

**NEW EDITION**

**M** **TOEFL**  
**WRITING**  
**W**

*iBT*

LinguaForum

# M TOEFL WRITING New Edition

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# Preface



## 머리말

글로벌 시대에 접어들면서 영어는 더 이상 제2외국어가 아닌, 모두가 필수적으로 배워야 하는 공용어로 인식이 바뀌고 있다.

TOEFL /BT는 노트 필기의 중요성과 종합적인 영어의 이해를 중시하며, 개인의 영어 능력을 종합적으로 평가할 수 있도록 구성되어 있다. 이는 기존의 영어 학습 방법으로부터 새로운 변화를 요구한다. 문법, 읽기, 듣기에 치우친 수동적인 영어 학습 방법에서 벗어나 실제적인 영어 구사 능력에 대한 평가에 대비해야 한다.

학습자들이 가장 부담스러워하고 짧은 시간 내에 좋은 결과를 얻기가 힘든 영역 중 하나가 Writing이다. 원어민적 감각이 없는 우리와 같은 상황에서는 학습자뿐만 아니라 가르치는 교사의 입장에서조차 극복해야 할 난관이 많은 것이 사실이다. 이러한 점들을 고려하여 본 교재는 다음과 같은 사항에 중점을 두었다.

- TOEFL /BT의 Writing Section뿐만 아니라, 전반적으로 영어 작문을 할 때 유용한 사항들을 묶어 Part A: General Skills for Writing을 구성하였다.
- 전체 글을 논리적으로 전개할 수 있도록 돕기 위해 step-by-step으로 학습할 수 있게 구성하였다.
- 문법에 치중하지 않고, 작문에 실제로 필요한 기술들을 익힐 수 있도록 하였다.
- 점수별 Sample Essays를 수록해 학생들이 배운 내용을 직접 눈으로 확인하고 정리할 수 있도록 하였다.

생각을 달리한다면 변화는 헤쳐나가기 힘든 난관이 아니라 좋은 기회가 될 수 있다. 시험을 치르기 위한 시험용 영어가 아닌 언어인 '영어' 그 자체로의 실력을 요구하는 이러한 변화는, 제대로 학습하고 준비하는 사람들에게는 진정한 영어 실력을 갖추 수 있는 기회가 될 수 있다. 본 교재로 충실히 연습한다면 분명 발전되는 모습을 확인할 수 있게 될 것이다.

LinguaForum Research Center  
TOEFL /BT Writing 연구팀

# Structure

## 각 장의 구성

### Overview

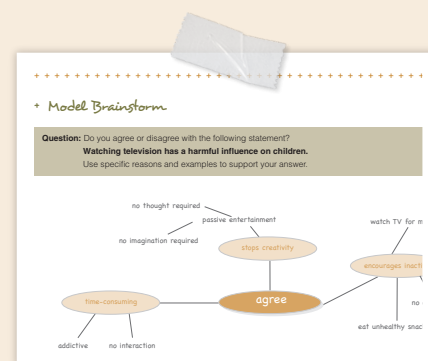
TOEFL iBT Writing 통합형 문제 및 독립형 문제의 유형, 채점 기준, 대비 전략 등을 한데 모아 설명하여 학습자들이 시험에 전략적으로 대비할 수 있도록 하였다.

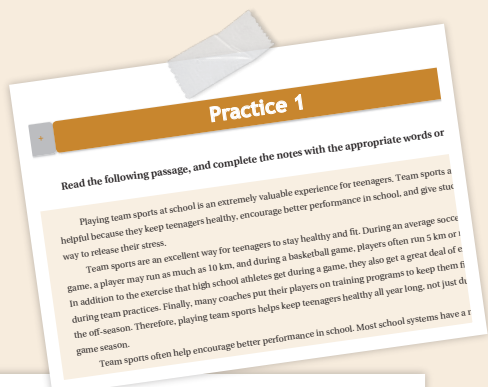
### Skills

TOEFL iBT Writing에 실제로 필요한 skill을 분석 및 정리하고, 팁을 제시하였다.

