

**NOVA'S**

# TOEFL® iBT

## INTEGRATED EXERCISES

Recycle academic English vocabulary across 50 lessons integrating six TOEFL skill sets: reading, listening, speaking, writing, spelling and typing. By doing so, you will learn new vocabulary more quickly and apply it more proficiently on test day.

## TYPING STRATEGIES

Learn essential TOEFL typing strategies. By doing so, you will increase your typing proficiency, your essay scores, and your final TOEFL score.

## BONUS MATERIAL

Learn essential rhetorical strategies and a test-proven way to develop opinion-based and fact-based TOEFL essays.



Audio CD  
Included

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**Bruce Stirling** NOVA'S

Больше ресурсов по изучению английского на [List-English.ru](http://List-English.ru)

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## Also by Bruce Stirling

**Speaking and Writing Strategies for the TOEFL iBT**

Available at Amazon.com and as a phone app.  
Visit [www.argumentmapping.com](http://www.argumentmapping.com) for more.

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## **Who is this book for?**

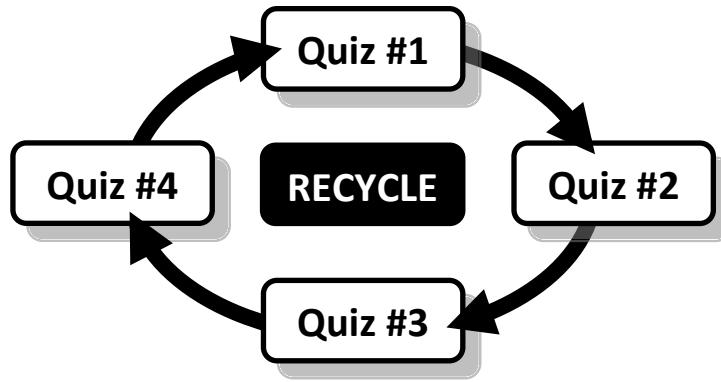
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Are you studying for the TOEFL test? Do you need to learn academic English vocabulary to increase your TOEFL score? Do you also need to improve your typing skills so you can type your TOEFL essays faster and more accurately on test day? If you said "Yes!" to any of these questions, then this book is for you.

## **How is this TOEFL book different?**

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This TOEFL book is different because it uses an integrated vocabulary learning system called recycling. Recycling is simple. Each exercise is divided into four quizzes. Quiz #1, a multiple-choice vocabulary quiz, introduces ten new words. Next, you will do Quiz #2. Quiz #2 is a sentence-completion quiz based on the ten words in Quiz #1. Next, you will do Quiz #3, a spelling quiz. The speaker on the CD will say the same ten words in turn. You will then have ten seconds to spell each word by saying it and typing it. Finally, you will do Quiz #4. Quiz #4 is a 60-word typing test based on the ten new words you have been recycling through Quizzes #1, #2 and #3, plus words, phrases and idioms recycled from previous exercises.



## **Why Recycling?**

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Recycling is an effective way to acquire a TOEFL-level vocabulary because you are continually integrating and applying new words across four different contexts (quizzes) using six TOEFL skill sets: reading, listening, speaking, writing, spelling and typing. Recycling will help you remember each new word, phrase and idiom more effectively so you can apply it more proficiently on test day. No other TOEFL text offers such an integrated approach to acquiring a TOEFL-level vocabulary.

## Typing: An Essential TOEFL Strategy

To get a high TOEFL score, you must have an academic English vocabulary. You must also be good at typing. Why? Because accurate typing means fewer mistakes. Fewer mistakes means higher essay scores. This text book will teach you essential typing strategies based on the words, phrases and idioms you will recycle across 50 lessons. By doing so, you will increase your typing proficiency and be test ready. This brings us to the next point: How accurately can you type in English? Let's find out.

### Diagnostic Typing Test

**Directions:** ✓ You have one minute to type the 60-word passage below.

- ✓ Include all punctuation and capital letters.

Topical unity means you focus on one topic from start to finish. If you suddenly introduce a new and unrelated topic, you are changing topics. For example, you are writing about pizza when you suddenly change to TOEFL. This obvious change in topic direction is called a topic digression. This will result in a lack of topical unity and coherence.

## **Calculating Words-Per-Minute (WPM)**

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If you made one mistake on the 60-word diagnostic typing test, you can type 59 wpm ( $60 - 1 = 59$  words per minute), two mistakes, 58 wpm, etc.

Note: A letter not capitalized is a mistake. A comma in the wrong place is a mistake. A missing comma is a mistake. Record your wpm score on page 201.



If you type less than 35 wpm, you should learn and practice typing strategies starting on page 172 before you do the recycling exercises.

## **Recycling Exercises**

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**Directions:** ✓ Each recycling exercise is divided into four quizzes: 1) multiple-choice quiz; 2) sentence-completion quiz; 3) spelling quiz; 4) 60-word typing test. Time yourself when doing each.

- ✓ Do all four quizzes sequentially to maximize the recycling learning process.
- ✓ When choosing a multiple-choice answer (Quiz #1), do not look for the perfect answer. For TOEFL, and for this text, there are no perfect answers. Choose the multiple-choice answer you think is closest in meaning.
- ✓ Answer all multiple-choice questions even if you do not know the answer. For TOEFL, you will not lose a point if you answer a multiple-choice question incorrectly, so guess and move on.
- ✓ For the sentence-completion quiz (Quiz #2), you will have to use the appropriate part of speech to complete each sentence. For example, you might have to change a singular noun to a plural noun, or a base verb to the infinitive according to the syntax of the sentence.
- ✓ When you have finished all 50 exercises, check your scores on page 201. Recycle those exercises you scored low on.
- ✓ Abbreviations: n = noun, v = verb, adj = adjective, adv = adverb, phr = phrase, id = idiom, conj = conjunction.



**EXERCISE 1-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. carnivore** (n)

- a. plant eater
- b. meat eater
- c. meat and plant eater
- d. primarily a meat eater

**2. prey on** (v)

- a. to look for
- b. to think about
- c. to hunt
- d. to communicate with God

**3. accelerate** (v)

- a. to slow down suddenly
- b. to speed up quickly
- c. to take one's time
- d. to wander

**4. camouflage** (n)

- a. to hide by disguise or protective coloring
- b. hunting by hiding
- c. a desert animal used for transportation
- d. synonym for "color"

**5. astounding** (adj)

- a. amazing
- b. incredible
- c. unbelievable
- d. all of the above

**6. resolute** (adj)

- a. reviled
- b. harmonious
- c. determined
- d. cautious

**7. diurnal** (adj)

- a. active at night
- b. active at dawn
- c. active at twilight
- d. active during the day

**8. species** (n)

- a. organisms capable of breeding and producing offspring of both genders
- b. specialized animals living in small groups in Africa
- c. large group of animals living in special areas
- d. large warm-blooded animals

**9. attain** (v)

- a. to reach
- b. to obtain
- c. to complete
- d. to borrow

**10. eschew** (v)

- a. to chew on
- b. to avoid
- c. to go after
- d. to bargain with

**EXERCISE 1-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	carnivore • prey on • accelerate • camouflage • astounding •
<u>List</u>	resolute • diurnal • species • attain • eschew •

1. Heshu got a perfect 120 on the TOEFL test. That's \_\_\_\_\_ !
2. Every hour all over the world, three \_\_\_\_\_ become extinct.
3. Soldiers wear \_\_\_\_\_ so they will not be seen on the battlefield.
4. Bats are nocturnal. They hunt at night. Deer are crepuscular. They are active at dawn and dusk. Cheetahs are \_\_\_\_\_. They hunt during the day.
5. Lions \_\_\_\_\_ zebras.
6. When a plane takes off, it \_\_\_\_\_ to reach maximum take off speed.
7. Hernando is very \_\_\_\_\_. When he makes up his mind, nothing can change it.
8. The opposite of \_\_\_\_\_ is herbivore.
9. Sachi studied hard and \_\_\_\_\_ her goal of becoming a surgeon.
10. Joan \_\_\_\_\_ peanuts because she is allergic to them.

## EXERCISE 1-C

## Spelling Quiz – CD Disc #1

**Directions:** ✓ Go to track #1 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 1-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The cheetah, a species of cat, is found only in Africa. Cheetahs, which are carnivores, are diurnal. They eschew larger animals like zebras and prey on gazelles and impalas instead. The cheetah's spotted fur is excellent camouflage. Quickly accelerating, cheetahs can attain speeds of 120 mph. That is astounding. However, they can only run short distances before they must rest.

**WPM Score =      / 60**

**EXERCISE 2-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. proficiency** (n)

- a. skill and knowledge
- b. easy and effortless
- c. luck and timing
- d. checking and rechecking

**2. coherent** (adj)

- a. clear
- b. understandable
- c. intelligible
- d. all of the above

**3. rate** (v)

- a. to rescind
- b. to score
- c. to mark up
- d. to reason

**4. holistic** (adj)

- a. refers to the hole
- b. refers to the whole
- c. refers to the pieces
- d. refers to the details

**5. distractor** (n)

- a. for TOEFL, a correct answer
- b. for TOEFL, no answer
- c. for TOEFL, an answer that looks right but is wrong
- d. for TOEFL, the perfect answer

**6. selective task** (phr)

- a. constructive task
- b. difficult task
- c. flexible task
- d. multiple-choice task

**7. constructive task** (phr)

- a. selective task
- b. development task
- c. non-TOEFL task
- d. attainable task

**8. thesis** (n)

- a. opinion
- b. position
- c. claim
- d. all of the above

**9. integral part of** (phr)

- a. important part of
- b. not an important part of
- c. piece of the whole
- d. the whole piece

**10. intelligible** (adj)

- a. understandable
- b. clear
- c. coherent
- d. all of the above

## EXERCISE 2-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

proficiency • coherent • rate • holistic • distractor • thesis •  
selective task • constructive task • integral part of • intelligible •

1. The most important part of your independent essay is your \_\_\_\_\_.
2. A \_\_\_\_\_ TOEFL essay is intelligible.
3. For each TOEFL reading and listening question, you get four answer choices. Two choices are obviously wrong, one is right, and one is a \_\_\_\_\_.
4. \_\_\_\_\_ means skill and knowledge.
5. ETS calls the TOEFL reading and listening questions \_\_\_\_\_.
6. The TOEFL speaking and writing questions are called \_\_\_\_\_.
7. Lee's handwriting is so bad it is not \_\_\_\_\_.
8. The personal computer is an \_\_\_\_\_ daily life in the U.S.
9. Traditional Chinese medicine is based on a \_\_\_\_\_ approach.
10. Your two TOEFL essays will be \_\_\_\_\_ holistically.

## EXERCISE 2-C

## Spelling Quiz – Track #2

**Directions:** ✓ Go to track #2 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 2-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The TOEFL iBT is an English-language proficiency test. It consists of selective and constructive tasks. Reading and listening are selective tasks. Each question includes a distractor. The speaking and writing sections are constructive tasks. A thesis is an integral part of a coherent independent essay. Coherence means your argument is intelligible. Your spoken and written responses will be rated holistically.

**WPM Score =            / 60**

## EXERCISE 3-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. agrarian** (adj)

- a. related to fields and land and farmers
- b. related to oceans and rivers and fishermen
- c. related to math and physics and professors
- d. related to cars and trucks and mechanics

**2. fertile** (adj)

- a. good for growing
- b. rich in nutrients
- c. productive
- d. all of the above

**3. enervating** (adj)

- a. exciting
- b. lazy
- c. exhausting
- d. afraid

**4. reliable** (adj)

- a. can communicate with
- b. can abide with
- c. can rely on
- d. can lie on

**5. prosper** (v)

- a. to succeed economically
- b. to fail romantically
- c. to believe resolutely
- d. to realize eventually

**6. assiduous** (adj)

- a. lazy
- b. smart
- c. shy
- d. hard working

**7. undergo** (v)

- a. to experience
- b. to go through
- c. to pass through
- d. all of the above

**8. transformation** (n)

- a. process of learning
- b. process of changing
- c. process of shaming
- d. process of taming

**9. chaotic** (adj)

- a. a state of constant change
- b. a state of no change
- c. a state of equilibrium
- d. a state of calm

**10. emancipated** (adj)

- a. enslaved
- b. inferior
- c. free
- d. superior

**EXERCISE 3-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	agrarian • fertile • enervating • reliable • prosper • assiduous •
<u>List</u>	undergo • transformation • chaotic • emancipated •

1. When Abraham Lincoln entered Richmond, the defeated capital of the slave-owning south, he was welcomed by \_\_\_\_\_ slaves.
2. Black soil means the land is very \_\_\_\_\_ .
3. Checking and rechecking these customer accounts is so \_\_\_\_\_ .
4. Banaz's life is so \_\_\_\_\_ . She is always trying to do five things at once.
5. It was a big \_\_\_\_\_ for Sahiba when she moved to Canada and married David.
6. An \_\_\_\_\_ worker is a resolute worker.
7. When you move to a new country, you \_\_\_\_\_ many changes, such as learning how to speak a new language.
8. Why do I need a new car? My old car is perfectly \_\_\_\_\_ .
9. Beata's new hat company has really begun to \_\_\_\_\_ .
10. In North America, many Native Americans followed the buffalo for food while others lived in villages. These Native Americans grew corn thus they were \_\_\_\_\_ while the hunters were nomadic.

### **EXERCISE 3-C**

### **Spelling Quiz – Track #3**

**Directions:** ✓ Go to track #3 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

### **EXERCISE 3-D**

### **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

One day, Zachary Zilgenz underwent a transformation. He gave up a chaotic big city life and moved to a fertile valley where he felt emancipated living an agrarian life. He bought a reliable tractor and worked the land assiduously. Yet, just as he began to prosper, Zachary underwent another transformation. He realized that the agrarian life can be very enervating.

**WPM Score =      / 60**

**EXERCISE 4-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. envisage (v)**

- a. to calculate
- b. to visualize
- c. to actualize
- d. to summarize

**2. innovate (v)**

- a. to develop or create something new
- b. to introduce and teach something old
- c. to produce and sell something expensive
- d. to consider and evaluate your options

**3. merge (v)**

- a. to separate
- b. to measure
- c. to mend
- d. to unite

**4. trailblazer (n)**

- a. leader
- b. pioneer
- c. pathfinder
- d. all of the above

**5. wary (adj)**

- a. wonderful
- b. war-like
- c. intelligent
- d. watchful

**6. versatile (adj)**

- a. can be used very often
- b. can be used only two ways
- c. can not be used at all
- d. can be used many ways

**7. inasmuch as (conj)**

- a. because
- b. since
- c. owing to the fact that
- d. all of the above

**8. vulnerable (adj)**

- a. open to attack
- b. closed to attack
- c. ready to attack
- d. capable of attack

**9. germinate (v)**

- a. to start to emancipate
- b. to start to feed
- c. to start to learn
- d. to start to grow

**10. fundamental (adj)**

- a. basic
- b. essential
- c. central part of
- d. all of the above

**EXERCISE 4-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

envisege • innovate • merge • trailblazer • wary • vulnerable •  
versatile • inasmuch as • germinate • fundamental •

1. Sandra Day O'Connor was a \_\_\_\_\_ . She was the first women elected to the United States Supreme Court.
2. Old technologies always \_\_\_\_\_ with new technologies. For example, radio \_\_\_\_\_ with television. Now television is \_\_\_\_\_ with personal computers.
3. Water is a \_\_\_\_\_ human requirement.
4. Apple is one of the most \_\_\_\_\_ companies in the world. They are always introducing cutting-edge products.
5. Hiro needs a high TOEFL score \_\_\_\_\_ he wants to go to Harvard.
6. When the Pilgrims landed in America, they \_\_\_\_\_ a new home for themselves in a new land.
7. Wild animals are very \_\_\_\_\_. They have to be in order to survive.
8. The seed has \_\_\_\_\_. Next, it will grow into a beautiful flower.
9. If you do not wear a seat belt, you are \_\_\_\_\_ to serious injury.
10. Naheed is really \_\_\_\_\_. She can play soccer, tennis, baseball, and ping pong.

## **EXERCISE 4-C**

## **Spelling Quiz – Track #4**

**Directions:** ✓ Go to track #4 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 4-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The internet is so versatile. It is a fundamental part of daily life in the United States. The idea germinated at M.I.T. and Stanford. Bill Gates is also a trailblazing innovator. But even his fertile mind couldn't envisage how the internet would merge science and art. Yet some are still wary inasmuch as personal computers are vulnerable to internet viruses.

**WPM Score = / 60**

## EXERCISE 5-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary.  
Check your answers on page 192. Record your score on page 201.

**1. a myriad of** (phr)

- a. lots
- b. abundant
- c. great number
- d. all of the above

**2. a plethora of** (phr)

- a. excessive
- b. far too much or many
- c. more than is practical or useful
- d. all of the above

**3. allude to** (v)

- a. to ask casually
- b. to refer to casually
- c. to refer to formally
- d. to refuse always

**4. analogous** (adj)

- a. related to
- b. connected to
- c. comparable to
- d. all of the above

**5. abundance** (n)

- a. more than enough
- b. plenty
- c. full of
- d. all of the above

**6. connote** (v)

- a. to give meaning beyond the literal definition
- b. to give added expression in conversation
- c. to give a wise answer to a tough question
- d. to suggest or imply that something is wrong

**7. domestic** (adj)

- a. referring to life around the house
- b. referring to life in the corporate world
- c. referring to life in college
- d. referring to life in the entertainment world

**8. dissimilar** (adj)

- a. almost the same
- b. not similar
- c. rarely the same
- d. always similar

**9. indeed** (adv)

- a. without a doubt
- b. in fact
- c. certainly
- d. all of the above

**10. quite** (adv)

- a. very
- b. exactly
- c. really
- d. all of the above

**EXERCISE 5-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	a myriad of • a plethora of • allude to • analogous • quite •
<u>List</u>	abundance • connote • domestic • dissimilar • indeed •

1. TOEFL, IELTS, and TOEIC have \_\_\_\_\_ testing methods.
2. There is definitely not an \_\_\_\_\_ of water in the Sahara.
3. The name Nelson Mandela \_\_\_\_\_ greatness and resolution.
4. Tigers in India are wild or "feral" whereas house cats in America are  
\_\_\_\_\_.
5. The personal computer is an integral part of daily life, \_\_\_\_\_.
6. Are Coke and Pepsi really that \_\_\_\_\_?
7. Joe has \_\_\_\_\_ money problems inasmuch as he has been unable to find a job.
8. At university, you have \_\_\_\_\_ courses from which you can choose your major.
9. These new shoes don't fit \_\_\_\_\_ right.
10. Whenever the president gives a speech, he always \_\_\_\_\_ his wife and how she has been the biggest influence in his life.

