUDENT'S BOOK

[Cambridge University Press](#) Objective Proficiency contains twenty short units providing a wide range of challenging topics and offering lively yet systematic preparation for the Proficiency exam. Ten lessons focus on the Paper 3 summary task, building up appropriate skills gradually. Authentic language examples taken from the Cambridge International Corpus illustrate a wide range of real English usage. The course is written by experienced examiners who have an in-depth knowledge of the Proficiency exam, and contains material informed by the Cambridge Learner Corpus which shows typical mistakes and areas of difficulty for candidates at Proficiency level.

CAMBRIDGE ENGLISH PROFICIENCY 1 FOR UPDATED EXAM STUDENT'S BOOK WITHOUT ANSWERS**AUTHENTIC EXAMINATION PAPERS FROM CAMBRIDGE ESOL**

[Cambridge English](#) Cambridge English Proficiency 1 for updated exam (commencing March 2013) contains four complete and authentic examination papers for Cambridge English Proficiency, also known as Cambridge Certificate of Proficiency in English (CPE). This collection of examination papers provides the most authentic exam preparation available. These examination papers allow candidates to familiarise themselves with the content and format of the exam and to practise useful examination techniques. Audio CDs containing the exam Listening material, a Student's Book with answers, and a Self-study Pack containing the Student's Book with answers and Audio CDs are available separately.

A BRIEF HISTORY OF ENGLISH LITERATURE

[Bloomsbury Publishing](#) This new edition of an established text provides a succinct and up-to-date historical overview of the story of English literature. Focusing on how writing both reflects and challenges the periods in which it is produced, John Peck and Martin Coyle combine close readings of key texts with recent critical thinking on the interaction of literary works and culture. Providing a lively introductory guide to English literature from Beowulf to the present day, the authors write in their characteristically lucid and accessible style. A true masterpiece of clarity and compression, this is essential reading for undergraduate students coming across the vast areas of English literature for the first time and looking for a way of making critical sense of the texts being studied. In addition, the concise nature and narrative structure of this book makes it excellent reading for general readers. New to this Edition: - Revised chapter on twentieth century literature - Complete new chapter on twenty-first century literature - Updated Chronology and Further Reading section

OBJECTIVE PROFICIENCY TEACHER'S BOOK

[Cambridge University Press](#) Objective Proficiency Second edition provides official preparation for the revised 2013 Cambridge English: Proficiency exam, also known as Certificate of Proficiency in English (CPE). The Teacher's Book contains teaching notes, extra teaching ideas to extend or shorten the length of the activities, listening transcripts and clear, comprehensive answer keys. An exclusive bank of further resources is available online including a complete practice test with audio, answer keys and sample answers and C2-level wordlists, informed by English Profile.

OBJECTIVE ADVANCED STUDENT'S BOOK WITH ANSWERS WITH CD-ROM

Cambridge University Press Fourth edition of the best-selling Cambridge English: Advanced (CAE) course, updated to prepare for the 2015 revised exam.