### Model Example

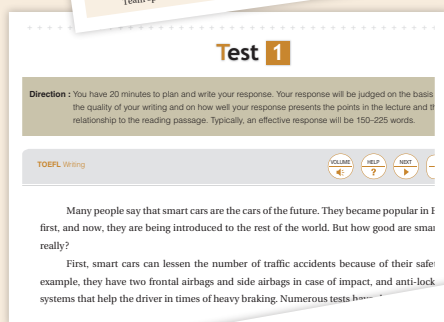
TOEFL iBT Writing에 필요한 skill을 이용한 모범 예시를 제시함으로써 학습자들이 배운 내용을 확인할 수 있도록 구성하였다.





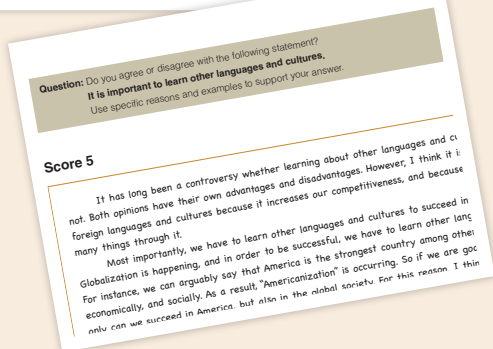
## Practice

TOEFL iBT Writing에 필요한 skill을 단계별로 연습할 수 있도록 구성하였다.



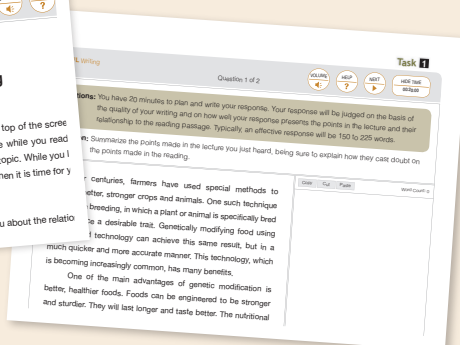
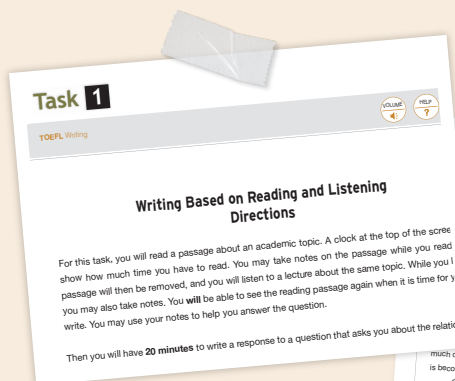
## Progressive Test

실전과 유사한 문제를 제공함으로써 중급 수준의 학습자들이 실전 대비 연습을 충분히 할 수 있도록 하였다.



## Sample Essays

각 점수별 Sample Essay를 제공함으로써 배운 내용을 정리해 볼 수 있도록 하였다.



## Actual Test

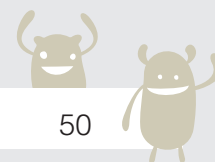
실전에 앞서 실력을 최종 점검할 수 있도록 실전 테스트 2회분을 제공하였다.

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## Scripts & Answer Key

# General Skills for Writing

In this section, you will learn General Skills for Writing that can be applied to both the TOEFL Writing Section and other compositions.

PART

A



Part A +



# Expanding Your Vocabulary

Core Grammar

Paraphrasing

Summarizing

Part B

Note-taking for Reading

Note-taking for Listening

Writing the Essay

Proofreading

Part C

Before You Start

The Introduction

The Body

The Conclusion

Proofreading





# Useful Expressions 1



Having the appropriate vocabulary for writing is essential. Focus on memorizing **key expressions** that can be used in a wide array of topics. The following expressions can be used when writing general English essays, as well as the **Independent Writing Task** of the TOEFL iBT.