## EXERCISE 5-C

## Spelling Quiz – Track #5

**Directions:** ✓ Go to track #5 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 5-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Indeed, "a myriad of" might seem analogous to "a plethora of."

However, these two phrases are quite dissimilar. If you have a myriad of chores, for example, you're alluding to the fact that you have an abundance of domestic responsibilities. In other words, you have lots of housework to do whereas a plethora of chores connotes too much enervating housework.

**WPM Score =      / 60**

## Review# 1

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary.  
Check your answers on page 192. Record your score on page 201.

**1. distractor** (n)

- a. for TOEFL, a correct answer
- b. for TOEFL, no answer
- c. for TOEFL, an answer that looks right but is wrong
- d. for TOEFL, the only answer

**2. species** (n)

- a. organisms capable of breeding and producing offspring of both genders
- b. specialized animals living in small groups in Africa
- c. large group of animals living in special areas
- d. large warm blooded animals

**3. eschew** (v)

- a. to chew on
- b. to avoid
- c. to go after
- d. to bargain with

**4. emancipated** (adj)

- a. enslaved
- b. inferior
- c. free
- d. superior

**5. inasmuch as** (conj)

- a. because
- b. since
- c. owing to the fact that
- d. all of the above

**6. a myriad of** (adj)

- a. lots
- b. abundant
- c. great number
- d. all of the above

**7. quite** (adv)

- a. very
- b. exactly
- c. really
- d. all of the above

**8. versatile** (adj)

- a. can be used very often
- b. can be used only two ways
- c. can not be used at all
- d. can be used many ways

**9. agrarian** (adj)

- a. related to fields and land and farmers
- b. related to oceans and rivers and fishermen
- c. related to math and physics and professors
- d. related to cars and trucks and mechanics

**10. thesis** (n)

- a. opinion
- b. position
- c. claim
- d. all of the above

## EXERCISE 6-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. harbinger** (n)

- a. sign
- b. passenger
- c. harbor
- d. all of the above

**2. perch** (v)

- a. to leave a comfortable place
- b. to search and find a nice place
- c. to provide shelter in a safe place
- d. to rest or settle in a high place

**3. offspring** (n)

- a. parents
- b. uncles
- c. grandparents
- d. children

**4. precarious** (adj)

- a. dangerous
- b. doubtful
- c. not secure
- d. all of the above

**5. quest** (n)

- a. to seek
- b. to look for
- c. to search
- d. all of the above

**6. profuse** (adj)

- a. not many
- b. an average number
- c. great abundance
- d. correct amount

**7. infer** (v)

- a. to conclude from facts
- b. to research the facts
- c. to describe important facts
- d. to require legal facts

**8. thaw** (v)

- a. to change from ice to water
- b. to melt
- c. to warm up
- d. all of the above

**9. keen** (adj)

- a. very clean
- b. very warm
- c. very dull
- d. very sensitive

**10. brood** (n)

- a. group of old animals
- b. young children of one family
- c. cousins
- d. first queen

**EXERCISE 6-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	harbinger • perch • offspring • precarious • quest • profuse •
<u>List</u>	to infer • thaw • keen • brood •

1. In the late 1980s, relations between the Soviet Union and the U.S. began to \_\_\_\_\_.
2. Dogs have a \_\_\_\_\_ sense of smell.
3. When the leaves fall in autumn, it is a \_\_\_\_\_ of winter.
4. Eagles \_\_\_\_\_ at the top of the highest trees.
5. When Bess secretly saw Sam offer Daisy a diamond ring, she \_\_\_\_\_ that Sam had just proposed to Daisy.
6. Rabbits produce many \_\_\_\_\_.
7. That rope bridge might look \_\_\_\_\_, but it is really quite strong.
8. King Arthur and his knights were on a \_\_\_\_\_ to find the Holy Grail.
9. The mother bear moved her \_\_\_\_\_ across the river.
10. After winning an Oscar, the actor gave \_\_\_\_\_ thanks to everyone.

## EXERCISE 6-C

## Spelling Quiz – Track #6

**Directions:** ✓ Go to track #6 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 6-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Robins are a harbinger of spring. When you see one perching on a branch, or searching for food, you can infer that winter's over. Robins arrive in profuse numbers after the first thaw. Their offspring are born in nests built in precarious places. With keen eyes, the parent birds are resolute in their daily quest for food for their brood.

**WPM Score = / 60**

**EXERCISE 7-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. *impecunious* (adj)**

- a. always sad
- b. always poor
- c. always happy
- d. always rich

**2. *benevolent* (adj)**

- a. generous
- b. kind
- c. good
- d. all of the above

**3. *inveterate* (adj)**

- a. new habit
- b. changing habit
- c. uncommon habit
- d. established habit

**4. *reimburse* (v)**

- a. to delay paying
- b. to avoid paying
- c. to pay back
- d. to pay only half

**5. *subsist on* (v)**

- a. to live on
- b. to lie on
- c. to rely on
- d. to inform on

**6. *quite the contrary* (phr)**

- a. in conclusion
- b. in addition
- c. the exact opposite
- d. finally

**7. *all in all* (phr)**

- a. when everything is considered
- b. in the final analysis
- c. when all is said and done
- d. all of the above

**8. *judicious* (adj)**

- a. demonstrating bad judgment
- b. demonstrating no judgment
- c. demonstrating good judgment
- d. demonstrating before a judge

**9. *insinuate* (v)**

- a. to suggest
- b. to request
- c. to insulate
- d. to investigate

**10. *suffice it to say* (phr)**

- a. in short
- b. it is enough to say
- c. no more is needed to add
- d. all of the above

## EXERCISE 7-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

impecunious • benevolent • inveterate • reimburse • all in all •  
subsist on • quite the contrary • judicious • insinuate •  
suffice it to say •

1. Ricardo thinks that global warming is nothing to worry about. Sam, \_\_\_\_\_, believes that global warming is a serious problem.
2. Rita is quite prosperous; however, when she was a student she was \_\_\_\_\_.
3. \_\_\_\_\_, the party was a great success.
4. Man cannot \_\_\_\_\_ water alone.
5. When are the banks going \_\_\_\_\_ the government for all the money they borrowed after the stock market crashed?
6. \_\_\_\_\_, we could all use a vacation.
7. The \_\_\_\_\_ queen works assiduously to help her people prosper.
8. Mikael is an \_\_\_\_\_ gambler. He will bet on anything.
9. The professor \_\_\_\_\_ that Herman should study harder.
10. Surjit is always very \_\_\_\_\_ with her money. She never makes a big purchase without first doing a complete price comparison.

## **EXERCISE 7-C**

## **Spelling Quiz – Track #7**

**Directions:** ✓ Go to track #7 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 7-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Suffice it to say, Frank's inveterate spending has left him in an impecunious state. Consequently, he is feeling quite low. Lately, he's been subsisting on loans from benevolent friends he has yet to reimburse. I don't mean to insinuate that Frank is a bad man, quite the contrary. I just wish he were more judicious with his use of money.

**WPM Score = / 60**

**EXERCISE 8-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. posthumously** (adv)

- a. after death
- b. when born
- c. as an adult
- d. in old age

**2. hue** (n)

- a. color
- b. sound
- c. vision
- d. prayer

**3. masterpiece** (n)

- a. average work
- b. great work
- c. ancient work
- d. latest work

**4. saturated** (adj)

- a. drenched
- b. soaked
- c. full of
- d. all of the above

**5. towering** (adj)

- a. lower than the rest
- b. equal to everyone
- c. worst of the worst
- d. best of the best

**6. snub** (v)

- a. to ignore
- b. to avoid
- c. to shun
- d. all of the above

**7. mercurial** (adj)

- a. changing predictably
- b. changing unpredictably
- c. made of mercury
- d. planet

**8. palette** (n)

- a. artist's brush keeping box
- b. artist's paint mixing board
- c. artist's frame box
- d. artist's planning board

**9. shimmer** (v)

- a. to flicker like sunlight
- b. to shine like sunlight
- c. to move like sunlight
- d. all of the above

**10. unerring** (adj)

- a. always making a mistake
- b. rarely making a mistake
- c. never making a mistake
- d. eventually making a mistake

**EXERCISE 8-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	posthumously • hue • masterpiece • saturated • towering •
<u>List</u>	snub • mercurial • palette • shimmer • unerring •

1. Michael Jackson is as famous \_\_\_\_\_ as he was alive.
2. Traditionally, an artist's \_\_\_\_\_ is a board used for mixing paints.
3. Steve Jobs, founder of Apple Computer, created the first consumer PC, music for the web using iTunes, the iPod, and the iPhone. Suffice it to say, he has an \_\_\_\_\_ genius for innovation and marketing.
4. James Joyce is a \_\_\_\_\_ literary figure in the west.
5. When the sun sets, Jan likes to sit and watch the sunlight \_\_\_\_\_ on the lake.
6. When Phil asked the movie star for her autograph, she \_\_\_\_\_ him.
7. A \_\_\_\_\_ temper is often a harbinger of trouble.
8. Van Gogh used a myriad of \_\_\_\_\_ .
9. It has rained so much, the ground is now \_\_\_\_\_ with water.
10. Indeed, the opera *Carmen* by Georges Bizet is a \_\_\_\_\_ .

## EXERCISE 8-C

## Spelling Quiz – Track #8

**Directions:** ✓ Go to track #8 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 8-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Van Gogh is a towering figure in the art world. The hues of his early work are quite dark while the colors of his later work are so saturated with light they seem to shimmer. Van Gogh had an unerring palette and a mercurial temper. For that the art world snubbed him. Only posthumously were his masterpieces and genius recognized.

**WPM Score = / 60**

**EXERCISE 9-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. ology (suffix)**

- a. meaning the study of
- b. meaning the center of
- c. meaning the father of
- d. meaning the mother of

**2. geology (n)**

- a. the study of water
- b. the study of rocks
- c. the study of stars
- d. the study of mathematics

**3. sociology (n)**

- a. the study of sport
- b. the study of rocks
- c. the study of society
- d. the study of diseases

**4. archeology (n)**

- a. the study of new cultures
- b. the study of art and music
- c. the study of medicine
- d. the study of historic or prehistoric cultures

**5. criminology (n)**

- a. the study of crime and criminals
- b. the study of time and crime
- c. the study of fish and animals
- d. the study of old words

**6. psychology (n)**

- a. study of time and society
- b. study of blood and race
- c. study of the mind and behavior
- d. all of the above

**7. climatology (n)**

- a. the study of climates
- b. the study of water
- c. the study of cats
- d. the study of climbing

**8. anthropology (n)**

- a. the study of the mind
- b. the study of music
- c. the study of humans
- d. the study of shells

**9. meteorology (n)**

- a. the study of meteors
- b. the study of the weather
- c. the study of the poles
- d. the study of rocks

**10. discombobulated (adj)**

- a. confused
- b. uncertain
- c. not clear
- d. all of the above

## EXERCISE 9-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word List

ology • geology • sociology • archeology • criminology •  
psychology • climatology • anthropology • meteorology •  
discombobulated •

1. \_\_\_\_\_ was Sherlock Holmes' specialty.
2. Indiana Jones has a passion for \_\_\_\_\_ .
3. \_\_\_\_\_ helps us understand global warming.
4. People who study the weather are experts in \_\_\_\_\_ .
5. Is \_\_\_\_\_ a prefix or a suffix?
6. If you want to learn about rocks and how the earth was made, you should study \_\_\_\_\_ .
7. The independent essay prompt really \_\_\_\_\_ Tomoko.
8. Amina is a scientist who studies how the mind affects behavior. Her field is called \_\_\_\_\_ .
9. \_\_\_\_\_ teaches us how cultural forces affect the family structure.
10. Louise wants to study social customs and how they have influenced the development of cultures world wide. Her friend suggested that she study \_\_\_\_\_ at university.

## **EXERCISE 9-C**

## **Spelling Quiz – Track #9**

**Directions:** ✓ Go to track #9 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 9-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Geology, sociology, meteorology, archeology, criminology, psychology, climatology and anthropology. Those are just a few English words that end with the suffix ology. Ology comes from the Greek word logos. Logos means “the study of.” Many words are formed using ology, such as physiology, vulcanology, apology, cosmetology, biology, astrology, hydrology and musicology. Are you feeling a little discombobulated? How about TOEFLology?

**WPM Score =      / 60**

## EXERCISE 10-A

## Sentence-Completion Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. dwelling** (n)

- a. home
- b. place to live
- c. abode
- d. all of the above

**2. inhabit** (v)

- a. to live outside of
- b. to live in front of
- c. to live without
- d. to live in

**3. opulent** (adj)

- a. demonstrating great wealth
- b. demonstrating a bad choice
- c. demonstrating no wealth
- d. demonstrating a good choice

**4. Spartan** (adj)

- a. simple
- b. basic
- c. frugal
- d. all of the above

**5. renounce** (v)

- a. to throw up
- b. to show up
- c. to drink up
- d. to give up

**6. per capita** (phr)

- a. per person
- b. equal for some
- c. income tax
- d. foreign investments

**7. void of** (phr)

- a. full of
- b. empty of
- c. half full of
- d. in need of

**8. contrivances** (n)

- a. mechanical things
- b. fundamental domestic things
- c. electrical things
- d. all of the above

**9. novel** (adj)

- a. old
- b. young
- c. new
- d. ancient

**10. environs** (n)

- a. environment
- b. place
- c. area
- d. all of the above

**EXERCISE 10-B****Word-Insertion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	dwelling • inhabit • opulent • Spartan • renounce • void of •
<u>List</u>	per capita • contrivances • novel • environs •

1. Pamela's kitchen is full of the latest \_\_\_\_\_.
2. The iPod is quite a \_\_\_\_\_ idea.
3. Some \_\_\_\_\_ houses are really quite astounding.
4. I would avoid X Street and the surrounding \_\_\_\_\_ late at night.
5. What is the \_\_\_\_\_ income of your country?
6. Anthropologists tell us that early agrarians led \_\_\_\_\_ lives.
7. In winter, Eskimos live in \_\_\_\_\_ made of snow and ice called igloos.
8. Because the Sahara is \_\_\_\_\_ water, few people can survive there. Those who do are nomads traveling between water sources.
9. Cheetahs \_\_\_\_\_ the arid plains of Africa.
10. Marcus has \_\_\_\_\_ coffee however he has yet to \_\_\_\_\_ smoking.

## EXERCISE 10-C

## Spelling Quiz – Track #10

**Directions:** ✓ Go to track #10 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 10-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

What kind of dwelling do you inhabit? If you live in an opulent house, then the per capita income of your neighborhood is probably quite high. Many, however, have renounced opulence for more Spartan environs void of all the novel contrivances that come with luxury living. These individuals often buy secondhand furniture and fix it up in order to save money.

**WPM Score =      / 60**

## Review #2

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary.  
Check your answers on page 192. Record your score on page 201.

**1. archeology** (n)

- a. the study of new cultures
- b. the study of art and music
- c. the study of medicine
- d. the study of historic or prehistoric cultures

**2. all in all** (phr)

- a. when everything is considered
- b. in the final analysis
- c. when all is said and done
- d. all of the above

**3. posthumously** (adv)

- a. after death
- b. when born
- c. as an adult
- d. in old age

**4. harbinger** (n)

- a. sign
- b. passenger
- c. harbor
- d. all of the above

**5. per capita** (phr)

- a. per person
- b. equal for some
- c. income tax
- d. foreign investments

**6. infer** (v)

- a. to conclude from facts
- b. to research the facts
- c. to describe important facts
- d. to require legal facts

**7. suffice it to say** (phr)

- a. in short
- b. it is enough to say
- c. no more is needed to add
- d. all of the above

**8. hue** (n)

- a. color
- b. sound
- c. vision
- d. prayer

**9. ology** (suffix)

- a. means the study of
- b. means the center of
- c. means the father of
- d. means the mother of

**10. inhabit** (v)

- a. to live outside of
- b. to live in front of
- c. to live without
- d. to live in

**EXERCISE 11-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. precipitation (n)**

- a. rain
- b. snow
- c. hail
- d. all of the above

**2. drought (n)**

- a. long period of no precipitation
- b. long period of war
- c. long period of peace
- d. long period of creation

**3. famine (n)**

- a. extreme lack of food
- b. extreme lack of rain
- c. extreme lack of land
- d. extreme lack of work

**4. omen (n)**

- a. sign
- b. king
- c. God
- d. story

**5. render (v)**

- a. to change
- b. to transform
- c. to alter
- d. all of the above

**6. arable (adj)**

- a. bad for farming
- b. good for building on
- c. good for farming
- d. sold for farming

**7. arid (adj)**

- a. lacking moisture
- b. no water
- c. dry
- d. all of the above

**8. abandon (v)**

- a. to return to often
- b. to give up and leave
- c. to abide by always
- d. to transform quickly

**9. downfall (n)**

- a. sudden loss of knowledge
- b. sudden loss of wealth and power
- c. sudden plethora of problems
- d. sudden abundance

**10. destitute (adj)**

- a. lacking nothing
- b. lacking everything
- c. lacking time
- d. all of the above

**EXERCISE 11-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	drought • famine • precipitation • omen • render • arable •
<u>List</u>	arid • abandon • downfall • destitute •

1. The \_\_\_\_\_ has lasted more than five years. Even now there is no rain.
2. The homeless man on the corner is obviously \_\_\_\_\_ for a myriad of reasons.
3. \_\_\_\_\_ can be any form of water that falls from the sky, for example snow, rain, sleet or hail.
4. Long ago, a king's position was always precarious. His \_\_\_\_\_ could happen at any time.
5. From an \_\_\_\_\_ , agrarian people could infer many things, such as a year of rain or a year of drought.
6. A dead battery will \_\_\_\_\_ a cell phone unusable.
7. Petra had to \_\_\_\_\_ the idea of completing her university degree in two years instead of four.
8. "Feast or \_\_\_\_\_" is a common expression analogous to "Times are either really good or really bad with no in between."
9. Some believe that \_\_\_\_\_ land is more valuable than gold.
10. Arizona is quite \_\_\_\_\_.