NEGOTIATING FOR SUCCESS: ESSENTIAL STRATEGIES AND SKILLS

Van Rye Publishing, LLC We all negotiate on a daily basis. We negotiate with our spouses, children, parents, and friends. We negotiate when we rent an apartment, buy a car, purchase a house, and apply for a job. Your ability to negotiate might even be the most important factor in your career advancement. Negotiation is also the key to business success. No organization can survive without contracts that produce profits. At a strategic level, businesses are concerned with value creation and achieving competitive advantage. But the success of high-level business strategies depends on contracts made with suppliers, customers, and other stakeholders. Contracting capability—the ability to negotiate and perform successful contracts—is the most important function in any organization. This book is designed to help you achieve success in your personal negotiations and in your business transactions. The book is unique in two ways. First, the book not only covers negotiation concepts, but also provides practical actions you can take in future negotiations. This includes a Negotiation Planning Checklist and a completed example of the checklist for your use in future negotiations. The book also includes (1) a tool you can use to assess your negotiation style; (2) examples of “decision trees,” which are useful in calculating your alternatives if your negotiation is unsuccessful; (3) a three-part strategy for increasing your power during negotiations; (4) a practical plan for analyzing your negotiations based on your reservation price, stretch goal, most-likely target, and zone of potential agreement; (5) clear guidelines on ethical standards that apply to negotiations; (6) factors to consider when deciding whether you should negotiate through an agent; (7) psychological tools you can use in negotiations—and traps to avoid when the other side uses them; (8) key elements of contract law that arise during negotiations; and (9) a checklist of factors to use when you evaluate your performance as a negotiator. Second, the book is unique in its holistic approach to the negotiation process. Other books often focus narrowly either on negotiation or on contract law. Furthermore, the books on negotiation tend to focus on what happens at the bargaining table without addressing the performance of an agreement. These books make the mistaken assumption that success is determined by evaluating the negotiation rather than evaluating performance of the agreement. Similarly, the books on contract law tend to focus on the legal requirements for a contract to be valid, thus giving short shrift to the negotiation process that precedes the contract and to the performance that follows. In the real world, the contracting process is not divided into independent phases. What happens during a negotiation has a profound impact on the contract and on the performance that follows. The contract's legal content should reflect the realities of what happened at the bargaining table and the performance that is to follow. This book, in contrast to others, covers the entire negotiation process in chronological order beginning with your decision to negotiate and continuing through the evaluation of your performance as a negotiator. A business executive in one of the negotiation seminars the author teaches as a University of Michigan professor summarized negotiation as follows: “Life is negotiation!” No one ever stated it better. As a mother with young children and as a company leader, the executive realized that negotiations are pervasive in our personal and business lives. With its emphasis on practical action, and with its chronological, holistic approach, this book provides a roadmap you can use when navigating through your life as a negotiator.

PROFICIENCY MASTERCLASS

EXAM PRACTICE WORKBOOK WITH KEY

BEC VANTAGE MASTERCLASS

Oxford University Press, USA A new addition to the Masterclass series providing preparation for the revised Cambridge Business English Certificate (BEC) Vantage examination.

CAMBRIDGE ENGLISH: ADVANCED RESULT STUDENT'S BOOK

FIRST CERTIFICATE MASTERCLASS STUDENT BOOK + ONLINE SKILLS PRACTICE

Oxford University Press, USA The Student's Book with extra Online Skills Practice that reinforces work done in class.

THE FIRST 20 HOURS

HOW TO LEARN ANYTHING ... FAST

Penguin UK Josh Kaufman, bestselling author of The Personal MBA, is back with his new book, The First Twenty Hours, to teach readers how to learn anything... fast! 'Lots of books promise to change your life. This one actually will' -Seth Godin Pick up any new skill in just 20 hours... Want to learn to paint, play the piano, launch a business, fly a plane? Then pick up this book and set aside twenty hours to go from knowing nothing to performing like a pro. That's it. Josh Kaufman, author of international bestseller The Personal MBA, has developed this brilliant approach to mastering anything fast. You'll learn how to: • Focus energy on acquiring key skill sets • Eliminate obstacles and discover critical tools • Create rapid feedback loops • Work against the clock to get better fast With examples ranging from writing a web program to learning an instrument to picking up windsurfing, Kaufman shows how to break complexity into simple tasks, make the very best of your limited time and solve unexpected problems. In The First 20 Hours you'll learn how to acquire any skill in record time - and have a lot of fun along the way. 'After reading this, you'll be ready to take on any number of skills and make progress on that big project you've been putting off for years' Chris Guillebeau, author of The \$100 Startup

TACTICS FOR TOEIC

LISTENING AND READING TEST

OXFORD

FCE RESULT

TEACHER'S PACK

COMMON MISTAKES AT PROFICIENCY...AND HOW TO AVOID THEM

Cambridge University Press Focuses on the real mistakes students make in the Proficiency exam and shows how to avoid them.