## A. Expressing Preference

- **I prefer to ...** : I like to ... better  
e.g. **I prefer to eat** take-out meals because it saves time and tastes better.
- **... is preferable to ...** : ... is better than ...  
e.g. Experts claim that using cash **is preferable to** using credit cards.
- **I am (not) in favor of ...** : I (do not) think that ... is a good idea  
e.g. **I am not in favor of** requiring students to take physical education classes.
- **It seems clear to me that ... is better than ...** : It seems obvious to me that ... is better than ...  
e.g. **It seems clear to me that** eating a light dinner **is better than** just starving, even when you are on a diet.



Write about your personal preference using the following expressions.

- 1 to talk on the phone / to text message (I prefer to)  
\_\_\_\_\_
- 2 to eat less / to exercise more (... is preferable to ...)  
\_\_\_\_\_
- 3 to receive plastic surgery (I am (not) in favor of ...)  
\_\_\_\_\_
- 4 to use public transportation / to drive your own car (It seems clear to me that ... is better than ...)  
\_\_\_\_\_

## B. Giving an Opinion

**I agree with ...**  
**I disagree with ...** : I have the same opinion as ... / I have the opposite opinion from ...

e.g. **I agree with** the view that watching television is harmful to children.  
**I disagree with**

**In my opinion, / In my view, / From my point of view, ...** : I personally think that ...

e.g. **In my opinion, / In my view, / From my point of view,** AIDS is one of the most serious problems facing the world.

**There is no doubt in my mind that ...** : I truly believe that ...

e.g. **There is no doubt in my mind that** helping those in need is a truly worthwhile deed.

**There are several reasons why I agree/disagree with ...** : There are a number of reasons why I agree/disagree with ...

e.g. **There are several reasons why I disagree with** violence on TV, but I will not go into them now.



Choose the correct expression to complete the sentence.

There are several reasons why  
There is no doubt in my mind that

In my opinion,  
I disagree with

- 1 \_\_\_\_\_ my parents' view that going to university is essential in life, because nowadays, there are many people who achieve success with just a high school diploma.
- 2 \_\_\_\_\_ the legal drinking age in our country should be increased to 21.
- 3 \_\_\_\_\_ I disagree with having too much violence on TV, and one of them is because it has a negative effect on children.
- 4 \_\_\_\_\_ nothing is impossible if you set your mind to it.



## Useful Expressions 2



Summarizing is an essential skill all good writers should have. The following are some useful expressions that can be used in the **Integrated Writing Task** of the TOEFL iBT and when summarizing.

### A. Casting Doubt

- **A directly contradicts B** : A clearly opposes B; A clearly casts doubt on B  
e.g. **The president's new policy directly contradicts my beliefs** concerning freedom of speech.
- **While A says that ..., B points out that ...** : Although A says that ..., B says that ...  
e.g. **While the article says that** games make students socialize less, **the professor points out that** most of the games are played with people.
- **A's statement that ... refutes the points made in ...** : A's statement that ... casts doubt on the arguments made in ...  
e.g. **The professor's statement that** games require students to concentrate for a long time **refutes the points made in** the reading.
- **While A is in favor of ..., B opposes ...** : While A supports ..., B is against ...  
e.g. **While parents are in favor of** increasing the school week to 6 days, **students oppose** this policy for a number of reasons.
- **A, in contrast to B, says that ...** : Despite what B claims, A says that ...  
e.g. **The professor, in contrast to the reading, says that** online students cannot set their own schedule.



Read the following discussion between Joe and Debbie and answer the questions.

Joe: The death penalty needs to be enforced for the sake of society. Some crimes are so horrible, they need to be punished with death. It's the only way to bring justice to society.

Debbie: I find that difficult to agree with. Who are we to decide whether a person should live or die? Moreover, I think a lifelong sentence in prison is a far worse punishment than death.

- 1 Summarize the conversation using "While A says that ..., B points out ..."

---

- 2 Summarize the conversation using "A's statement that ... refutes the points made in B ..."

---

- 3 Summarize the conversation using "While A is in favor of ..., B opposes ..."