## EXERCISE 11-C

## Spelling Quiz – Track #11

**Directions:** ✓ Go to track #11 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 11-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

A drought means a long period of no precipitation. Because there is no precipitation, the soil becomes arid. Consequently, once fertile land is rendered unarable. This, in turn, leads to famine. Drought has caused the downfall of many civilizations. People had to abandon the land inasmuch as they were left destitute. Many believed that droughts were omens from the Gods.

**WPM Score =      / 60**

**EXERCISE 12-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. notorious** (adj)

- a. famous for good behavior
- b. famous for wise behavior
- c. famous for bad behavior
- d. famous for judicious behavior

**2. nefarious** (adj)

- a. evil
- b. very bad
- c. wicked
- d. all of the above

**3. pervade** (v)

- a. to leave all parts
- b. to introduce all parts
- c. to enter all parts
- d. to consider all parts

**4. ruthless** (adj)

- a. no fun
- b. no mercy
- c. no memory
- d. no idea

**5. reign** (v)

- a. to rule like a queen or king
- b. to control for a time period
- c. to exercise authority
- d. all of the above

**6. unquenchable** (adj)

- a. always thirsty
- b. unable to satisfy
- c. always desiring more
- d. all of the above

**7. repeal** (v)

- a. to seek justice
- b. to rescind officially
- c. to make a deal
- d. to repeat a deal

**8. turbulent** (adj)

- a. chaotic
- b. pacific
- c. arid
- d. impecunious

**9. widespread** (adj)

- a. happening over a small area
- b. happening at the same time
- c. happening over a wide area
- d. happening once in a while

**10. corruption** (n)

- a. process of decay
- b. immoral behavior
- c. gain by breaking the law
- d. all of the above

## EXERCISE 12-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

notorious • nefarious • pervade • ruthless • reign • repeal •  
unquenchable • turbulent • widespread • corruption •

1. Famine in Africa is \_\_\_\_\_.
2. The period following the downfall of a monarch or some other political leader is always \_\_\_\_\_.
3. Many in America want the government \_\_\_\_\_ the marijuana laws.
4. Carlos has an \_\_\_\_\_ desire for perilous sports.
5. Elizabeth the First of England \_\_\_\_\_ from 1558 to 1603.
6. Is it possible to eliminate government \_\_\_\_\_?
7. Madonna's \_\_\_\_\_ behavior helped make her famous.
8. Dictators must be \_\_\_\_\_ in order to survive.
9. James Bond always fights \_\_\_\_\_ characters.
10. Pollution, particularly in the form of plastic bottles, has \_\_\_\_\_ all corners of the planet.

## **EXERCISE 12-C**

## **Spelling Quiz – Track #12**

**Directions:** ✓ Go to track #12 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 12-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The 1920s were turbulent times in America. Chicago is a good example of the chaos. The notorious Al Capone and his nefarious associates saturated the inhabitants of Chicago with illegal alcohol. Capone ruthlessly eliminated other gangs and reigned supreme over widespread corruption that pervaded even the police force. Chicago's unquenchable thirst for alcohol lasted until Prohibition was repealed in 1933.

**WPM Score = / 60**

**EXERCISE 13-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. disaster** (n)

- a. event that results in human loss
- b. event that results in financial loss
- c. event that results in the loss of part the environment
- d. all of the above

**2. avalanche** (n)

- a. snow and ice racing down a mountain
- b. snow and ice getting deeper
- c. snow and ice melting quickly
- d. snow and ice advancing

**3. tsunami** (n)

- a. ocean waves caused by a ship
- b. ocean wave caused by an earthquake
- c. excellent surfing wave caused by a big storm
- d. series of high ocean waves

**4. hurricane** (n)

- a. violent ocean storm
- b. tropical cyclonic storm
- c. storm with high winds
- d. all of the above

**5. tornado** (n)

- a. violent storm
- b. cyclonic land storm
- c. storm with high winds
- d. all of the above

**6. placid** (adj)

- a. mad and upset
- b. calm and gentle
- c. excited and restless
- d. perilous and evil

**7. landscape** (n)

- a. the shape of the land
- b. the land in front of the viewer
- c. the natural surroundings
- d. all of the above

**8. deadliest** (adj)

- a. most friendly
- b. most costly
- c. most deadly
- d. most impecunious

**9. sweep through** (v)

- a. to move through slowly
- b. to move through quickly
- c. to move through randomly
- d. to move through daily

**10. shatter** (v)

- a. to break in many pieces
- b. to shift around in a circle
- c. to collect many pieces
- d. to gather many pieces

**EXERCISE 13-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word

disaster • avalanche • tsunami • hurricane • tornado •

List

placid • landscape • deadliest • sweep through • shatter •

1. In Connecticut in the fall, the \_\_\_\_\_ changes from summer green to a myriad of autumn hues.
2. Every Saturday morning, Fernanda \_\_\_\_\_ the mall looking for sales.
3. The clown fish is not one of the \_\_\_\_\_ fishes in the world.
4. Don't drop that crystal glass or it will \_\_\_\_\_.
5. \_\_\_\_\_ claim the lives of many skiers every year.
6. Is it possible to surf a \_\_\_\_\_?
7. An earthquake that kills many people and results in extreme financial loss is an example of a natural \_\_\_\_\_.
8. The state of Kansas is notorious for having a lot of \_\_\_\_\_.
9. Look at the sunlight shimmering on the \_\_\_\_\_ lake.
10. When meteorologists name a \_\_\_\_\_, they do not use the letters Q, U, X, Y, or Z because few names begin with those letters.

## EXERCISE 13-C

## Spelling Quiz – Track #13

**Directions:** ✓ Go to track #13 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 13-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Worldwide, natural disasters come in all shapes and sizes, such as tornados, hurricanes, avalanches, and tsunamis. Each can transform a perfectly placid landscape into shattered worlds of profuse suffering. A good example is Hurricane Katrina. Katrina swept through New Orleans in 2005 and killed 1,836 people. Meteorologists say Hurricane Katrina was one of the five deadliest hurricanes in American history.

**WPM Score =      / 60**

**EXERCISE 14-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. profit (v)**

- a. to benefit from
- b. to gain from
- c. to make income after all expenses
- d. all of the above

**2. go bankrupt (v)**

- a. to be able to pay one's bills
- b. to be judged unable to pay one's bills
- c. to forget a plethora of unpaid bills
- d. to be free to pay no bills

**3. take over (v)**

- a. to take a chance
- b. to take control of
- c. to take a loss
- d. to lose control

**4. aggregate (n)**

- a. big pieces broken into smaller pieces
- b. many big and small pieces
- c. too many broken pieces
- d. small pieces joined to make a big piece

**5. acquire (v)**

- a. to take possession of
- b. to own
- c. to take control of
- d. all of the above

**6. share (n)**

- a. paper signifying a percentage of ownership in a public company
- b. a piece of something
- c. part of a whole
- d. all of the above

**7. turn around (v)**

- a. to go in the same direction
- b. to go in the wrong direction
- c. to go in a myriad of directions
- d. to go in a new direction

**8. turn a profit (v)**

- a. to make money
- b. to make a profit
- c. to succeed
- d. all of the above

**9. conglomerate (n)**

- a. company with many foreign partners
- b. company with little or no profit
- c. company with only one product
- d. company with many large subdivisions of different industries

**10. target market (n)**

- a. particular customers for a particular product
- b. market that is profitable
- c. market that is transforming
- d. a foreign market that is failing

## EXERCISE 14-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

profit • go bankrupt • take over • aggregate • acquire • share •  
turn around • turn a profit • conglomerate • target market •

1. The goal of each company is to \_\_\_\_\_.
2. Hollywood's \_\_\_\_\_ is young American males and foreigners.
3. Concrete, invented by the Romans, is an \_\_\_\_\_ of mortar, rocks, pieces of ceramic tile, sea shells, and demolished old buildings.
4. Ann and David are hoping \_\_\_\_\_ some land in the country.
5. Kereshmeh bought one thousand Microsoft \_\_\_\_\_ and two thousand Apple \_\_\_\_\_.
6. Irena is not doing well at school. I hope she can \_\_\_\_\_ it \_\_\_\_\_ soon.
7. Looking back, Brad believes he has really \_\_\_\_\_ from getting his MBA.
8. General Electric (GE), a famous American \_\_\_\_\_, was started by Thomas Edison in 1892.
9. Many companies \_\_\_\_\_ because they do not have a coherent business plan.
10. Napoleon tried to \_\_\_\_\_ Russia. However, a cold, hard winter rendered his invasion plans useless. Consequently, he retreated in defeat.

## **EXERCISE 14-C**

## **Spelling Quiz – Track #14**

**Directions:** ✓ Go to track #14 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 14-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

OUi corporation, a French conglomerate, recently went bankrupt. OUi is an aggregate of financial, aerospace, medical, and energy businesses, none of which has turned a profit in ten years. OUi has tried to turn around, but has failed to acquire a significant share of their target markets. BNZ, a prosperous German company, plans to take over OUi and transform it.

**WPM Score =      / 60**

**EXERCISE 15-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. DNA (n)**

- a. deoxyribonucleic acid
- b. the building blocks of life
- c. genetic instructions
- d. all of the above

**2. quadruped (n)**

- a. two limb movement
- b. eight limb movement
- c. movement using no limbs
- d. movement using four limbs

**3. primate (n)**

- a. mammals in the order of Primates, including humans and apes
- b. mammals in the order of Primates, including only apes
- c. gorillas and chimpanzees
- d. mammals in the order of Primates, including humans, dogs and cats

**4. primarily (adv)**

- a. mainly
- b. usually
- c. predominantly
- d. all of the above

**5. extinct (adj)**

- a. species still living
- b. species becoming fewer
- c. species no longer living
- d. species struggling to survive

**6. endangered (adj)**

- a. threatened with extinction
- b. threatened by man
- c. threatened by drought or famine
- d. all of the above

**7. habitat (n)**

- a. animal's environment
- b. animal's natural home
- c. place a species is likely to be seen
- d. all of the above

**8. herbivore (n)**

- a. eats only plants
- b. eats plants and meat
- c. eats only spices
- d. eats only meat

**9. vanish (v)**

- a. to envisage
- b. to disappear
- c. to vanquish
- d. to escape

**10. irreplaceable (adj)**

- a. cannot replace
- b. cannot substitute
- c. impossible to find another
- d. all of the above

**EXERCISE 15-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word List</u>	DNA • quadruped • primate • primarily • extinct • endangered • habitat • herbivore • vanish • irreplaceable •
------------------	---

1. The birthday gift Bertha's grandmother gave her is \_\_\_\_\_ .
2. Humans are bipeds while dogs and cats are \_\_\_\_\_ .
3. The bald eagle is no longer on the \_\_\_\_\_ species list.
4. The dodo, a species of flightless bird once native to New Zealand, has been \_\_\_\_\_ for over two hundred years.
5. Many think that the sasquatch, or "Big Foot," is an example of a yet undiscovered \_\_\_\_\_ living in the mountains of western North America.
6. The Amazon jungle, \_\_\_\_\_ for millions of animal species, is \_\_\_\_\_ at an alarming rate.
7. Scientists are learning that many types of cancer are caused by damaged \_\_\_\_\_ .
8. The chocolate cake Lisa made for the office party was so good it simply \_\_\_\_\_ .
9. An omnivore, such as the grizzly bear, is an animal that is both a carnivore and an \_\_\_\_\_ .
10. Domestic house cats are both diurnal and nocturnal; however, they are \_\_\_\_\_ nocturnal.

## EXERCISE 15-C

## Spelling Quiz – Track #15

**Directions:** ✓ Go to track #15 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 15-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Mountain gorillas are endangered primates that inhabit the mountain forests of central Africa. They are primarily herbivores and are quadrupeds. They are very social with strong family bonds. Their DNA is 97.7 per cent the same as human DNA. Sadly, they are in danger of becoming extinct inasmuch as their habitat is vanishing. If they become extinct, they'll be irreplaceable.

**WPM Score = / 60**

## Review #3

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. drought** (n)

- a. long period of no precipitation
- b. long period of war
- c. long period of peace
- d. long period of creation

**2. famine** (n)

- a. extreme lack of food
- b. extreme lack of rain
- c. extreme lack of land
- d. extreme lack of work

**3. reign** (v)

- a. to rule like a queen or king
- b. to control for a time period
- c. to exercise authority
- d. all of the above

**4. repeal** (v)

- a. to seek justice
- b. to rescind officially
- c. to make a deal
- d. to repeat a deal

**5. placid** (adj)

- a. mad and upset
- b. calm and gentle
- c. excited and restless
- d. dangerous and evil

**6. tsunami** (n)

- a. ocean waves caused by a ship
- b. ocean wave caused by an earthquake
- c. excellent surfing wave caused by a big storm
- d. series of high ocean waves

**7. go bankrupt** (v)

- a. to be able to pay one's bills
- b. to be judged unable to pay one's bills
- c. to forget a plethora of unpaid bills
- d. free to pay no bills

**8. aggregate** (n)

- a. big pieces broken into smaller pieces
- b. many big and small pieces
- c. too many broken pieces
- d. small pieces joined to make a big piece

**9. DNA** (n)

- a. deoxyribonucleic acid
- b. the building blocks of life
- c. genetic instructions
- d. all of the above

**10. extinct** (adj)

- a. species still living
- b. species becoming fewer
- c. species no longer living
- d. species struggling to survive

## EXERCISE 16-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. cosmos** (n)

- a. the planets
- b. the oceans
- c. the sky
- d. the universe

**2. galaxy** (n)

- a. massive group of stars
- b. small group of moons
- c. massive group of rivers
- d. small group of planets

**3. meteor** (n)

- a. small to large-sized rock
- b. planet-sized object
- c. flash of light
- d. type of space ship

**4. black hole** (n)

- a. massive invisible hole in space
- b. massive visible hole in space
- c. myriad holes on the moon
- d. volcano

**5. comet** (n)

- a. celestial body with a tail
- b. celestial body with a moon
- c. celestial body without a tail
- d. celestial body with wings

**6. asteroid** (n)

- a. small planet-sized rock
- b. medium-sized meteor
- c. large twin moons
- d. small rock

**7. wipe out** (v)

- a. to remove completely
- b. to destroy completely
- c. to eradicate
- d. all of the above

**8. orbit** (v)

- a. to travel through an object
- b. to travel out of an object
- c. to travel around an object
- d. to travel inside an object

**9. dinosaurs** (n)

- a. gigantic herbivore and carnivore reptiles of the Mesozoic Era
- b. gigantic primates of the Jurassic Era
- c. towering herbivore reptiles of the Triassic Period
- d. extinct carnivores

**10. cataclysmic** (adj)

- a. sudden and violent change
- b. transformation
- c. earth-changing event
- d. all of the above

**EXERCISE 16-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word

cosmos • galaxy • meteor • black hole • comet • asteroid • orbit •

List

wipe out • dinosaurs • cataclysmic •

1. Earth is located in the \_\_\_\_\_ called the Milky Way.
2. \_\_\_\_\_ are one of the cosmos' greatest mysteries.
3. Since the dawn of time, man has looked up at the \_\_\_\_\_ and wondered what mysteries were out there.
4. The Indian Ocean Earthquake in December, 2004 was a \_\_\_\_\_ event.
5. Director Steven Spielberg popularized \_\_\_\_\_ in the movie *Jurassic Park*.
6. If you look up into the night sky, you can see satellites \_\_\_\_\_ the earth.
7. Overfishing is \_\_\_\_\_ fish stocks around the world.
8. Scientists are tracking \_\_\_\_\_ to make sure they do not hit the Earth.
9. A \_\_\_\_\_ shower is a group of meteors entering, and burning up, in the Earth's atmosphere.
10. In the Middle Ages, a \_\_\_\_\_ was seen as a bad omen.

## EXERCISE 16-C

## Spelling Quiz – Track #16

**Directions:** ✓ Go to track #16 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 16-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Look up at the cosmos on a clear night. What do you see? You see the moon, stars and galaxies. You might even see a meteor or a comet. Far beyond human sight are black holes and asteroids. An asteroid is a big rock orbiting the sun. One hit Earth with such cataclysmic force that it wiped out the dinosaurs.