IELTS MASTERCLASS: STUDENT'S BOOK WITH ONLINE SKILLS PRACTICE PACK

PREPARATION FOR STUDENTS WHO REQUIRE IELTS FOR ACADEMIC PURPOSES

OUP Oxford Topic development aimed at getting students thinking about key issues Development of micro-skills beyond exam practice IELTS task types progressively introduced, emphasizing similarities in skills required Language syllabus designed for IELTS and other academic contexts Extra practice in Listening, Speaking, Academic Reading, and Academic Writing Automatic access to online Learning Management System to manage students' Online Skills Practice Includes access to one online practice test

SUCCEED IN THE NEW CAMBRIDGE PROFICIENCY (CPE) - STUDENT'S BOOK WITH 8 PRACTICE TESTS

Global ELT Eight complete Practice Tests for the New 2013 CPE format. Also containing a full-colour section for the speaking part of the exam.

SUCCEED IN CAMBRIDGE ENGLISH

This is the overprinted edition for teachers which features 10 complete Preliminary English Test (PET) practice tests with a full-colour speaking section.

MACMILLAN ENGLISH PRACTICE BOOK

Practice exercises for the Language Book activities, intended for homework or quiet class time. Practice Book pages should be done when the corresponding page in the Language Book has been finished. If time allows teachers may like to go through some or all of the exercises orally before children work independently.

SUCCESS INTERNATIONAL ENGLISH SKILLS FOR IGCSE TEACHER'S BOOK

Cambridge University Press Offers complete in-depth preparation for the Cambridge IGCSE in English as a Second Language (E2L) examination. Endorsed by Cambridge, the Success International Teachers Book contains detailed teachers notes as well as suggestions for alternative approaches and wider practice. Key features include: an at a glance chart describing the revised examination; an overview of each coursebook unit; detailed notes, with examiners advice on marking and grading; model answers to the writing tasks; CD scripts and answers, including answers to the workbook exercises.

CAMBRIDGE ENGLISH PROFICIENCY 2 STUDENT'S BOOK WITH ANSWERS

AUTHENTIC EXAMINATION PAPERS FROM CAMBRIDGE ENGLISH LANGUAGE ASSESSMENT

Cambridge English Cambridge English Proficiency 2 contains four complete and authentic examination papers for Cambridge English: Proficiency, also known as Cambridge Certificate of Proficiency in English (CPE). This collection of past examination papers provides the most authentic exam preparation available. They allow candidates to familiarise themselves with the content and format of the examination and to practise useful examination techniques. This book contains a clear explanation of marking and grading, authentic sample answers, a comprehensive section of keys and recording scripts, and frameworks to help with thorough preparation for the Speaking test. Audio CDs containing the exam Listening material, a Student's Book without answers, and a Student's Book with answers with downloadable Audio are available separately.

NEW PROFICIENCY WRITING

Pearson English Language Teaching The Longman Exams Skills series is for students preparing for the First Certificate and Proficiency exams. The books in each set provide thorough preparation for each of the papers with lots of practice based on real exam tasks.

PROFICIENCY EXPERT

Pearson ELT Extensive additional material in the format of a full-colour workbook, that enables students to consolidate and enrich their language and practice exam skills. This intensive course will satisfy your students' practice needs and allow them to achieve their full potential. If you want to teach your students at the level of the exam from the beginning of the year, use Expert. The material is fully revised and completely in line with the latest exam specifications. Expert provides intensive & extensive practice in exam tasks from day one.

CAMBRIDGE ENGLISH: PROFICIENCY (CPE) MASTERCLASS: ITOOLS

OUP Oxford Extension units to accompany each of the 12 units in the Student's Book with new interactive activities and integrated audio and video material with worksheets Digital version of complete Teacher's Resource Pack including Speaking DVD video All Listening lessons for the Student's Book with integrated audio and answers