---

## B. Solving a Problem

- **According to A, ...** : From A's information, ...  
e.g. **According to the lecture**, in this way, the Egyptians were able to move the stones over long distances.
- **A discusses solutions to B** : A talks about different ways to solve B  
e.g. **The documentary discusses solutions to the mad cow disease epidemic** that is sweeping the nation.
- **As a way to ..., A suggests ...** : To ..., A offers the solution of ...  
e.g. **As a way to** lose weight, **my doctor suggested** I eat a big breakfast and a light dinner.
- **In order to solve A, ...** : To find a solution for A, ...  
e.g. **In order to solve the economic recession**, experts say people need to start spending more money.
- **A possible solution to A is ...** : One way to solve A is ...  
e.g. **A possible solution to high unemployment rates is** for the government to create new jobs by starting a new project.



Unscramble the following words and complete the following sentences.

- 1 ( professor / according / the / to ) \_\_\_\_\_, we can stop water pollution by preventing companies from operating near rivers.
- 2 ( the / discusses / to / reading / solutions ) \_\_\_\_\_ the decrease in the dolphin population.
- 3 ( a / as / make / more money / to / way ) \_\_\_\_\_, my parents \_\_\_\_\_ ( I / get / a part-time job / suggested ).
- 4 ( solve / this problem / order / to / in ) \_\_\_\_\_, we need to work together as a team.



## Confusing Words

**A**

Circle the correct words to complete the following sentences.

- 1 The school should (adapt / adopt) the new registration system immediately so that it can easily (adapt / adopt) to sudden changes.
- 2 From Mr. Tillman's (perspective / prospective), Mary is a great (perspective / prospective) replacement for him once he retires.
- 3 If the weather were better, I'd (advice / advise) you to push ahead with your plans. My (advice / advise) to you is to postpone your trip.
- 4 Bad weather will (affect / effect) business badly. This bad (affect / effect) is predicted to last until the end of the month.
- 5 (Almost / Most) every boy in our class has a crush on Elaine. (Almost / Most) of them wouldn't admit it, though.
- 6 It seems (reasonable / responsible) to think that warm weather is (reasonable / responsible) for the flowers blooming.
- 7 He made a (sensitive / sensible) argument when he said that teachers should be (sensitive / sensible) to their students' feelings.
- 8 Jane didn't get a (good / well) night's sleep, and when she woke up this morning, she didn't feel very (good / well).
- 9 Mr. Lynch wants to (finance / fund) the projects. He'll surely do it well, being an expert in the field of (finance / fund).
- 10 Thomas had to (cite / site) several first-hand sources in his archaeology report. This involved visiting an excavation (cite / site) a few hours earlier.

**B**

Circle the correct words to complete the following sentences.

- 1 The best (complement / compliment) you could give any woman is to say that her clothes and accessories (complement / compliment) each other well.
- 2 The literature department's (comprehensive / comprehensible) list of rules for proper research etiquette is barely (comprehensive / comprehensible).
- 3 Severe pollution could one day (extinguish / extinct) all life on Earth, making the human race (extinguish / extinct).
- 4 My (intuition / intent) told me to stay away from the wolf, whose (intuition / intent) was to bite me.
- 5 Listening to the (exhausting / exhaustive) lecture on herbal medicine for 3 hours was (exhausting / exhaustive).
- 6 One of the government's most serious (economic / economical) concerns is how to be more (economic / economical) when it comes to budget allocation.
- 7 The most (effective / efficient) way to save more electricity is to be more (effective / efficient) in your use of electrical appliances.
- 8 Books have been written to honor George Washington's long and illustrious (job / career) as a soldier.
- 9 The builder's (esteem / estimate) for the work seemed too high to me, but other people hold him in high (esteem / estimate).
- 10 An (excess / access) of bad marks on one's record may result in the loss of (excess / access) to the library.



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Circle the correct words to complete the following sentences.

- 1 A person can (lend / borrow) money from the bank to build a house or buy a new car.
- 2 It is important to create a good (mood / atmosphere) in restaurants to keep the customers coming back.
- 3 Technological advances have enabled scientists to (achieve / obtain) success in their DNA research experiments.
- 4 For most people, traveling is a(n) (choice / opportunity) to discover new things and learn about new cultures.
- 5 Government and private group initiatives to protect the rainforests are long (overdue / expire).
- 6 In order to appreciate their own culture, it is important for students to (remind / remember) their country's history.
- 7 Giving frequent (rewards / awards) to children can motivate them to study harder and achieve higher grades.
- 8 (Current / Modern) telescopes have come a long way in helping scientists discover more about the universe.
- 9 Children who are (unique / talented) in mathematics should receive appropriate education to develop their capabilities.
- 10 Parents should serve as a good example for their children because their children (imitate / pretend) their behavior.