**WPM Score =      / 60**

**EXERCISE 17-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. ous** (suffix)

- a. meaning full of
- b. meaning possessing
- c. meaning having
- d. all of the above

**2. copious** (adj)

- a. a lot of
- b. large number
- c. abundant
- d. all of the above

**3. superfluous** (adj)

- a. unnecessary
- b. excessive
- c. useless
- d. all of the above

**4. ludicrous** (adj)

- a. stupid
- b. ridiculous
- c. not worth consideration
- d. all of the above

**5. comestible** (n)

- a. something edible
- b. food
- c. something to eat
- d. all of the above

**6. ravenous** (adj)

- a. really hungry
- b. starving
- c. famished
- d. all of the above

**7. miraculous** (adj)

- a. incredible
- b. like a miracle
- c. unbelievable
- d. all of the above

**8. punctilious** (adj)

- a. eye for detail
- b. strict
- c. formal
- d. all of the above

**9. diligent** (adj)

- a. hard-working
- b. energetic
- c. industrious
- d. all of the above

**10. on top of that** (phr)

- a. moreover
- b. in addition
- c. plus
- d. all of the above

## EXERCISE 17-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Words</u>	ous • copious • superfluous • ludicrous • comestible • ravenous •
<u>List</u>	miraculous • punctilious • diligent • on top of that •

1. After hibernating all winter, the mother grizzly bear was \_\_\_\_\_.
2. The most \_\_\_\_\_ students will succeed.
3. Finding life on Mars would be \_\_\_\_\_.
4. During the annual meeting, Surendra took \_\_\_\_\_ notes.
5. \_\_\_\_\_ is a common suffix in English.
6. Whenever Stephanie travels abroad, she likes to visit grocery stores to see what kind of \_\_\_\_\_ people are eating.
7. Amara scored a perfect 120 on the TOEFL test. \_\_\_\_\_, she got a scholarship at Yale.
8. Have you ever noticed that Professor Morrison is very \_\_\_\_\_?
9. Miranda already has a great laptop, and she just bought another one. Talk about \_\_\_\_\_.
10. My boss wants me to work Saturday and Sunday for no pay. That's \_\_\_\_\_.

## EXERCISE 17-C

## Spelling Quiz – Track #17

**Directions:** ✓ Go to track #17 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 17-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Many English words end in the suffix ous. For example, if you're a diligent student, you undoubtedly take copious notes. On top of that, you're quite punctilious. Since you work hard, you're often ravenous and love delicious comestibles. You think buying expensive contrivances is superfluous and ludicrous, and a perfect TOEFL score would be wonderful, marvelous, not to mention miraculous.

**WPM Score = / 60**

**EXERCISE 18-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. photosynthesis (n)**

- a. chemical energy into light energy
- b. energy used for photography
- c. plant energy into light energy
- d. light energy into chemical energy

**2. atmosphere (n)**

- a. gas surrounding a celestial body
- b. gas in a galaxy
- c. gas from comets and meteors
- d. gas transformed into air

**3. capture (v)**

- a. to catch and hold
- b. to grab hold of
- c. to take and hold
- d. all of the above

**4. chloroplast (n)**

- a. site of photosynthesis in a plant
- b. a plethora of plant energy
- c. recycled plant energy
- d. light produced by a plant

**5. convert (v)**

- a. to transform
- b. to change
- c. to alter
- d. all of the above

**6. whereby (conj)**

- a. on which
- b. of which
- c. in which
- d. which is

**7. absorb (v)**

- a. to take in
- b. to receive
- c. to consume
- d. all of the above

**8. molecule (n)**

- a. smallest part of something that still has the same properties
- b. extremely small particle
- c. particle containing two or more atoms
- d. all of the above

**9. organism (n)**

- a. unique life form
- b. a group of life forms
- c. individual life form
- d. transforming life form

**10. unique (adj)**

- a. special
- b. original
- c. one of a kind
- d. all of the above

**EXERCISE 18-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	photosynthesis • atmosphere • capture • chloroplast • unique •
<u>List</u>	whereby • absorb • molecule • organism • convert •

1. \_\_\_\_\_ is an integral part of photosynthesis.
2. Have you seen Justine's paintings? Her style is so \_\_\_\_\_ .
3. The \_\_\_\_\_ surrounding the Earth is approximately seventy-five miles thick.
4. Bruno likes \_\_\_\_\_ sunsets shimmering on the lake with his camera.
5. Mohamed wants \_\_\_\_\_ his house into apartments.
6. If there were no \_\_\_\_\_ , there would be no agrarian cultures.
7. In some cultures, marriage is an official process \_\_\_\_\_ a man and a woman agree to spend the rest of their lives together.
8. Finding living \_\_\_\_\_ on Mars would be miraculous.
9. Olga is an assiduous student; however, she will not be in TOEFL class tomorrow inasmuch as she needs more time \_\_\_\_\_ the writing strategies she learned in yesterday's class.
10. Alphonse has quite a fertile imagination. He says he can see a \_\_\_\_\_ with his own two eyes. Sorry, but I think that is ludicrous.

## EXERCISE 18-C

## Spelling Quiz – Track #18

**Directions:** ✓ Go to track #18 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 18-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

In plants, photosynthesis is the process whereby carbon dioxide is converted into sugar. First, chloroplast in the leaves absorbs sunlight to make ATP, a molecule which stores light energy. Next, ATP captures carbon dioxide from the atmosphere and converts it into carbohydrates, such as sugar. Plants are unique inasmuch as they're the only organisms that can make their own food.

**WPM Score =      / 60**

**EXERCISE 19-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. precipitate (v)**

- a. to cause to happen
- b. to bring about
- c. to change from one state to another
- d. all of the above

**2. abolitionist (n)**

- a. one who wants abalone
- b. one who wants to end something
- c. one who wants to see something
- d. one who wants nothing

**3. cease (v)**

- a. to seize
- b. to follow
- c. to stop
- d. to continue

**4. label (v)**

- a. to put a name on
- b. to insult someone
- c. to cause injury to someone
- d. to fight for justice

**5. immoral (adj)**

- a. that which the group finds unreasonable
- b. that which the group finds overwhelming
- c. that which the group considers the wrong behavior
- d. not which the group considers unintelligent

**6. anathema (n)**

- a. idea or object of respect
- b. idea or object of great joy
- c. idea or object of fear
- d. idea or object of great loathing

**7. proposition (n)**

- a. idea to be debated
- b. proposed plan
- c. focus of an argument
- d. all of the above

**8. enflame (v)**

- a. to make happy
- b. to make said
- c. to make angry
- d. to make excited

**9. antipathy (n)**

- a. dislike for
- b. agreement with
- c. capable of
- d. reason against

**10. secession (n)**

- a. the act of joining
- b. the process of acting
- c. the process of leaving
- d. the act of staying

## EXERCISE 19-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

precipitate • abolitionist • cease • label • immoral • enflame •  
anathema • proposition • antipathy • secession •

1. Farouk's idea of dropping out of university before graduating is \_\_\_\_\_ to his parents.
2. When it comes to soccer, there has always been great \_\_\_\_\_ between Brazil and Argentina.
3. In many ways, Martin Luther King was an \_\_\_\_\_ trying to emancipate blacks from white discrimination.
4. Sorry, but I think that Fernando's latest \_\_\_\_\_ for reducing the number of working hours per week is not feasible.
5. The idea that the government does not provide free public health insurance for everyone is \_\_\_\_\_ to many Americans.
6. When she was in high school, Elizabeth's friends \_\_\_\_\_ her a genius because she had such an astounding mind for numbers.
7. What \_\_\_\_\_ the fight between Al and Krissy? They seemed so happy.
8. In the 1970s, many French-speaking inhabitants of the province of Quebec shared the same dream: \_\_\_\_\_ from Canada.
9. The loud music in the apartment next door has finally \_\_\_\_\_ .
10. In 1765, the introduction of the Stamp Act, a direct tax on printed material and imposed on the American colonies by the British parliament, only \_\_\_\_\_ American \_\_\_\_\_ for the British.

## EXERCISE 19-C

## Spelling Quiz – Track #19

**Directions:** ✓ Go to track #19 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 19-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

In 1860, the northern abolitionist proposition that owning slaves was immoral, and that it should cease, was anathema to southern slave-owning states who viewed slavery as a legal right based on state, not federal, law. The election of Abraham Lincoln, whom the south labeled an abolitionist, only enflamed southern antipathy to the north and precipitated the secession of southern states.

**WPM Score = / 60**

## EXERCISE 20-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. indigenous** (adj)

- a. native
- b. foreign
- c. related
- d. enslaved

**2. immunity** (n)

- a. rejection
- b. protection
- c. inspection
- d. immigration

**3. flourish** (v)

- a. to do nothing
- b. to do adequately
- c. to do poorly
- d. to do very well

**4. heretofore** (adv)

- a. previously
- b. eventually
- c. sequentially
- d. here and there

**5. exchange** (v)

- a. to regulate
- b. to trade
- c. to negotiate
- d. to precipitate

**6. monumental** (adj)

- a. astounding
- b. large and impressive
- c. extremely significant
- d. all of the above

**7. hence** (adv)

- a. therefore
- b. believe or not
- c. in contrast
- d. indeed

**8. devastating** (adj)

- a. to destroy
- b. to shock and stun
- c. to ruin completely
- d. all of the above

**9. launch** (v)

- a. to begin
- b. to start
- c. to commence
- d. all of the above

**10. era** (n)

- a. ancient time period
- b. famous time period
- c. specific time period
- d. one hundred years

**EXERCISE 20-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	indigenous • immunity • flourish • heretofore • exchange • era •
<u>List</u>	monumental • hence • devastating • launch •

1. Suffice it to say, the internet is a fast way to \_\_\_\_\_ information.
2. Meteorologists are predicting that three \_\_\_\_\_ hurricanes will hit Florida this year.
3. Eskimos are \_\_\_\_\_ to northern Canada and Alaska.
4. The destruction of the Berlin Wall was a \_\_\_\_\_ moment in world history.
5. That company always saturates the market with advertising whenever it \_\_\_\_\_ a new product.
6. The deer that inhabit the park are \_\_\_\_\_ because they have no natural predators.
7. The president keeps alluding to a problem \_\_\_\_\_ unknown to everyone in the company.
8. Lincoln emancipated the slaves \_\_\_\_\_ he is considered a \_\_\_\_\_ figure in American history.
9. The judge granted the witness \_\_\_\_\_ from prosecution.
10. Robert, Sally and Joe were all born in the \_\_\_\_\_ known as the Baby Boom.

## EXERCISE 20-C

## Spelling Quiz – Track #20

**Directions:** ✓ Go to track #20 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 20-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The Columbian Exchange was a monumental event in world history. It launched the east-west exchange of cultures and goods. The era commenced with Columbus' arrival in the New World, hence "Columbian Exchange." New diseases introduced to the old world flourished, devastating millions of indigenous people who had no immunity, while the tomato, a heretofore unknown fruit, was introduced to Europe.

**WPM Score =      / 60**

## Review #4

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. cataclysmic** (adj)

- a. sudden and violent change
- b. transformation
- c. earth-changing event
- d. all of the above

**2. copious** (adj)

- a. a lot of
- b. large number
- c. abundant
- d. all of the above

**3. heretofore** (adv)

- a. previously
- b. eventually
- c. sequentially
- d. here and there

**4. on top of that** (phr)

- a. moreover
- b. in addition
- c. plus
- d. all of the above

**5. whereby** (conj)

- a. on which
- b. of which
- c. in which
- d. which is

**6. orbit** (v)

- a. to travel through an object
- b. to travel out of an object
- c. to travel around an object
- d. to travel inside an object

**7. proposition** (n)

- a. idea to be debated
- b. proposed plan
- c. focus of an argument
- d. all of the above

**8. organism** (n)

- a. unique life form
- b. a group of life forms
- c. individual life form
- d. transforming life form

**9. precipitate** (v)

- a. to cause to happen
- b. to bring about
- c. to change from one state to another
- d. all of the above

**10. indigenous** (adj)

- a. native
- b. foreign
- c. related
- d. enslaved

**EXERCISE 21-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. Catch-22** (id, n)

- a. trapped by opposing conditions
- b. situation preventing a solution to a problem
- c. a no-win situation
- d. all of the above

**2. drop out of** (v)

- a. to quit
- b. to leave
- c. to end
- d. all of the above

**3. benefits** (n)

- a. conditions
- b. guarantees
- c. membership
- d. advantages

**4. perplexed** (adj)

- a. nonplussed
- b. confused
- c. discombobulated
- d. all of the above

**5. it goes without saying** (phr)

- a. it is obvious
- b. the facts are clear
- c. as you can see
- d. all of the above

**6. persist with** (v)

- a. to stop
- b. to remember
- c. to avoid
- d. to continue

**7. counter** (v)

- a. to argue the opposite
- b. to agree completely
- c. to suggest often
- d. to respond slowly

**8. enumerate** (v)

- a. to enjoy a number of
- b. to sell a number of
- c. to buy a number of
- d. to list the number of

**9. pull the plug** (id, v)

- a. to end something
- b. to empty a sink or bath by pulling the drain plug
- c. to cut off
- d. all of the above

**10. quandary** (n)

- a. feeling of confidence
- b. full of energy
- c. feeling rested
- d. unable to decide

**EXERCISE 21-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word

Catch-22 • drop out of • benefits • perplexed • counter •

List

it goes without saying • persist with • enumerate • quandary • pull the plug •

1. There are many \_\_\_\_\_ to speaking a foreign language.
2. The idiom \_\_\_\_\_ comes from the novel of the same name.
3. \_\_\_\_\_ that you should study for the TOEFL test.
4. Sylvia's boss \_\_\_\_\_ on her latest project inasmuch as it contained a plethora of problems.
5. When TOEFL test-takers choose a distractor, then realize they made a mistake, they are \_\_\_\_\_ because the distractor seemed correct.
6. Farouk abandoned his plans of becoming a doctor when he \_\_\_\_\_ med school.
7. Despite the poor economy, the company is \_\_\_\_\_ its plan to build ten new resorts.
8. Lily said that eating meat renders people fat and unhealthy. Edmund \_\_\_\_\_ by saying that man had to eat more than just vegetables to acquire enough daily protein.
9. Toni really wants to go back to Brazil, but he just got promoted to vice president of North American marketing. He is definitely in a \_\_\_\_\_ .
10. Last class, the professor \_\_\_\_\_ the ways you can get a high independent essay score.

## EXERCISE 21-C

## Spelling Quiz – Track #21

**Directions:** ✓ Go to track #21 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 21-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Mary's in a Catch-22. She needs to drop out of school and get a job. Yet if she doesn't get her degree, she won't get a job. Brian said Mary should persist whereas Michelle countered by enumerating the benefits of pulling the plug on school. It goes without saying that Mary's in a quandary. She has never felt so perplexed.

**WPM Score =      / 60**

**EXERCISE 22-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. kill two birds with one stone**  
(id, v)

- a. to take control of one's future
- b. to accomplish a myriad of things
- c. to do two things at the same time
- d. to solve difficult answers

**2. the icing on the cake** (id, n)

- a. the best part
- b. the amazing part
- c. the good part
- d. all of above

**3. pull through with flying colors**  
(id, v)

- a. to fail beyond expectation
- b. to succeed beyond expectation
- c. to try one's best all the time
- d. to succeed without trying

**4. overwhelmed** (adj)

- a. feeling buried
- b. feeling too much pressure
- c. feeling out of control
- d. all of the above

**5. significant other** (id)

- a. friend
- b. spouse
- c. lover
- d. superior

**6. walk on air** (id, v)

- a. to be extremely light
- b. to feel extremely airy
- c. to be extremely happy
- d. to feel extremely perplexed

**7. blow away** (id, v)

- a. to be amazed
- b. to be astounded
- c. to feel shocked
- d. all of the above

**8. gratis** (adj)

- a. not free
- b. free
- c. with a tip
- d. expensive

**9. painstaking** (adj)

- a. difficult process
- b. effortless process
- c. discombobulating idea
- d. copious process

**10. loaded** (id)

- a. rich
- b. poor
- c. impecunious
- d. overwhelmed

**EXERCISE 22-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

kill two birds with one stone • the icing on the cake •  
pull through with flying colors • overwhelmed • significant other •  
walk on air • blow away • gratis • painstaking • loaded •

1. Andrea was \_\_\_\_\_ when she learned that she was accepted into New York University.
2. Nicholas \_\_\_\_\_ when he went to the BMW dealer and bought two new BMWs: one for himself and one for his wife.
3. Peter always feels \_\_\_\_\_ at work inasmuch as he always has a plethora of things to do.
4. Climbing Mount Everest is not only extremely perilous but also a \_\_\_\_\_ process that can take years to complete.
5. It goes without saying that Bill Gates is \_\_\_\_\_ .
6. Raquel's \_\_\_\_\_ was looking quite perplexed when she said that she loved him but didn't want to marry him.
7. When the United States beats Brazil for the World Cup, I will be \_\_\_\_\_ .
8. Edgar was faced with a Catch-22. He wanted to accept the scholarship. It was \_\_\_\_\_ yet the low-ranked college was in the middle of nowhere.
9. Ken's surgery went just fine. He \_\_\_\_\_ .
10. I just won the lottery! \_\_\_\_\_ is it's tax free!

## **EXERCISE 22-C**

## **Spelling Quiz – Track #22**

**Directions:** ✓ Go to track #22 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 22-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Carmen killed two birds with one stone: she graduated with a medical and a law degree. It was painstaking, and she often felt overwhelmed, yet she pulled through with flying colors. Her friends were blown away, indeed, while Carmen was walking on air. The icing on the cake is her education was gratis inasmuch as her significant other is loaded.

