

Contents





Listening

Listen comprehension

- Read the question before you listen
- Focus on the key point and write it down
- Keep going when you miss a point



Listening

dictation

- Don't be anxious to write
- Wrtie until you hear about the half sentence
- Enlarge your vocabulary

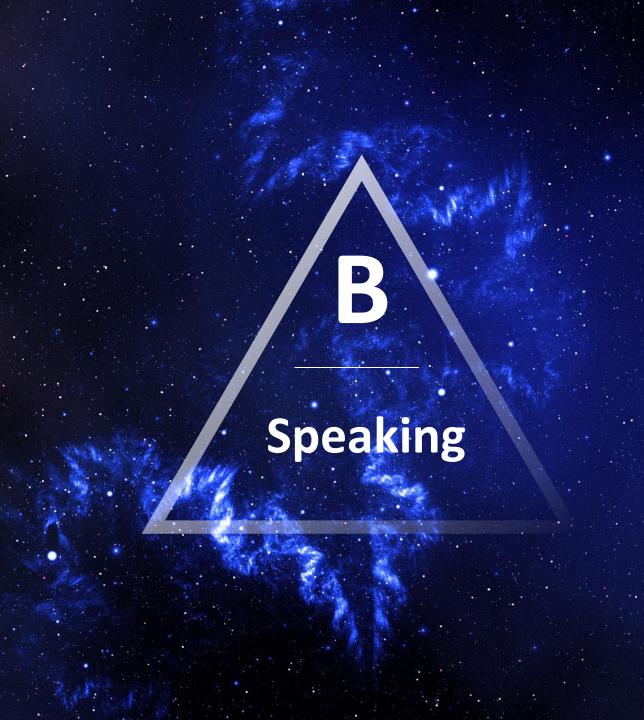


Listening

In real life

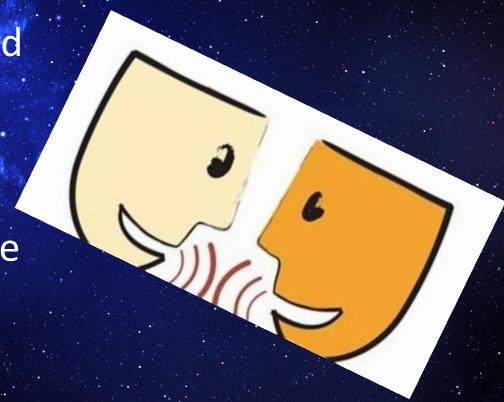
- Try to understand the liaison and skim
- Ask for stopping or repeating
- Watch some English movies or TV series





Speaking

- Read some article or follow the record
- Talk more in daily life
- Create a English-speaking atmosphere





Four ways of reading

Skimming - used to understand the "gist" or main idea
Scanning - used to find a particular piece of information
Extensive reading - used for pleasure and general understanding
Intensive reading - accurate reading for detailed understanding

1. Guess the meaning of unknown words



- Read the text once and don't stop.
- Try to understand the main ideas.
- Don't look up the new words.
- Use context.

2. Read one author's all books

Find an author you like and read all his or her books. By doing this you will get used to the style of a particular author and the typical vocabulary and grammar he or she use. As you read more of his and her books you will find it easier and easier.



3. Read several times

Try to read things more than once. Read something and then read it again a few weeks or months later. You will find your understanding improved.



4. Analyse the book



- Refer to related information.
- Discuss the book with others.
- Write reviews.

5. Read easy books at first

- Don't try to read "the classics" straight away.
- Start with contemporary short stories.
- Read excellent comics.



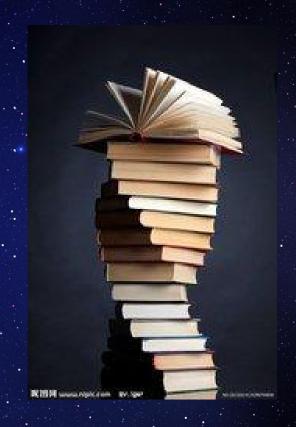






6. Read more

- Make a habit of reading regularly.
- Read as many English books, newspapers and magazines as you can.







Present situation

As is known to all, writing is an important and necessary skill for all students. However, many students don't really understand the true importance of writing, as they just consider writing as atask of exam.





Benefits of writing

Firstly, improving our ability of using words is abasic function of writing.

Moreover, writing is an effective way to enlarge our vocabulary.

And last but not the least, writing makes great contribution to our logical thinking and analysis ability.





Practice writing

By building up vocabulary

By expanding reading

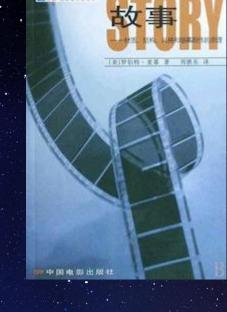
By improving listening and speaking ability

By attaching importance to the writing process

By writing more English abstract

By developing the ability of thinking in English language

By improving your grammar





Basic steps in writing

☆ state it

It is necessary to state clearly when what you are going to write at your beginning of your writing.

☆ explain it

After stating what you are going to write, you need also explain it what it is.

☆illustrate it

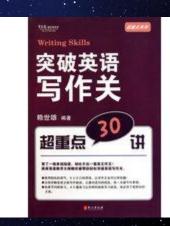
The big part of your writing is to illustrate some examples or evidences to support your point you are writing.

☆summarize it

Make a conclusion about what you are writing, especially with a brief emphasis on your own opinion.







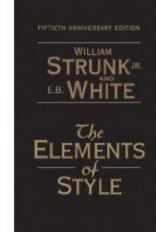
Matters needing attention in academic English

1We should pay attention to the informal style of language

- ☆Avoid acronyms.
- ☆Don't use mouth language.
- **☆Avoid using common words.**
- ☆Don't use exclamation marks and don't use etc.

2Make your language objective and formal

- ☆Avoid using the first person pronoun too much.
- ☆Avoid discriminatory language.
- ☆Tend to use the passive voice.
- ☆Using reporting verbs.





Skills for your writing

Read excellent works Write as much as you can Write down your inspiration anytime, anywhere Special writing time Doodle Concentrate Plan ahead, write again Innovate Modify Be concise and to the point An infectious sentence Get feedback from others Adopt a conversational style Good beginning and end