## Review

**A Summarize the conversation by filling in the blanks with expressions you learned in Useful Expressions. Then give your personal opinion.**

Brittany: Unemployment rates have been soaring through the roof lately, and not much is being done to solve the problem. Personally, I think the government should increase unemployment benefits. Many unemployed people have no means to pay for their bills or even buy food! Weekly allowances should be given to those suffering from prolonged unemployment.

Alex: I could not disagree with you more! Increasing unemployment benefits would only provide a temporary solution. Moreover, it might even motivate people to stay unemployed. In the long run, I think re-educating the unemployed is a better idea. If the government offered practical classes that would train people for employment, unemployment could be ended once and for all.

\_\_\_\_\_ to Brittany, unemployment rates are very high. \_\_\_\_\_ solve this problem, Brittany suggests \_\_\_\_\_. Alex, \_\_\_\_\_ to Brittany, says that it would only be a temporary solution. Alex \_\_\_\_\_ Brittany by saying that it might even make them want to stay unemployed. \_\_\_\_\_ to solve unemployment, Alex thinks \_\_\_\_\_.

**Your Opinion:**

\_\_\_\_\_ with Alex. \_\_\_\_\_, the best solution to the unemployment problem is \_\_\_\_\_.

**B Choose the correct words from the parentheses.**

The (economic / economical) recession didn't hit our family until last year. Our (access / excess) in spending began to really (affect / effect) us, and we were coming close to bankruptcy. Most of our family members still had their (careers / jobs), so our father (advised / advised) us to begin spending money in a more (effective / efficient) way. We took our dad's advice, and within a month we were enjoying economic health again. By making just (a few / a little) changes, we were able to overcome a crisis.

# Integrated Writing

In this section, you will learn skills for the Integrated Writing Task of the TOEFL *iBT*.

PART

B

# Overview



## What is the Integrated Writing Task?

The Integrated Writing Task is the first section of the iBT TOEFL Writing Task. It tests your ability to understand important ideas from an academic reading passage and a lecture.

You will first be given 3 minutes to read a passage. After those 3 minutes, the passage will disappear from the screen and you will listen to a lecture for about 2 minutes. Both the reading and the lecture are about the same academic topic, but their point of view on the topic is different. Generally, a writer will make an argument in the reading passage. Then, in the lecture, a professor will cast doubt on the writer's argument.

Your task is to summarize the **main points of the lecture** and explain how they **relate to the reading passage**. The question will be phrased something like this:

**Question:** Summarize the points made in the lecture you just heard, explaining how they cast doubt on points made in the reading.

## + The Writing Process

### Reading

- A passage about an academic topic that is approximately 230–300 words is given.
- You will have 3 minutes to read the passage. The passage will disappear from the screen during the listening section.



### Listening

- A lecture on a topic related to the reading is given that lasts about 2 minutes.
- You must take notes as you listen, as you will only be allowed to listen to the lecture once.



### Writing the Essay

- You will have 20 minutes to write your essay.
- The reading passage will appear on the screen while you write your essay.

+ *How to Structure Your Response*

<b>Introduction</b>	<ul style="list-style-type: none"><li>• Summary of the speaker's position</li><li>• Relationship of the lecture to the reading</li></ul>
<b>Body 1 (Point 1)</b>	<ul style="list-style-type: none"><li>• Summary of the speaker's first point</li><li>• Summary of related points from the reading</li></ul>
<b>Body 2 (Point 2)</b>	<ul style="list-style-type: none"><li>• Summary of the speaker's second point</li><li>• Summary of related points from the reading</li></ul>
<b>Body 3 (Point 3)</b>	<ul style="list-style-type: none"><li>• Summary of the speaker's third point</li><li>• Summary of related points from the reading</li></ul>

Your body may have 3–5 paragraphs, depending on how many main points the reading and lecture have. To receive a good score, you should write an essay of about 150–225 words.