**WPM Score = / 60**

## EXERCISE 23-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. feel like a fish out of water**  
(id, v)

- a. to be in the wrong place
- b. to feel out of context
- c. to know you do not fit in
- d. all of the above

**2. overcome** (v)

- a. to come together
- b. to get better
- c. to defeat
- d. to go over

**3. take the bull by the horns**  
(id, v)

- a. to take control
- b. to take responsibility
- c. to face a challenge directly
- d. all of the above

**4. misgivings** (n)

- a. feelings of giving
- b. feelings of doubt
- c. feelings of fear
- d. feelings of pride

**5. pack it in** (id)

- a. to surrender
- b. to quit
- c. to pack one's bags and leave
- d. all of the above

**6. truly** (adv)

- a. really
- b. indeed
- c. yes
- d. all of the above

**7. cherish** (v)

- a. to share occasionally
- b. to infer clearly
- c. to value always
- d. to avoid rarely

**8. there and then** (adv)

- a. all in all
- b. at that moment
- c. in conclusion
- d. at last

**9. esteemed** (adj)

- a. loathed
- b. respected
- c. worshipped
- d. fun

**10. regard** (n)

- a. consideration for
- b. respect for
- c. attention to
- d. all of the above

**EXERCISE 23-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word

feel like a fish out of water • overcome • misgivings • truly •  
List take the bull by the horns • pack it in • cherish • regard •  
 esteemed • there and then •

1. Misako had \_\_\_\_\_ about getting married, so she decided to follow her best friend's advice and stay single.
2. That was the most amazing World Series I have ever seen, \_\_\_\_\_ .
3. Drunk drivers have no \_\_\_\_\_ for the safety of others.
4. Many peoples throughout history have had \_\_\_\_\_ the proposition that they were somehow inferior simply because they were indigenous.
5. The \_\_\_\_\_ doctor launched a devastating criticism of the current health care system.
6. If Sally \_\_\_\_\_ , she will finally get out of her quandary.
7. After a hard day at the office, Mary-Ann decided \_\_\_\_\_ .
8. Ricardo has always \_\_\_\_\_ his independence.
9. Miguel decided to go on a diet, \_\_\_\_\_ .
10. Aaliyah will always \_\_\_\_\_ in Manhattan.

## EXERCISE 23-C

## Spelling Quiz – Track #23

**Directions:** ✓ Go to track #23 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 23-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Truly, Bridget felt like a fish out of water the first day of class. She was so overwhelmed she wanted to pack it in, there and then. Yet she persisted and overcame her misgivings by taking the bull by the horns. In time, she came to cherish the immeasurable regard she had for her friends and for her esteemed professors.

**WPM Score =      / 60**

**EXERCISE 24-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. *tion* (suffix)**

- a. meaning action or reaction
- b. meaning action or process
- c. meaning action or contraction
- d. meaning action or explanation

**2. *disintegration* (n)**

- a. to disintegrate
- b. to fall apart totally
- c. to dissolve completely
- d. all of the above

**3. *the \$64,000.00 question*  
(id, n)**

- a. the big question
- b. the only question
- c. the obvious question
- d. all of the above

**4. *reincarnation* (n)**

- a. end of light and time
- b. rebirth after death
- c. entering another world
- d. process of awakening

**5. *figment* (n)**

- a. statement of truth
- b. piece of something broken
- c. something imagined
- d. delicious fruit

**6. *expiration* (n)**

- a. end
- b. death
- c. termination
- d. all of the above

**7. *contemplation* (n)**

- a. act of thinking
- b. act of baiting
- c. act of tempting
- d. act of conning

**8. *transfiguration* (n)**

- a. change in shape or figure
- b. change in appearance or look
- c. process of transfiguring
- d. all of the above

**9. *manifestation* (n)**

- a. act of revealing
- b. act of leaving
- c. act of buying
- d. act of knowing

**10. *address* (v)**

- a. to deal with
- b. to answer an issue
- c. to speak directly to
- d. all of the above

**EXERCISE 24-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word List

tion • disintegration • the \$64,000.00 question • reincarnation •  
figment • expiration • contemplation • transfiguration •  
manifestation • address •

1. In English, the suffix \_\_\_\_\_ added to a verb describes the action of that verb. For example, demonstration describes the act of demonstrating.
2. Do you know which issues the president will \_\_\_\_\_ in his speech tonight?
3. What will my TOEFL score be? That is \_\_\_\_\_ .
4. If \_\_\_\_\_ is indeed a miraculous event, what happens to our DNA? DNA, it would seem, is irreplaceable. Wouldn't you agree?
5. Catherine loves examining organisms under a microscope. Whenever she does, she is always deep in \_\_\_\_\_ .
6. Whistling while one works is often a \_\_\_\_\_ of contentment.
7. When a meteor enters Earth orbit, its \_\_\_\_\_ is guaranteed inasmuch as the Earth's atmosphere is like a wall of heat the meteor cannot penetrate.
8. How old is that milk? Check the \_\_\_\_\_ date, will you?
9. The story of J. K. Rowling is about the \_\_\_\_\_ of an impecunious writer into arguably the richest woman the world.
10. Look, I got 120 on the TOEFL test. It's not a \_\_\_\_\_ of my imagination. Look, I have the official score report to prove it.

## **EXERCISE 24-C**

## **Spelling Quiz – Track #24**

**Directions:** ✓ Go to track #24 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 24-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

What happens upon our expiration? For many, that's the \$64,000.00 question. Do we experience reincarnation or rapid disintegration into dust? Are angels manifestations of our heavenly transfiguration or merely figments of our imaginations? Many investigators have tried to resolve this issue only to end up empty handed. Suffice it to say, more contemplation is needed when addressing this fascinating topic.

**WPM Score = / 60**

**EXERCISE 25-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. have one's ducks in a row**  
(id, v)

- a. to manifest organization
- b. to manifest chaos
- c. to manifest determination
- d. to manifest one's love of ducks

**2. black and white** (id, adj)

- a. clear
- b. no confusion
- c. obvious choices
- d. all of the above

**3. resilient** (adj)

- a. weak
- b. fun
- c. tough
- d. lazy

**4. climb the corporate ladder**  
(id, v)

- a. to advance quickly in a company
- b. to sell ladders for a company
- c. to enter a company finally
- d. to work for a corporation

**5. adage** (n)

- a. wise saying considered true
- b. educational experience for all
- c. quest for religious knowledge
- d. personal code of behavior

**6. the early bird gets the worm**  
(id, n)

- a. hard work leads to success
- b. birds are hard workers
- c. one should get up early
- d. practice makes one perfect

**7. espouse** (v)

- a. to deny
- b. to reject
- c. to support
- d. to blow away

**8. the captain of one's own ship**  
(id, n)

- a. one's own boss
- b. one's own captain
- c. one's own leader
- d. all of the above

**9. without a doubt** (phr)

- a. certainly
- b. no question
- c. clearly
- d. all of the above

**10. indefatigable** (adj)

- a. never excited
- b. never bored
- c. never tired
- d. never knowing

**EXERCISE 25-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

have one's ducks in a row • black and white • indefatigable •  
 climb the corporate ladder • espouse • adage • resilient •  
 the captain of one's own ship • without a doubt •  
 the early bird gets the worm •

1. Perpetua believes in the adage " \_\_\_\_\_ ."
2. Virginia \_\_\_\_\_ the idea that the university book store should sell e-book text books in order help students save money.
3. The new influenza virus is \_\_\_\_\_ to the new vaccines.
4. The sun will rise tomorrow morning \_\_\_\_\_ .
5. Caroline is determined to be \_\_\_\_\_ .
6. Why is Gretchen so punctilious? Because she always \_\_\_\_\_ .
7. It goes without saying that if Tomoko keeps \_\_\_\_\_ , she will be president before she is thirty unless, of course, someone pulls the plug on her.
8. The situation couldn't be more \_\_\_\_\_ . It's definitely a Catch-22.
9. When Hernan wants to drop out of school, he always remembers Thomas Edison's \_\_\_\_\_ : "Genius is ninety-nine per cent perspiration and one per cent inspiration."
10. Joan flies all over the world doing business. She's really \_\_\_\_\_ .

## EXERCISE 25-C

## Spelling Quiz – Track #25

**Directions:** ✓ Go to track #25 on CD #1.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 25-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Wally always has his ducks in a row. Plus, he is so resilient and indefatigable. Without a doubt, he will quickly climb the corporate ladder until he is the captain of his own ship. What's the secret of his success? Simple. He sees the world in black and white. Moreover, he espouses the adage, "The early bird gets the worm."

**WPM Score =      / 60**

## Review #5

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. Catch-22** (id, n)

- a. trapped by opposing conditions
- b. situation preventing a solution to a problem
- c. a no-win situation
- d. all of the above

**2. truly** (adv)

- a. really
- b. indeed
- c. yes
- d. all of the above

**3. kill two birds with one stone**  
(id, v)

- a. to take control of one's future
- b. to accomplish a myriad of things
- c. to do two things at the same time
- d. to solve difficult answers

**4. overwhelmed** (adj)

- a. feeling buried
- b. feeling too much pressure
- c. feeling out of control
- d. all of the above

**5. take the bull by the horns**  
(id, v)

- a. to take control
- b. to take responsibility
- c. to face a challenge directly
- d. all of the above

**6. regard** (n)

- a. consideration for
- b. respect for
- c. attention to
- d. all of the above

**7. manifestation** (n)

- a. the action of revealing
- b. the action of leaving
- c. the action of buying
- d. the action of knowing

**8. transfiguration** (n)

- a. change in shape or figure
- b. change in appearance or look
- c. process of transfiguring
- d. all of the above

**9. espouse** (v)

- a. to deny
- b. to reject
- c. to support
- d. to blow away

**10. resilient** (adj)

- a. weak
- b. fun
- c. tough
- d. lazy

## EXERCISE 26-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. contract** (n)

- a. agreement to perform
- b. exchange of promises
- c. legally binding agreement
- d. all of the above

**2. breach** (v)

- a. to form
- b. to allow
- c. to break
- d. to borrow

**3. remedy** (n)

- a. solution
- b. resolution
- c. substitution
- d. institution

**4. apoplectic** (adj)

- a. very sad
- b. very happy
- c. very angry
- d. very widespread

**5. get wind of the fact that** (id, v)

- a. to lose an argument
- b. to receive information
- c. to make a tough decision
- d. to send news

**6. jurisdiction** (n)

- a. territory where a law applies
- b. place where lawyers meet
- c. a court of law
- d. room where a jury meets

**7. negligent** (adj)

- a. careless
- b. lacking attention to duty
- c. failing to perform
- d. all of the above

**8. recourse** (n)

- a. choice
- b. plan of action
- c. direction to follow
- d. all of the above

**9. sue** (v)

- a. to seek money for damages
- b. to repair with needle and thread
- c. to review a contract
- d. to ask a lawyer for advice

**10. stipulated** (adj)

- a. item required by a contract
- b. object in question
- c. the agreed to point
- d. all of the above

**EXERCISE 26-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word

contract • breach • remedy • apoplectic • jurisdiction • sue •

List

get wind of the fact that • negligent • recourse • stipulated •

1. Clara snubbed the latest \_\_\_\_\_ offer that gave her only a two per cent pay increase over five years.
2. Jurgen made a monumental mistake when he \_\_\_\_\_ the contract.
3. The \_\_\_\_\_ date of delivery was agreed to by both parties.
4. Jason has a unique \_\_\_\_\_ for the common cold.
5. When Mia \_\_\_\_\_ her assistant was gambling online with company money, Mia pulled the plug and fired him.
6. After the hurricane swept through town and devastated the Smith's house, their only \_\_\_\_\_ was to rebuild.
7. Hector was \_\_\_\_\_ when he \_\_\_\_\_ his bank had not been paying interest on his savings account for more than twenty years.
8. Just because we are in the wrong \_\_\_\_\_ doesn't mean that the company that breached the contract has legal immunity.
9. If you text message when you are driving, you're being criminally \_\_\_\_\_.
10. \_\_\_\_\_ is only one of many recourses when seeking a legal remedy.

## EXERCISE 26-C

## Spelling Quiz – CD Disc #2

**Directions:** ✓ Go to track #1 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 26-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Zoe was apoplectic when she got wind of the fact that her supplier had breached the contract by failing to deliver the stipulated parts. Zoe was resolved to sue and promptly called her lawyer who said that the negligent supplier was located in a different jurisdiction. The only recourse was to seek a remedy in California, the supplier's home base.

**WPM Score =      / 60**

**EXERCISE 27-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. mass production** (phr)

- a. made in small amounts
- b. made in various amounts
- c. made in great amounts
- d. made when needed

**2. seminal** (adj)

- a. the very last
- b. the very first
- c. a perfect copy
- d. a masterpiece

**3. mechanized** (adj)

- a. machine-based process
- b. human-based process
- c. animal-based process
- d. learning-based process

**4. genius** (n)

- a. extraordinary intelligence
- b. one who lives in a bottle
- c. building blocks of life
- d. notorious

**5. ism** (suffix)

- a. meaning the practice of
- b. meaning the condition of
- c. meaning the belief in
- d. all of the above

**6. affordable** (adj)

- a. attractive price
- b. price one can pay
- c. within one's price range
- d. all of the above

**7. assembly line** (phr)

- a. moving belt in a factory
- b. conveyor belt in a factory
- c. chain moving in a circle
- d. all of the above

**8. mass consumption** (phr)

- a. consumers buying a lot
- b. consumers saving money
- c. consumers accepting high prices
- d. consumers working more hours

**9. essentially** (adv)

- a. as a result
- b. basically
- c. in addition
- d. as illustrated

**10. substantially** (adv)

- a. greatly
- b. not much
- c. rarely
- d. occasionally

## EXERCISE 27-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

ism • mass production • seminal • mechanized • genius •  
affordable • assembly line • mass consumption • essentially •  
substantially •

1. Words such as pragmatism, socialism and egalitarianism all end in the suffix \_\_\_\_\_ .
2. It's not unusual for a \_\_\_\_\_ to have a mercurial temper.
3. University text books would be more \_\_\_\_\_ if they were all ebooks.
4. \_\_\_\_\_ , a Catch-22 means that you are in a no-win situation.
5. The Apple iPod, a \_\_\_\_\_ portable music player, first hit the market in 2001.
6. Manufacturers worldwide can thank Henry Ford for creating and successfully applying the seminal manufacturing process known as \_\_\_\_\_ .
7. Expensive champagne is not made for \_\_\_\_\_ .
8. An \_\_\_\_\_ accelerates the manufacturing process.
9. Cho He Lee retook the TOEFL test and \_\_\_\_\_ increased her score.
10. We live in a highly \_\_\_\_\_ world.

## **EXERCISE 27-C**

## **Spelling Quiz – Track #2**

**Directions:** ✓ Go to track #2 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 27-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The genius Henry Ford gave the world Fordism. Fordism is essentially the mass production of cars in a factory. As the cars move along an assembly line, each worker puts on a part. This seminal, mechanized process decreased production time and lowered costs substantially. The car, the Model-T, was so affordable everybody wanted one. This, in turn, created mass consumption.

**WPM Score = / 60**

## EXERCISE 28-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. originate in** (v)

- a. to start in
- b. to exit in
- c. to come in
- d. to end in

**2. fatigue** (n)

- a. intelligence
- b. exhaustion
- c. exactitude
- d. fatuous

**3. transmit** (v)

- a. to pass on
- b. to spread
- c. to send
- d. all of the above

**4. epidemic** (n)

- a. disease widespread locally
- b. disease transforming
- c. disease getting worse
- d. disease killing many

**5. pandemic** (n)

- a. disease under control
- b. disease from apes
- c. disease known as "the flu"
- d. disease widespread globally

**6. strain** (n)

- a. none of
- b. type of
- c. friend of
- d. some of

**7. poultry** (n)

- a. pigs and sheep
- b. cows and horses
- c. chickens and turkeys
- d. cars and trucks

**8. infectious** (adj)

- a. easily bought
- b. easily learned
- c. easily spread
- d. easily fixed

**9. symptom** (n)

- a. sign
- b. indication
- c. evidence
- d. all of the above

**10. virulent** (adj)

- a. deadly
- b. harmless
- c. friendly
- d. mercurial

**EXERCISE 28-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	originate in • fatigue • transmit • epidemic • pandemic • strain •
<u>List</u>	poultry • infectious • symptoms • virulent •

1. Joan is a vegan hence she eschews \_\_\_\_\_.
2. \_\_\_\_\_ is analogous to epidemic but on a worldwide scale.
3. The Spanish influenza of 1919 was extremely \_\_\_\_\_, killing over 50 million people worldwide.
4. A flu \_\_\_\_\_ can quickly turn into a \_\_\_\_\_.
5. After a hard day of work, Ryan feels really \_\_\_\_\_.
6. Every year doctors have to deal with new \_\_\_\_\_ of influenza.
7. Natia had \_\_\_\_\_ of the flu, so she decided to call in sick.
8. Rubens' salary is \_\_\_\_\_ electronically into his bank account once every two weeks.
9. Because the flu is so \_\_\_\_\_, it is a good idea to wash your hands whenever you can.
10. The personal computer, the micro processor, and the internet all \_\_\_\_\_ the United States.

## EXERCISE 28-C

## Spelling Quiz – Track #3

**Directions:** ✓ Go to track #3 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 28-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Influenza or “flu” is a highly infectious disease that originates in pigs and poultry, and is then transmitted to humans. The symptoms are chills, severe headaches and fatigue. The flu is a seasonal epidemic that can quickly turn into a global pandemic. In 1918 the Spanish Flu, a strain of pig flu, was particularly virulent, killing over 50 million people.

**WPM Score =      / 60**

**EXERCISE 29-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. behemoth (n/adj)**

- a. huge
- b. massive
- c. monstrous
- d. all of the above

**2. symbol (n)**

- a. sign with meaning
- b. sign with no meaning
- c. sign with symptoms
- d. miraculous sign

**3. indomitable (adj)**

- a. can be conquered
- b. cannot be conquered
- c. will be conquered
- d. often conquered

**4. doomed (adj)**

- a. destined to reappear
- b. destined to disappear
- c. eventual awakening
- d. destined to work hard

**5. susceptible (adj)**

- a. open to
- b. vulnerable to
- c. defenseless
- d. all of the above

**6. coalesce (v)**

- a. to break apart
- b. to come together as one
- c. to borrow from others
- d. to separate and return

**7. frigid (adj)**

- a. very wet
- b. very mild
- c. very cold
- d. very hot

**8. perish (v)**

- a. to die
- b. to vanish
- c. to disappear
- d. all of the above

**9. owing to the fact that (adv)**

- a. because
- b. since
- c. inasmuch as
- d. all of the above

**10. tragic (adj)**

- a. great misfortune
- b. disaster
- c. cataclysmic
- d. all of above

**EXERCISE 29-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

behemoth • symbol • indomitable • doomed • susceptible •  
coalesce • frigid • perished • owing to the fact that • tragic •

1. \_\_\_\_\_ is not analogous to cymbal.
2. Sybil quickly climbed the corporate ladder \_\_\_\_\_ she worked assiduously.
3. The old and the weak are more \_\_\_\_\_ to infectious diseases.
4. At over 170 tons, the blue whale, the largest animal on Earth, is a \_\_\_\_\_.
5. Vincent Van Gogh, a seminal nineteenth century Dutch painter, died a \_\_\_\_\_ death.
6. It goes without saying that the polar bear is \_\_\_\_\_ if global warming continues to melt the ice at the North Pole at the current rate.
7. Tom's \_\_\_\_\_ spirit is infectious.
8. It is simply astounding that some organisms can reproduce in profuse numbers while inhabiting \_\_\_\_\_ environs.
9. The music of The Beatles illustrates how four great minds can \_\_\_\_\_ to create music the world regards as genius.
10. Many explorers have \_\_\_\_\_ while seeking new lands.

## **EXERCISE 29-C**

## **Spelling Quiz – Track #4**

**Directions:** ✓ Go to track #4 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 29-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

*Titanic* was a symbol of man's indomitable spirit. At 46,328 tons, she was a behemoth in which the most advanced technology of the day had coalesced. Yet she was doomed owing to the fact that her hull, made of inferior iron, was susceptible to cracking in cold weather. Tragically, 1,517 out of 2,223 passengers perished in the frigid North Atlantic.

**WPM Score = / 60**

**EXERCISE 30-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. founder** (n)

- a. one who starts a venture
- b. one who is lost and found
- c. one who finds things
- d. one who breeds dogs

**2. iconic** (adj)

- a. symbol of
- b. sign of
- c. representation of
- d. all of the above

**3. garage** (n)

- a. enclosed space for food
- b. open space for a horse
- c. enclosed space for a car
- d. enclosed space for studying

**4. genesis** (n)

- a. the end of
- b. the middle of
- c. the climax of
- d. the beginning of

**5. arguably** (adv)

- a. that which can be argued
- b. that which was argued
- c. that which will be argued
- d. that which will discombobulate

**6. incorporate** (v)

- a. to go bankrupt
- b. to become a public company
- c. to become a private company
- d. to target a specific market

**7. take root** (v)

- a. to end
- b. to begin to grow
- c. to quest
- d. to take the bull by the horns

**8. crucible** (n)

- a. place where forces meet
- b. place of great heat
- c. bowl used for melting objects
- d. all of the above

**9. inventiveness** (n)

- a. good at creating
- b. ability to invent
- c. talent for making new things
- d. all of the above

**10. moreover** (adv)

- a. in addition
- b. in contrast
- c. however
- d. it goes with saying

**EXERCISE 30-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word List</u>	founder • iconic • garage • genesis • arguably • incorporate • take root • crucible • inventiveness • moreover •
------------------	--

1. The seeds that Birgit germinated and planted have \_\_\_\_\_ .
2. American universities, such as Cal Tech and M.I.T., are \_\_\_\_\_ of seminal thought.
3. Thomas Edison was the \_\_\_\_\_ of the present-day conglomerate, General Electric.
4. TOEFL is , \_\_\_\_\_ , the most challenging English-language proficiency test in the world.
5. Some opulent houses in California have ten \_\_\_\_\_ .
6. The \_\_\_\_\_ of that novel was the manifestation of a ghost the author saw while reading about the *Titanic*.
7. American corporations place a high value on employee \_\_\_\_\_ .
8. If the founders of a private company do not want to be personally sued for a breach of contract, they should \_\_\_\_\_ .
9. Nick was not at school today. \_\_\_\_\_ , he did not come home last night.
10. Pele is an \_\_\_\_\_ sports figure.

## EXERCISE 30-C

## Spelling Quiz – Track #5

**Directions:** ✓ Go to track #5 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 30-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Great things happen in American garages. Apple had its genesis in a garage in the late 1970s while Google co-founders Larry Page and Sergei Brin incorporated Google in a garage in 1998. Moreover, almost every iconic American rock band has taken root in a garage, a creative crucible in which, arguably, American inventiveness is born and flourishes to this day.

**WPM Score = / 60**

## Review #6

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. remedy** (n)

- a. solution
- b. resolution
- c. substitution
- d. institution

**2. essentially** (adv)

- a. as a result
- b. basically
- c. in addition
- d. as illustrated

**3. epidemic** (n)

- a. disease widespread locally
- b. disease transforming
- c. disease getting worse
- d. disease killing many

**4. behemoth** (n/adj)

- a. huge
- b. massive
- c. monstrous
- d. all of the above

**5. coalesce** (v)

- a. to break apart
- b. to borrow from others
- c. to separate and return
- d. to come together as one

**6. genesis** (n)

- a. the end of
- b. the middle of
- c. the climax of
- d. the beginning of

**7. moreover** (adv)

- a. in addition
- b. in contrast
- c. however
- d. it goes with saying

**8. symptom** (n)

- a. sign
- b. indication
- c. evidence
- d. all of the above

**9. mechanized** (adj)

- a. machine-based process
- b. human-based process
- c. animal-based process
- d. learning-based process

**10. contract** (n)

- a. agreement to perform
- b. exchange of promises
- c. legally binding agreement
- d. all of the above

## EXERCISE 31-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. frontier** (n)

- a. where civilization ends
- b. border
- c. point of transition
- d. all of the above

**2. savage** (adj)

- a. friendly
- b. widespread
- c. destructive
- d. mercurial

**3. jack-of-all-trades** (id, adj)

- a. can do only one thing well
- b. genius at many things
- c. can do many things well
- d. likes to help others

**4. quintessential** (adj)

- a. the best example
- b. the perfect example
- c. the most illustrative example
- d. all of the above

**5. herd** (v)

- a. to tie together
- b. to learn together
- c. to group together
- d. to build together

**6. none more so than** (phr)

- a. there is no better example
- b. there is no example
- c. there is a greater preference for
- d. there is a better example

**7. rugged** (adj)

- a. tough
- b. hard
- c. resolute
- d. all of the above

**8. self-reliant** (adj)

- a. dependent
- b. selfish
- c. lonely
- d. independent

**9. archetype** (n)

- a. original model or type
- b. typical example or type
- c. oldest symbol or type
- d. symbol with many meanings

**10. sublime** (adj)

- a. god-like beauty
- b. god-like teaching
- c. god-like warning
- d. god-like understanding

**EXERCISE 31-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

frontier • savage • jack-of-all-trades • quintessential • herd •  
none more so than • rugged • self-reliant • archetype • sublime •

1. America has many famous presidents, \_\_\_\_\_ Abraham Lincoln.
2. It goes without saying that space is the new \_\_\_\_\_ .
3. What is the \_\_\_\_\_ dish or food of your country?
4. If you want to climb the corporate ladder, you must be \_\_\_\_\_ and a team player at the same time.
5. Al Capone was not only notorious and nefarious, but also the \_\_\_\_\_ American gangster.
6. The Rocky Mountains manifest a \_\_\_\_\_ beauty.
7. \_\_\_\_\_ individuals are not afraid to take the bull by the horns.
8. The job of a sheep dog is to \_\_\_\_\_ sheep.
9. Mona can fix anything. She is a \_\_\_\_\_ .
10. The frost last night \_\_\_\_\_ this year's orange crop.

## EXERCISE 31-C

## Spelling Quiz – Track #6

**Directions:** ✓ Go to track #6 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 31-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The American west was fertile ground for rugged individuals, none more so than the American cowboy. Truly, the cowboy is the quintessential American archetype; a rugged, self-reliant jack-of-all-trades inhabiting a vast frontier that was both savage and sublime. His main job was to herd cattle destined for Chicago's meat packing industry serving the growing demand for meat in the east.

**WPM Score =      / 60**

**EXERCISE 32-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. pod (n)**

- a. small group of whales
- b. small group of seals
- c. small group of dolphins
- d. all of the above

**2. orca (n)**

- a. shark
- b. whale
- c. killer whale
- d. rock band

**3. apex predator (phr)**

- a. endangered carnivore
- b. top carnivore
- c. typical carnivore
- d. extinct carnivore

**4. matrilineal (adj)**

- a. following the father
- b. following the brother
- c. following the sister
- d. following the mother

**5. resident (n)**

- a. living in one place
- b. living in various places
- c. living alone
- d. living dangerously

**6. transient (adj)**

- a. one who stays in one place
- b. one who always moves about
- c. one who eschews trains
- d. one who enjoys traveling

**7. contrary to popular belief (phr)**

- a. against what is true
- b. agree with what is true
- c. what most think
- d. all of the above

**8. appellation (n)**

- a. vision
- b. champagne
- c. garden
- d. name

**9. stocky (adj)**

- a. long and thin
- b. short and heavy
- c. long and wide
- d. short and thin

**10. life span (phr)**

- a. the length of a year
- b. the length of a lunar month
- c. the length of a life
- d. the length of a summer day

## EXERCISE 32-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

pod • orca • apex predator • matrilineal • resident • transient •  
contrary to popular belief • appellation • stocky • life span •

1. Indeed, an iPod and a killer whale \_\_\_\_\_ are, in many ways, analogous. Both are related groups, one of music, one of killer whales. Moreover, both are a form of communication and protection.
2. The \_\_\_\_\_ of a Galapagos tortoise is simply astounding. Some are as old as 150 years.
3. Vancouver Island, with its sublime and rugged beauty, is a good place to view \_\_\_\_\_ in the wild.
4. The Great White shark is not only an \_\_\_\_\_ , but is also what many believe to be the quintessential shark.
5. \_\_\_\_\_ , you cannot pass or fail the TOEFL test. You simply receive a score that measures your English-language proficiency.
6. Some ancient agrarian societies were indeed \_\_\_\_\_ ; however, most were patrilineal.
7. The penguin is a not a \_\_\_\_\_ of the Arctic but of Antarctica.
8. Every type of wine has its own unique \_\_\_\_\_ .
9. Many herbivores are \_\_\_\_\_ owing to the fact that they must migrate great distances to find new sources of food.
10. Michael Jackson was not \_\_\_\_\_. On the contrary, he was tall and quite thin.

## EXERCISE 32-C

## Spelling Quiz – Track #7

**Directions:** ✓ Go to track #7 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 32-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Contrary to popular belief, killer whales, or orcas, are not whales but highly intelligent dolphins. They have stocky, black-and-white bodies and travel in pods which are matrilineal. Orcas are apex predators, eating everything from fish to whales. They have a 50-year life span and have three distinct social patterns: transient, resident and offshore. Orca, a Roman appellation, means sea monster.

**WPM Score = / 60**

## EXERCISE 33-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. martyr** (n)

- a. dying for one's religious beliefs
- b. dying for friends and family
- c. dying for love of country
- d. dying in a war

**2. assassinate** (v)

- a. to kill for family reasons
- b. to kill for business reasons
- c. to kill for educational reasons
- d. to kill for political reasons

**3. ratify** (v)

- a. to approve
- b. to confirm
- c. to put your stamp on
- d. all of the above

**4. absolute** (adj)

- a. pure
- b. not limited
- c. total control
- d. all of the above

**5. archbishop** (n)

- a. Christian leader
- b. Christian martyr
- c. Christian teachings
- d. religious army

**6. venerate** (v)

- a. to worship
- b. to treat like a friend
- c. to loathe
- d. all of the above

**7. tyrannical** (adj)

- a. like a benevolent leader
- b. like a tyrant
- c. like teacher
- d. like a company founder

**8. confound** (v)

- a. to frustrate
- b. to organize
- c. to conclude
- d. to coalesce

**9. apace** (adv)

- a. essentially lazy with no purpose
- b. slowly with no purpose
- c. rapidly with purpose
- d. all of the above

**10. saint** (n)

- a. holy person
- b. symbol of light
- c. sign of divine power on earth
- d. all of the above

**EXERCISE 33-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	martyr • assassinate • ratify • absolute • archbishop • saint •
<u>List</u>	venerate • tyrannical • confound • apace •

1. Millions were devastated when President John F. Kennedy was \_\_\_\_\_ in November of 1963.
2. Andrea cherishes and \_\_\_\_\_ her parents.
3. The United States and many other nations have yet to \_\_\_\_\_ the Kyoto Protocol, an international treaty addressing the issue of global warming.
4. A famous political adage states that "\_\_\_\_\_ power corrupts absolutely."
5. The researchers were continually \_\_\_\_\_ in their search to develop a vaccine for the virulent new strain of influenza.
6. Even though Chiyoko felt like a fish out of water when she first arrived in the United States, she nonetheless proceeded \_\_\_\_\_ to Columbia University where she would study for the next four years.
7. Morgan was feeling overwhelmed by the math homework so she asked Bob for help. He showed her a fast and easy way to answer each question. Morgan was so impressed she called him a \_\_\_\_\_ .
8. An \_\_\_\_\_ has a myriad of religious responsibilities.
9. Back in high school, Sung Hyo had a \_\_\_\_\_ English teacher.
10. A \_\_\_\_\_ must be resolute in his or her beliefs because the choice is, without a doubt, black and white.

### EXERCISE 33-C

### Spelling Quiz – Track #8

**Directions:** ✓ Go to track #8 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

### EXERCISE 33-D

### 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

In 1170, Thomas Becket, Archbishop of Canterbury, was assassinated by men loyal to King Henry II. Tyrannical Henry wanted absolute rule over state and church; however, Becket confounded Henry's plans by refusing to ratify them. Apoplectic, Henry wished Becket dead. Men loyal to the king proceeded apace. Since then, Beckett has been canonized and venerated as a martyr and saint.

WPM Score = / 60

**EXERCISE 34-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. burn the candle at both ends**

(id, v)

- a. to work late and long
- b. to burn candles for an experiment
- c. to keep two fires burning at night
- d. to keep warm with two candles

**2. come with the territory** (id, v)

- a. to be a piece of cake
- b. to be a plethora of responsibility
- c. to be part of the job
- d. to make a new start

**3. put one's nose to the grindstone** (id, v)

- a. to focus on what is important
- b. to avoid responsibility
- c. to work in a factory
- d. to innovate

**4. ace** (v)

- a. to lose by a lot
- b. to do extremely well
- c. to give up without a fight
- d. to play tennis

**5. keep one's eye on the prize** (id, v)

- a. to fail to win a prize
- b. to remember those you prize
- c. to have a talent for winning
- d. to focus always on what you are working for

**6. push the envelope** (id, v)

- a. to mail a letter
- b. to go to the extreme
- c. to buy and sell paper
- d. to go slow and carefully

**7. give it one's best shot** (id, v)

- a. to feel devastated
- b. to feel overwhelmed
- c. to try to hit someone
- d. to try one's best

**8. conviction** (n)

- a. strong conflict
- b. strong contract
- c. strong fear
- d. strong belief

**9. kick back** (id, v)

- a. to take it easy
- b. to take a job
- c. to get back
- d. to get a test result back

**10. R and R** (n)

- a. railroad
- b. rich and richer
- c. rest and relaxation
- d. right and righter

## EXERCISE 34-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

burn the candle at both ends • come with the territory •  
put one's nose to the grindstone • ace • push the envelope •  
keep one's eye on the prize • give it one's best shot • conviction •  
kick back • R and R •

1. Living on the American frontier meant there was a good chance you'd see, maybe even come into conflict with, Native Americans. That possibility \_\_\_\_\_ .
2. Will is indefatigable. He exercises every day for four hours. This Saturday, he's really going to \_\_\_\_\_ and exercise for eight hours straight.
3. At the end of each semester most students, overwhelmed by exams, are ready for a little \_\_\_\_\_ .
4. Pamela is of the \_\_\_\_\_ that the disease originated in poultry.
5. Mary has two exams tomorrow. Tonight, she really has to \_\_\_\_\_ .
6. Zinedine quickly climbed the corporate ladder by \_\_\_\_\_ .
7. It goes without saying that Hristo \_\_\_\_\_ the physics exam.
8. When Faye \_\_\_\_\_ , she likes to travel to affordable places.
9. When Henry Ford was developing the idea of Fordism, he never failed \_\_\_\_\_ : an affordable car everyone could own.
10. This text book has been designed to help you \_\_\_\_\_ the TOEFL test  
\_\_\_\_\_ .

## **EXERCISE 34-C**

## **Spelling Quiz – Track #9**

**Directions:** ✓ Go to track #9 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 34-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Dalia's burning the candle at both ends because she wants to ace the TOEFL test. With absolute conviction, she knows that putting her nose to the grindstone comes with the territory. Even though she's pushing the envelope, she's keeping her eye on the prize. Test day, she'll give it her best shot, then kick back with some R and R.

**WPM Score = / 60**

## EXERCISE 35-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. **ic** (suffix)**

- a. meaning the nature of
- b. meaning the time of
- c. meaning the place of
- d. meaning the origin of

**2. **romantic** (adj)**

- a. unrealistic
- b. guided by emotions
- c. passionate
- d. all of the above

**3. **pragmatic** (adj)**

- a. prefers logic to emotion
- b. practical
- c. black and white
- d. all of the above

**4. **enigmatic** (adj)**

- a. frigid
- b. mysterious
- c. basic
- d. friendly

**5. **have both feet on the ground****

(id, v)

- a. to be pragmatic
- b. to feel romantic
- c. to be unrealistic
- d. to be enigmatic

**6. **cynic** (adj)**

- a. one who trusts selfless acts
- b. one who believes in religion
- c. one who does not trust selfless acts
- d. one who enjoys family life

**7. **have one's head in the clouds****

(id, v)

- a. to be cynical
- b. to be a realist
- c. to feel romantic
- d. to be pragmatic

**8. **very much the** (adv)**

- a. definitely
- b. totally
- c. really
- d. all of the above

**9. **what one would call** (phr)**

- a. an example of
- b. a definition of
- c. an illustration of
- d. all of the above

**10. **diehard** (adj)**

- a. overwhelmed
- b. discombobulated
- c. resolute
- d. savage

**EXERCISE 35-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	ic • romantic • pragmatic • enigmatic • cynic • very much the •
<u>List</u>	have one's feet on the ground • what one would call • diehard •
	have one's head in the clouds •

1. The suffix \_\_\_\_\_ means "having the nature of." Hence, if you are phlegmatic, you are stolid which, in turn, means void of emotion.
2. Larissa is a \_\_\_\_\_ soccer fan.
3. Women generally eschew action movies for \_\_\_\_\_ ones.
4. Mila is very \_\_\_\_\_. She would love an opulent house but prefers to live in one she can afford.
5. Jim is also very pragmatic. He too has \_\_\_\_\_.
6. Cyrus is \_\_\_\_\_ assiduous student.
7. Is Bread really the best appellation for a child? If you ask me, it sounds like the parents \_\_\_\_\_ when they chose that name.
8. Don't bother giving Cal a birthday present. He's a diehard \_\_\_\_\_.
9. Bill Gates is \_\_\_\_\_ loaded.
10. Shakespeare's Hamlet is an \_\_\_\_\_ and tragic character.