Part A

Expanding Your Vocabulary

Core Grammar

Paraphrasing

Summarizing

Part B +



# Note-taking for Reading

Note-taking for Listening

Writing the Essay

Proofreading

Part C

Before You Start

The Introduction

The Body

The Conclusion

Proofreading



## Note-taking Skills for Reading



The main role of the reading passage is to provide background knowledge for the lecture that will follow. Focus on writing down the **main points** and figuring out the **main idea** of the whole passage, and keep your notes **simple** and **to the point**.

### 1 Read fast

In the reading, you are given 3 minutes to read the passage before writing the essay. Finish all your note-taking during this time, and not during your 20-minute essay writing time.

### 2 Look for the topic sentences

The main ideas of an essay lie in the topic sentences. Pay attention to the first or last sentence of a paragraph, because that is where the topic sentence usually is.

### 3 Never copy from the passage

Copying exactly from the passage will give you a low score. Always take notes in your own words, or paraphrase sentences in order to avoid copying from the passage.

### 4 Do not make a detailed summary of the passage

Remember that you are not being asked to summarize the reading passage. You are being asked to summarize what you hear in the lecture, and explain how it is *related* to the reading.

### 5 Make your own format

Memorize key expressions like “According to A, ...” or “As a way to solve ..., A suggests...” (Part A, Chapter 1, p.13) and make your own summary format. It will save time and help you organize the main points.

## + Model Note-taking

In the past few years, online learning has become a popular way of getting a higher education. Instead of taking regular courses in colleges or universities, more and more students are choosing to learn through the Internet. In fact, a recent report showed that around 2.3 million US college students are taking online courses because of their many advantages.

Many students prefer online learning because it is very convenient. They can study, listen to lectures, and have discussions online anytime, in the comfort of their own homes. As a result, online education is easier because the student has more control over his or her schedule. Moreover, online learning provides a better overall educational experience because students get personal attention from their professors. Professors answer each student's emails directly. Furthermore, students can take part in online discussions and participate in online study groups. This also gives students a better educational experience.

Most importantly, online learning is cost-effective. College tuition is always increasing, but online learning allows students to save more money because the tuition for online courses is cheaper than the tuition for regular classes. Students just need to have a good computer and a reliable Internet connection. They also save time and money because they do not have to travel to school. Indeed, online learning is quickly changing the field of education.

### Notes

Advantage

**Main Idea**    **Advtg of online learning**

1. **Convenient**
  - listen to lectures & discuss anytime
  - ∴ students can set their sched
2. **Better education exprnc**
  - prsnl attntn from prof
  - e.g. direct answer
  - join online disc & study groups

3. **Cost-effective**
  - cheaper tuition fee
  - save time & money

personal

therefore

schedule

experience

professor

discussion



## Practice 1



Read the following passage, and complete the notes with the appropriate words or phrases.

Playing team sports at school is an extremely valuable experience for teenagers. Team sports are helpful because they keep teenagers healthy, encourage better performance in school, and give students a way to release their stress.

Team sports are an excellent way for teenagers to stay healthy and fit. During an average soccer game, a player may run as much as 10 km, and during a basketball game, players often run 5 km or more. In addition to the exercise that high school athletes get during a game, they also get a great deal of exercise during team practices. Finally, many coaches put their players on training programs to keep them fit during the off-season. Therefore, playing team sports helps keep teenagers healthy all year long, not just during game season.

Team sports often help encourage better performance in school. Most school systems have a rule which says that a student cannot play sports unless that student gets good grades. If a student's grades are not high enough, then that student will not be able to play a sport in the next season. Playing team sports helps encourage students to get better grades because they want to be able to continue playing on their teams.

Finally, playing sports gives students a way to relieve their stress. Teenagers lead very stressful lives, and it is a proven fact that exercise helps lower a person's level of stress. Therefore, playing sports helps teenagers lead happier, more relaxed lives.