## EXERCISE 35-C

## Spelling Quiz – Track #10

**Directions:** ✓ Go to track #10 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 35-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Samantha is very much the cynic, always doubting every little act of kindness whereas Carrie's a diehard romantic. She always has her head in the clouds. Charlotte, on other the hand, is very pragmatic. She definitely has her feet on the ground. As for Miranda, she's what I would call enigmatic. You never know what's going on inside her head.

**WPM Score =      / 60**

## Review #7

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. very much the** (adv)

- a. definitely
- b. totally
- c. completely
- d. all of the above

**2. push the envelope** (id, v)

- a. to mail a letter
- b. to go to the extreme
- c. to buy and sell paper
- d. to go slow and carefully

**3. ratify** (v)

- a. to approve
- b. to confirm
- c. to put your stamp on
- d. all of the above

**4. contrary to popular belief** (phr)

- a. against what is true
- b. agree with what is true
- c. what most think
- d. all of the above

**5. frontier** (n)

- a. where civilization ends
- b. border
- c. point of transition
- d. all of the above

**6. archetype** (adj)

- a. original model or type
- b. typical example or type
- c. oldest symbol or type
- d. symbol with many meanings

**7. apex predator** (phr)

- a. endangered carnivore
- b. top carnivore
- c. typical carnivore
- d. extinct carnivore

**8. confound** (v)

- a. to frustrate
- b. to organize
- c. to conclude
- d. to coalesce

**9. conviction** (n)

- a. strong conflict
- b. strong contract
- c. strong fear
- d. strong belief

**10. cynic** (adj)

- a. one who trusts selfless acts
- b. one who believes in religion
- c. one who does not trust selfless acts
- d. one who enjoys family life

## EXERCISE 36-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. advent of** (phr)

- a. introduction of
- b. development of
- c. invention of
- d. all of the above

**2. concurrent with** (phr)

- a. simultaneously
- b. unfortunately
- c. consequently
- d. conditionally

**3. wayward** (adj)

- a. lost
- b. innocent
- c. placid
- d. unerring

**4. boom** (n)

- a. explosion
- b. rapid expansion
- c. fast growth
- d. all of the above

**5. wholesale** (adj)

- a. complete
- b. total
- c. utter
- d. all of the above

**6. specious** (adj)

- a. sounds convincing but lacks logic
- b. sounds convincing and logical
- c. sounds logical and important
- d. sounds logical and esteemed

**7. emblematic** (adj)

- a. symbolic of
- b. sign of
- c. indication of
- d. all of the above

**8. malefaction** (n)

- a. crime
- b. violation
- c. lawlessness
- d. all of the above

**9. brazen** (adj)

- a. shameless
- b. shameful
- c. shamed
- d. shy

**10. parasitic** (adj)

- a. benefiting by working with another
- b. benefiting from another's hard work
- c. benefiting with no effort
- d. all of the above

**EXERCISE 36-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	advent of • concurrent with • wayward • boom • wholesale •
<u>List</u>	specious • emblematic • malefaction • brazen • parasitic •

1. Fleas are considered \_\_\_\_\_ because they live off the blood of cats and dogs, as well as a myriad of other mammals.
2. The \_\_\_\_\_ Fordism also brought about the \_\_\_\_\_ mass consumption.
3. Mass consumption is \_\_\_\_\_ of a consumer society that either has a lot of cash in the form of money or is subsisting primarily on credit, or both.
4. The opposite of \_\_\_\_\_ is bust.
5. The \_\_\_\_\_ son finally found his way home.
6. The tsunami's \_\_\_\_\_ destruction of those coastal towns must be seen to be believed.
7. Plagiarism is what one would call a \_\_\_\_\_ act.
8. The tyrant's plethora of \_\_\_\_\_ eventually led to his downfall.
9. The baseball game is running \_\_\_\_\_ the football game.
10. Claiming that your dog ate your homework is, without a doubt, a very \_\_\_\_\_ argument.

## EXERCISE 36-C

## Spelling Quiz – Track #11

**Directions:** ✓ Go to track #11 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 36-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Concurrent with the advent of the internet came the boom in online piracy. Simply put, online piracy is the wholesale theft of intellectual property. Those who advocate this brazen malefaction argue that it's a victimless crime. Such specious reasoning is emblematic of those whose parasitic chicanery is unrepentant. Unfortunately, these wayward souls ignore the adage: "What goes around comes around."

**WPM Score =      / 60**

**EXERCISE 37-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. double-edged sword**

(id, n/adj)

- a. when the outcome can be both positive and negative
- b. when the outcome can be both certain and reliable
- c. when the outcome is similar
- d. when there is no clear outcome

**2. organic** (adj)

- a. pure
- b. natural
- c. no chemicals
- d. all of the above

**3. produce** (n)

- a. fresh fruits and vegetables
- b. basic ingredients
- c. packaged goods
- d. man-made comestibles

**4. trendy** (adj)

- a. out of fashion
- b. dated
- c. in fashion
- d. pragmatic

**5. pesticide** (n)

- a. chemical to kill insects
- b. chemical to kill bugs
- c. chemical to kill pests
- d. all of the above

**6. cost an arm and a leg** (id, v)

- a. to be very expensive
- b. to be extremely costly
- c. to be not affordable
- d. all of the above

**7. take one's place in the spotlight** (id, v)

- a. to stand at the center of attention
- b. to avoid any attention
- c. to take attention away from one
- d. to make money in movies

**8. purport** (v)

- a. to deny
- b. to claim
- c. to bury
- d. to import

**9. nevertheless** (adv)

- a. yet
- b. nonetheless
- c. still
- d. all of the above

**10. unadulterated** (adj)

- a. touched
- b. seasonal
- c. changeable
- d. untouched

## EXERCISE 37-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word List

double-edged sword • organic • produce • trendy • pesticide •  
cost an arm and a leg • take one's place in the spotlight •  
purport • nevertheless • unadulterated •

1. A Catch-22 is analogous to a \_\_\_\_\_.
2. The \_\_\_\_\_ section at my grocery store has a wide variety of \_\_\_\_\_ produce.
3. It goes without saying that all herbicides and \_\_\_\_\_ are carcinogenic.
4. The government \_\_\_\_\_ that the recession is over.
5. The old bank closed and reopened as an \_\_\_\_\_ restaurant.
6. If you want to go to an Ivy League school, such as Yale, Harvard or Princeton, it will take a monumental effort. It will also \_\_\_\_\_.
7. Zaheer likes to try out new restaurants, especially ones that are \_\_\_\_\_.
8. With her new song, Shaka has finally \_\_\_\_\_.
9. Graciela prefers to buy organic produce owing to the fact that she knows that it is \_\_\_\_\_.
10. It was really snowing. \_\_\_\_\_, Rene drove to work.

## **EXERCISE 37-C**

## **Spelling Quiz – Track #12**

**Directions:** ✓ Go to track #12 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 37-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Organic food, once trendy, is finally taking its rightful place in the spotlight. Free of pesticides, herbicides and antibiotics, organic food purports to be food in its purest, most unadulterated form. However, organic produce can also be a double-edged sword: healthy, yes, but it can also cost an arm and a leg. Nevertheless, it's comforting to know what you're consuming.

**WPM Score = / 60**

## EXERCISE 38-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. bite the bullet** (id, v)

- a. to do something unwillingly
- b. to eat bullets for breakfast
- c. to taste something terrible
- d. to do something you love to do

**2. anesthetic** (n)

- a. drug that wakes you up
- b. drug that puts you to sleep
- c. drug that makes you smile
- d. drug that makes you forget

**3. amputation** (n)

- a. cutting off limbs
- b. increasing electricity
- c. measuring the body
- d. cutting off money

**4. wounded** (adj)

- a. suffering bodily injury
- b. physical damage
- c. emotional damage
- d. all of the above

**5. evolved** (adj)

- a. transformed into
- b. bought into
- c. reduced into
- d. dropped into

**6. germ** (n)

- a. disease producing micro-organism
- b. disease proof virus
- c. disease killing micro-organism
- d. unadulterated disease

**7. surgery** (n)

- a. contractors repairing structures
- b. friends healing wounds
- c. presidents finding solutions
- d. doctors cutting into the body

**8. rampant** (adj)

- a. in control
- b. automatic control
- c. out of control
- d. self-control

**9. primitive** (adj)

- a. dated
- b. old fashioned
- c. lacking sophistication
- d. all of the above

**10. antiseptic** (n/adj)

- a. germ-killing solution
- b. very clean
- c. free of dirt and disease
- d. all of the above

**EXERCISE 38-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	bite the bullet • anesthetic • amputation • wounded • evolved •
<u>List</u>	germ • surgery • rampant • primitive • antiseptic •

1. Marica felt really \_\_\_\_\_ when her boyfriend forgot to buy her a birthday present.
2. Julie finally decided to \_\_\_\_\_ and register for the TOEFL test.
3. We should wash our hands whenever we can owing to the fact that \_\_\_\_\_ tend to accumulate there.
4. It's astounding how fast the personal computer has \_\_\_\_\_ just in the last few years.
5. Some believe that if we return to a more \_\_\_\_\_ state, we will be healthier and happier.
6. Jack is not keen on having \_\_\_\_\_ to repair his knees.
7. During the American Civil war, twenty-eight per cent of those soldiers who had an \_\_\_\_\_ died.
8. The governor purports that crime has decreased. However, the newspapers claim that crime is still \_\_\_\_\_.
9. Listerine, perhaps the most famous mouthwash and \_\_\_\_\_ in the world today, is named after Joseph Lister, a seminal English scientist.
10. Tragically, Michael Jackson died from an overdose of a very powerful \_\_\_\_\_.

## EXERCISE 38-C

## Spelling Quiz – Track #13

**Directions:** ✓ Go to track #13 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 38-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Early battlefield hospitals were unimaginably primitive. Because there was no antiseptic, germs were rampant. Because there was no anesthetic, wounded soldiers were awake during surgery. The most common surgery was amputation. To prevent screaming, soldiers were given a bullet to bite, hence “Bite the bullet,” an idiom that’s evolved to mean forcing yourself to do something you don’t want to.

**WPM Score = / 60**

**EXERCISE 39-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. persnickety** (adj)

- a. fussy
- b. strict
- c. fastidious
- d. all of the above

**2. bent out of shape** (adj)

- a. really happy
- b. really angry
- c. really sad
- d. really excited

**3. sort** (n)

- a. address
- b. brand
- c. label
- d. type

**4. cross the Rubicon** (id, v)

- a. to cross the point of no return
- b. to go too far
- c. to cross a very big line
- d. all of the above

**5. Neanderthal** (n/adj)

- a. early cave man
- b. lacking culture
- c. brain-dead guy
- d. all of the above

**6. ascertain** (v)

- a. to discover with certainty
- b. to learn with alarm
- c. to learn with resolution
- d. to learn nothing

**7. transgression** (n)

- a. respect
- b. violation
- c. agreement
- d. trans-national

**8. multitude** (n)

- a. many
- b. not much
- c. some
- d. all of the above

**9. accumulate** (v)

- a. to intercept
- b. to collect
- c. to reject
- d. to suspect

**10. infringement** (n)

- a. pressed into a small space
- b. measuring the space between two points
- c. being too far away
- d. too close without permission

## EXERCISE 39-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word List

persnickety • bent out of shape • sort • cross the Rubicon • Neanderthal • ascertain • transgression • multitude • accumulate • infringement •

1. Pedro's grandmother is so \_\_\_\_\_ . Whenever the family eats at her place, everyone has to sit in the exact same spot as the time before.
2. The professor got really \_\_\_\_\_ when he discovered that one of his students had plagiarized his latest research.
3. Scientists have \_\_\_\_\_ that there is water on the Moon.
4. Barton is what I would call the enigmatic \_\_\_\_\_ .
5. A series of patent \_\_\_\_\_ by a competitor forced Apple to sue for protection.
6. When you look up into the cosmos at night, you will see a \_\_\_\_\_ of stars.
7. Living on the frontier, cowboys had to \_\_\_\_\_ a lot of experience quickly if they wanted to survive.
8. The idiom "cross the Rubicon" originates in the Roman era when Julius Caesar was faced with a Catch-22: "Do I," Caesar wondered, "cross the Rubicon River and enter Rome with my victorious army (which was wholly illegal at the time) or do I remain an obedient soldier and keep my army beyond the Rubicon, and never return to the city that I love?" In the end, Caesar \_\_\_\_\_ .
9. If you ask me, she married a \_\_\_\_\_ .
10. Cheating on a final exam is, without a doubt, a major academic \_\_\_\_\_ .

## **EXERCISE 39-C**

## **Spelling Quiz – Track #14**

**Directions:** ✓ Go to track #14 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 39-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Horace, a persnickety sort, got bent out of shape one day when he ascertained that his neighbor, a Neanderthal named Pete, had put up a fence that overshot the property line by a wide margin. It wasn't Pete's first transgression. No. As an inveterate trespasser, he had accumulated a multitude of minor infringements. But this time he'd crossed the Rubicon.

**WPM Score = / 60**

## EXERCISE 40-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. mosquito (n)**

- a. two-winged insect that sucks blood
- b. four-winged insect that sucks blood
- c. six-winged insect that sucks blood
- d. all of the above

**2. virus (n)**

- a. dangerous code that destroys PCs
- b. sub-microscopic parasite that causes disease
- c. pathogen
- d. all of the above

**3. tropical (adj)**

- a. land with lots of sun and rain
- b. land in the equatorial zones
- c. land that is arid and arable
- d. lands that are hot and humid

**4. ensure (v)**

- a. to make safe
- b. to make secure
- c. to protect
- d. all of the above

**5. nausea (n)**

- a. feeling an ache in the head
- b. bone pain
- c. sick feeling in the stomach
- d. feeling discombobulated

**6. incubation (n)**

- a. period of no growth
- b. period of cold-induced growth
- c. moment of realization
- d. period of heat-induced growth

**7. fever (n)**

- a. high body temperature
- b. low body temperature
- c. normal body temperature
- d. decreasing body temperature

**8. toxic (adj)**

- a. poisonous
- b. harmful
- c. deadly
- d. all of the above

**9. jaundiced (adj)**

- a. skeptical
- b. cynical
- c. skin having turned yellow
- d. all of the above

**10. immunity (n)**

- a. protection
- b. free from
- c. under no obligation
- d. all of the above

**EXERCISE 40-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

mosquito • virus • tropical • ensure • nausea • incubation •  
fever • toxic • jaundiced • immunity •

1. The witness requested \_\_\_\_\_ from prosecution before he would agree to testify.
2. When Joanne went for a cruise on her honeymoon, she got really seasick and suffered from \_\_\_\_\_.
3. A manifestation of influenza is a high \_\_\_\_\_.
4. \_\_\_\_\_ breed profusely in stagnant water.
5. There are a myriad of \_\_\_\_\_ diseases for which there are no known vaccines.
6. A flu vaccine does not \_\_\_\_\_ immunity.
7. The residents near that polluting factory are living in a \_\_\_\_\_ environment.
8. Henri is such a cynic. His view of the world is so \_\_\_\_\_, he doesn't trust anyone anymore.
9. Ironically, hackers who create dangerous computer \_\_\_\_\_ are often hired by big companies to write security software to protect against future virus attacks.
10. The \_\_\_\_\_ period for a chicken egg is about twenty-one days.

## EXERCISE 40-C

## Spelling Quiz – Track #15

**Directions:** ✓ Go to track #15 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 40-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Yellow fever, a virus transmitted by mosquitoes, is an infectious disease found in the tropical and sub-tropical zones of Africa and South America. After an incubation period of three to six days, symptoms are nausea, fever and pain. In 25% of cases, a toxic phase occurs causing liver damage which precipitates jaundice. Surviving yellow fever ensures a life-long immunity.