Main Idea: \_\_\_\_\_

1. **Stay healthy & fit**

\_\_\_\_\_  
\_\_\_\_\_

2. **Encourage good grades**

\_\_\_\_\_  
\_\_\_\_\_

3. **Relieve stress**

\_\_\_\_\_  
\_\_\_\_\_

### Vocabulary

- ☐ **performance:** how well a person does something
- ☐ **off-season:** the time of the year when a particular sport is not played
- ☐ **relieve:** to make an unpleasant feeling or pain less bad

## Practice 2



Read the following passage, and complete the notes with the appropriate words or phrases.

One of America's biggest problems is its overdependence on oil as an energy source. Nearly every car and truck in America runs on oil-based fuels. Those fuels are one of the most significant sources of air pollution in America. However, this problem can easily be solved by switching from gasoline-powered cars to cars that run on electricity.

In the last ten years, technology has progressed enough that electric cars are now a practical alternative to gasoline-powered cars. Electric cars used to be much slower than gasoline-powered cars, and could only run for a few hours before their batteries ran out. That is no longer the case. Today's electric cars are as fast as most gasoline-powered cars. What is more, improvements in battery technology mean that they can run longer than before.

Electric cars create essentially no air pollution, so switching from gasoline-powered cars to electric cars will do a great deal to lessen air pollution in America. Switching to electric powered cars would reduce air pollution in the United States by more than half.

Finally, there are significant economic advantages to switching to electric cars. Currently, the average American spends more than \$50 each week on gasoline. Over the course of one year, that amounts to more than \$2,500. Electric cars may be more expensive to purchase. Still, the money saved by not having to purchase gas makes electric cars far cheaper over time.



Main Idea: \_\_\_\_\_

### 1. An alternative to gasoline cars

\_\_\_\_\_

\_\_\_\_\_

### 2. \_\_\_\_\_

- more than half ↓

### 3. Economic advntg

\_\_\_\_\_

\_\_\_\_\_

### Vocabulary



- ☐ significant: very important
- ☐ alternative: something that you can choose instead of the original
- ☐ run out: to use all of something; to have nothing left
- ☐ lessen: to make something become smaller in amount
- ☐ purchase: to buy something

## Practice 3



Read the following passage, and complete the notes with the appropriate words or phrases.

In 1979, the United Nations adopted the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW), or what is now popularly known as the International Women's Rights Treaty. It was the first treaty to address women's issues in the political, cultural, social, and economic areas.

The treaty made sure that women's rights were recognized and protected by law. By accepting the treaty, governments around the world agreed to get rid of all laws that were unfair towards women, and adopt appropriate ones that would effectively protect the rights of women.

One country that strongly believes in the treaty's ideals is the United States. It has laid down laws that allow women to get the same opportunities as men. For example, the United States was one of the first countries to allow women to attend college, vote in elections, and enter careers in science and engineering. Its actions and laws led other countries to start giving women the same opportunities as men.

Today, women's rights are recognized everywhere. More and more women are making a mark in fields such as politics, science, and business. In fact, some countries have female presidents and CEOs of major companies. Women are able to attend the same colleges as men, get equal pay, and are free to make their own choices. Discrimination has been removed from the modern workplace, and violations against women's rights are now punished by law.



**Main Idea:** \_\_\_\_\_

1. \_\_\_\_\_  
\_\_\_\_\_

- adopt laws that protect women's rights

**2. U.S. believes in the treaty's ideals**

\_\_\_\_\_  
\_\_\_\_\_

**3. Women's rights are recognized nowadays**

\_\_\_\_\_  
\_\_\_\_\_

### Vocabulary



- ☐ **adopt:** to start using a new idea, plan, method, etc.
- ☐ **convention:** a formal agreement between the governments of different countries
- ☐ **elimination:** the process of getting rid of something
- ☐ **discrimination:** unfair treatment of a person or a group of people because of their race, sex, religion, etc.
- ☐ **treaty:** a written agreement between different countries
- ☐ **make a mark:** to become successful