WPM Score = / 60

## Review #8

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. advent of** (phr)

- a. the introduction of
- b. the development of
- c. the invention of
- d. all of the above

**2. nevertheless** (adv)

- a. yet
- b. nonetheless
- c. still
- d. all of the above

**3. germ** (n)

- a. disease producing micro-organism
- b. disease proof virus
- c. disease killing micro-organism
- d. disease spreading virus

**4. ascertain** (v)

- a. to discover with certainty
- b. to learn with alarm
- c. to learn with resolution
- d. to learn nothing

**5. Neanderthal** (n/adj)

- a. early cave man
- b. lacking culture
- c. brain-dead guy
- d. all of the above

**6. tropical** (adj)

- a. land with lots of sun and rain
- b. land that is arid and arable
- c. lands that are hot and humid
- d. land in the equatorial zones

**7. immunity** (n)

- a. protection
- b. free from
- c. under no obligation
- d. all of the above

**8. bite the bullet** (id, v)

- a. to do something unwillingly
- b. to eat bullets for breakfast
- c. to taste something terrible
- d. to do something you love to do

**9. purport** (v)

- a. to deny
- b. to claim
- c. to bury
- d. to import

**10. parasitic** (adj)

- a. benefiting by working with another
- b. benefiting from another's hard work
- c. benefiting with no effort
- d. all of the above

## EXERCISE 41-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. feral** (adj)

- a. indigenous
- b. wild
- c. domestic
- d. tame

**2. prodigious** (adj)

- a. extraordinary
- b. below average
- c. small
- d. predictable

**3. deem** (v)

- a. to dream
- b. to judge
- c. to overwhelm
- d. to ratify

**4. invasive** (adj)

- a. one that destroys
- b. one that confounds
- c. one that invades
- d. one that resides

**5. cross** (v)

- a. to breed two different species
- b. to cross fertilize
- c. to interbreed
- d. all of the above

**6. hybrid** (adj)

- a. result of cross-breeding
- b. mixture
- c. amalgam
- d. all of the above

**7. propensity** (n)

- a. tendency
- b. need
- c. ability
- d. all of the above

**8. litter** (n)

- a. shimmering light
- b. form of measurement
- c. short message in writing
- d. group of new born animals

**9. sustenance** (n)

- a. food
- b. nourishment
- c. comestibles
- d. all of the above

**10. harbor** (v)

- a. to have
- b. to possess
- c. to hold
- d. all of the above

**EXERCISE 41-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	feral • prodigious • deem • invasive • cross • hybrid • litter
<u>List</u>	propensity • sustenance • harbor •

1. Even though zoo animals are kept in cages or in enclosures, they are still \_\_\_\_\_.
2. Karen's dog just had a \_\_\_\_\_ of eight puppies.
3. Many \_\_\_\_\_ species of plant have taken root in America, none more so than the kudzu.
4. Apex predators have a \_\_\_\_\_ to be transient inasmuch as they need to travel to find enough \_\_\_\_\_.
5. Phyllis is very much the type to buy a \_\_\_\_\_ car.
6. With the advent of agriculture, people could depend less on hunting for their \_\_\_\_\_.
7. The doctor has \_\_\_\_\_ it necessary for Brice to have surgery.
8. The goldadoodle, a very trendy dog, is a \_\_\_\_\_ between a golden retriever and a poodle.
9. Some anthropologists postulate that Neanderthals became extinct because they were not \_\_\_\_\_ breeders.
10. When Julius Caesar crossed the Rubicon, he \_\_\_\_\_ no illusions about what might be waiting for him in Rome since bringing an army into Rome was a major transgression of Roman law.

## EXERCISE 41-C

## Spelling Quiz – Track #16

**Directions:** ✓ Go to track #16 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 41-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Years ago, domestic American pigs were crossed with wild Russian boars. The result was the feral hog, a pig hybrid that harbors no fear of man. Feral hogs are deemed an invasive species due to their propensity to destroy habitat while searching for sustenance, and for their prodigious breeding. A sow can produce a litter of eight piglets twice yearly.

**WPM Score = / 60**

**EXERCISE 42-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. element (n)**

- a. fundamental substance
- b. distinct form
- c. having one kind of atom
- d. all of the above

**2. respiration (n)**

- a. act of breathing
- b. act of perspiring
- c. act of regeneration
- d. act of retiring

**3. decay (v)**

- a. to break down
- b. to fall apart
- c. to disintegrate
- d. all of the above

**4. combust (v)**

- a. to burn
- b. to yearn
- c. to spurn
- d. to learn

**5. evaporate (v)**

- a. to breath slowly
- b. to exchange money
- c. to change into paper
- d. to convert into a vapor

**6. biosphere (n)**

- a. area of world where life exists
- b. area of famine and drought
- c. area of greatest learning
- d. area where life existed

**7. pedosphere (n)**

- a. area of world with dirt
- b. area of world with soil
- c. area of world with earth
- d. all of the above

**8. geosphere (n)**

- a. rock-based part of the world
- b. that studied by geologists
- c. solid parts of the earth
- d. all of the above

**9. hydrosphere (n)**

- a. all the water found on earth
- b. water container
- c. place water goes
- d. process of changing salt water into fresh water

**10. eruption (n)**

- a. quiet conversion
- b. violent explosion
- c. regular movement
- d. minimal change

## EXERCISE 42-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

element • respiration • decay • combust • evaporate •  
pedosphere • geosphere • hydrosphere • biosphere • eruptions •

1. Water is composed of two \_\_\_\_\_ : hydrogen and oxygen.
2. If you leave a cup of water in a desert, it will quickly \_\_\_\_\_ .
3. The water cycle, in which water is evaporated and returns to the earth as precipitation, takes place in the \_\_\_\_\_ .
4. If you drop a burning match into gasoline, the gasoline will, without a doubt, \_\_\_\_\_ .
5. With the advent of the mass production of refined sugar in Britain in the mid-eighteenth century came the problem of rampant tooth \_\_\_\_\_ .
6. Geologists are primarily concerned with events happening in the \_\_\_\_\_ .
7. If you are a soil scientist, your primary field of study is the \_\_\_\_\_ .
8. The \_\_\_\_\_ of Mount Saint Helens, truly a cataclysmic event, caused devastating earthquakes and avalanches.
9. \_\_\_\_\_ is not an integral part of photosynthesis.
10. The word \_\_\_\_\_ was coined by geologist Eduard Suess in 1875.

## **EXERCISE 42-C**

## **Spelling Quiz – Track #17**

**Directions:** ✓ Go to track #17 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 42-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Carbon (C), the most important element on earth, is released into the atmosphere a myriad of ways: plant and animal respiration, decaying plant and animal matter, fossil fuel combustion, cement production, ocean water evaporation, and volcanic eruption. Carbon is then recycled between the biosphere, the pedosphere, the geosphere, and the hydrosphere. Scientists call this complex carbon exchange the biogeochemical cycle.

**WPM Score =      / 60**

## EXERCISE 43-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. post war** (adj)

- a. period after a war
- b. period before a war
- c. period during a war
- d. prosperity after a war

**2. case in point** (phr)

- a. for example
- b. specifically
- c. namely
- d. all of the above

**3. passion** (n)

- a. love for
- b. hate for
- c. need for
- d. wish for

**4. culinary** (adj)

- a. related with kitchens
- b. related with food
- c. related with cooking
- d. all of the above

**5. accomplished** (adj)

- a. failed
- b. successful
- c. average
- d. marginal

**6. chef** (n)

- a. boss of a store
- b. boss of a kitchen
- c. boss of a police department
- d. head Indian

**7. chagrin** (n)

- a. realization
- b. joy
- c. anger
- d. disappointment

**8. despise** (v)

- a. to love
- b. to cherish
- c. to hate
- d. to accept

**9. ground-breaking** (adj)

- a. revolutionary
- b. seminal
- c. original
- d. all of the above

**10. gourmand** (n)

- a. lover of gourds
- b. lover of poetry
- c. lover of food
- d. lover of cars

**EXERCISE 43-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	post war • case in point • passion • culinary • accomplished •
<u>List</u>	chef • chagrin • despise • ground-breaking • gourmand •

1. Rock and roll had its genesis in \_\_\_\_\_ World \_\_\_\_\_ Two America while jazz had its genesis in \_\_\_\_\_ World \_\_\_\_\_ One America.
2. If a professional \_\_\_\_\_ wants to be successful, he or she must keep their nose to the grindstone.
3. Chef Charles has a \_\_\_\_\_ for creating vegan dishes.
4. Bill and his wife Dolorous, with their passion for food and wine, are what one would call \_\_\_\_\_ .
5. With the advent of \_\_\_\_\_ schools, there has been a boom in organic restaurants.
6. Alex \_\_\_\_\_ fast food. He prefers his food to be unadulterated.
7. Much to Raquel's \_\_\_\_\_ , her favorite restaurant went bankrupt.
8. Orcas are \_\_\_\_\_ killers.
9. Many inventions are the result of an accident. \_\_\_\_\_ : the microwave oven. Microwaves were originally developed for use in radar. Only by accident did scientists discover that microwaves also cooked food.
10. It goes without saying that Darwin's theory of evolution was a \_\_\_\_\_ idea.

### EXERCISE 43-C

### Spelling Quiz – Track #18

**Directions:** ✓ Go to track #18 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

### EXERCISE 43-D

### 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Not all revolutions are political. Some are culinary. Case in point: Julia Child. While living in post war Paris, she developed a passion for cooking and became an accomplished chef. Yet, much to her chagrin, the average American housewife despised cooking. Julia changed all that. Her ground-breaking cook book liberated women from canned food and inspired a new generation of gourmands.

**WPM Score = / 60**

**EXERCISE 44-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. obtuse** (adj)

- a. stupid
- b. brilliant
- c. average
- d. different

**2. conundrum** (n)

- a. challenging problem
- b. problem with no obvious answer
- c. puzzlement
- d. all of the above

**3. diffidence** (n)

- a. lots of confidence
- b. no confidence
- c. growing confidence
- d. all of the above

**4. albeit** (adv)

- a. but
- b. although
- c. though
- d. all of the above

**5. inscrutable** (adj)

- a. comprehensible
- b. impenetrable
- c. territorial
- d. horrible

**6. insurmountable** (adj)

- a. impossible
- b. cannot be conquered
- c. unresolvable
- d. all of the above

**7. countenance** (n)

- a. expression on one's face
- b. feeling in one's heart
- c. idea in one's head
- d. money in one's wallet

**8. ebullient** (adj)

- a. always rancorous
- b. always enthusiastic
- c. always perplexed
- d. always bored

**9. disconcerted** (adj)

- a. perplexed
- b. discombobulated
- c. embarrassed
- d. all of the above

**10. nail** (id, v)

- a. to answer correctly
- b. to attain a goal
- c. to target and hit
- d. all of the above

**EXERCISE 44-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

obtuse • conundrum • diffidence • albeit • inscrutable • nail •  
countenance • ebullient • disconcerted • insurmountable •

1. Norman's \_\_\_\_\_ suggested that he was not yet ready to sign the contract.
2. Willy always asks such \_\_\_\_\_ questions. Case in point: "Is there really cheese on the Moon?"
3. Whenever Hank visits the dentist, he always feels so \_\_\_\_\_ .
4. Ferdinand's team, in last place, lost to the first place team \_\_\_\_\_ by only one point.
5. Trudy is always so \_\_\_\_\_. She is always ready to do anything or go anywhere.
6. In law class, Charles \_\_\_\_\_ the breach-of-contract question.
7. The judge's countenance was \_\_\_\_\_. He gave nothing away.
8. The teacher asked Johnnie if he'd done his homework. The \_\_\_\_\_ look on Johnnie's face said it all.
9. For many test-takers, the TOEFL test seems \_\_\_\_\_. Yet, with practice they soon realize that it is not entirely \_\_\_\_\_ .
10. A Catch-22 is definitely a \_\_\_\_\_ .

## **EXERCISE 44-C**

## **Spelling Quiz – Track #19**

**Directions:** ✓ Go to track #19 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 44-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Erica was feeling totally obtuse because the conundrum their math teacher had given them was so inscrutable it seemed impossible to solve. Melissa, her countenance manifesting diffidence, glanced at her best friend Melissa. Ever ebullient Melissa was a brainiac albeit even she was looking disconcerted over the insurmountable problem before her. Not Kevin. The nerd had totally nailed the problem.

**WPM Score = / 60**

## EXERCISE 45-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. infamous** (adj)

- a. famous for a good reputation
- b. famous for a bad reputation
- c. having a famous name
- d. having no name

**2. entrepreneur** (n)

- a. French for assiduous worker
- b. French for underachiever
- c. French for independent business person
- d. German for between friends

**3. take no prisoners** (id, v)

- a. to show no pity
- b. to show no compassion
- c. to show no weakness
- d. all of the above

**4. all manner of** (adj)

- a. all kinds of
- b. great variety of
- c. myriad of
- d. all of the above

**5. widget** (n)

- a. name of a successful product
- b. name of a foreign product
- c. name of a failing product
- d. name of a non specific product or contrivance

**6. peddle** (v)

- a. to buy
- b. to keep
- c. to sell
- d. to invest

**7. budding** (adj)

- a. young and learning
- b. young and wayward
- c. young and fast
- d. young and lazy

**8. expand one's horizons** (id, v)

- a. to invade a country
- b. to explore new territory
- c. to invest in a country
- d. to stay close to home

**9. rake in** (id, v)

- a. to make a lot of transgressions
- b. to make a lot hybrids
- c. to make a lot of money
- d. to make a lot of friends

**10. resurrect** (v)

- a. to bring back from the dead
- b. to give new life
- c. to make new again
- d. all of the above

**EXERCISE 45-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word

infamous • entrepreneur • take no prisoners • all manner of •

List

widget • peddle • budding • expand one's horizons • rake in • resurrect •

1. If you were an \_\_\_\_\_, the American frontier was a good place to try and make a buck.
2. Sylvia loves to collect \_\_\_\_\_ of old dolls.
3. The rapper J-Boy is \_\_\_\_\_ for a multitude of transgressions.
4. Katerina wants to \_\_\_\_\_ by studying in America for a year.
5. Madhur is a \_\_\_\_\_ painter with a passion for landscapes.
6. Pedro's plans are black and white. He wants to climb the corporate ladder and \_\_\_\_\_ a big salary.
7. Jutiporn is the captain of her own ship. If someone breaks a contract with her company, she tells her lawyers to sue and "\_\_\_\_\_."
8. If Hong Bo wants his new product to be successful worldwide, he must get out there and really \_\_\_\_\_ it.
9. If you can't dream up a name for your new mechanical invention, simply call it a \_\_\_\_\_ for the time being.
10. Many want to \_\_\_\_\_ the old colonial law that says you can't buy alcohol on Sunday.

## EXERCISE 45-C

## Spelling Quiz – Track #20

**Directions:** ✓ Go to track #20 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 45-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

As a budding entrepreneur, Josef made his mark peddling all manner of contrivances. Wanting to expand his horizons, he rolled the dice and invested all his money in a failing widget factory. In no time, he'd resurrected the factory and was raking it in. Josef is now infamous for taking no prisoners when setting the price for his personal computers.

**WPM Score =      / 60**

## Review #9

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. deem** (v)

- a. to dream
- b. to judge
- c. to overwhelm
- d. to ratify

**2. decay** (v)

- a. to break down
- b. to fall apart
- c. to disintegrate
- d. all of the above

**3. ground-breaking** (adj)

- a. revolutionary
- b. seminal
- c. original
- d. all of the above

**4. conundrum** (n)

- a. challenging problem
- b. problem with no obvious answer
- c. puzzlement
- d. all of the above

**5. entrepreneur** (n)

- a. French for assiduous worker
- b. French for underachiever
- c. French for independent business person
- d. German for between friends

**6. hybrid** (adj)

- a. result of cross-breeding
- b. mixture
- c. amalgam
- d. all of the above

**7. hydrosphere** (n)

- a. all the water found on earth
- b. water container
- c. place water goes
- d. process of changing salt water into fresh water

**8. accomplished** (adj)

- a. failed
- b. successful
- c. average
- d. marginal

**9. inscrutable** (adj)

- a. comprehensible
- b. impenetrable
- c. territorial
- d. horrible

**10. infamous** (adj)

- a. famous for a good reputation
- b. famous for a bad reputation
- c. having a famous name
- d. having no name

## EXERCISE 46-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. employ** (v)

- a. to use
- b. to reject
- c. to herd
- d. to take root

**2. datum** (n)

- a. singular form of date
- b. part of something smaller
- c. singular form of data
- d. all of the above

**3. bacteria** (n)

- a. plural of back
- b. plural of bachelor
- c. plural of Bactrian
- d. plural of bacterium

**4. criteria** (n)

- a. list of rules used to judge
- b. plural of criterion
- c. points to follow when evaluating
- d. all of the above

**5. memoranda** (n)

- a. memos
- b. plural of memorandum
- c. a myriad of messages
- d. all of the above

**6. stigmata** (n)

- a. lines
- b. dots
- c. marks
- d. squares

**7. peruse** (v)

- a. to examine carefully
- b. to prepare properly
- c. to prescribe carefully
- d. to provide often

**8. deal with** (v)

- a. to take care of
- b. to take action
- c. to confront
- d. all of the above

**9. salient** (adj)

- a. one that rises above the rest
- b. one lower than all the rest
- c. one equal to all the rest
- d. one harder than all the rest

**10. as in** (phr)

- a. for example
- b. such as
- c. namely
- d. all of the above

**EXERCISE 46-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	employ • datum • bacteria • criteria • memoranda • stigmata •
<u>List</u>	peruse • deal with • salient • as in •

1. By \_\_\_\_\_ robots, the company was able to reduce its labor costs substantially.
2. \_\_\_\_\_ is synonymous with cuts or wounds.
3. Arguably, that particular piece of \_\_\_\_\_ is not accurate.
4. \_\_\_\_\_ are an integral part of the decaying process.
5. Sofia loves to \_\_\_\_\_ the shops on Fifth Avenue.
6. Roland \_\_\_\_\_ his problems by taking the bull by the horns.
7. Every Monday, Lee's boss sends out a plethora of \_\_\_\_\_ reminding everyone to keep their noses to the grindstone.
8. Part of M.I.T.'s admission \_\_\_\_\_ for foreign students is a high TOEFL score.
9. At the end of the lecture, the professor restated the most \_\_\_\_\_ point.
10. Starving is synonymous with ravenous, \_\_\_\_\_, "After Katie works out, she is ravenous."

## EXERCISE 46-C

## Spelling Quiz – Track #21

**Directions:** ✓ Go to track #21 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 46-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

In the reading section, TOEFL often employs plural words ending in "a", such as media and its singular, medium. Let's peruse a few more salient examples: stigmata and stigmatum; bacteria and bacterium; criteria and criterion; memoranda and memorandum; data and datum, as in "The data in the memorandum dealt with the criteria for measuring the stigmata left by the bacterium."

**WPM Score = / 60**

**EXERCISE 47-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. mince words** (v)

- a. to be uncertain
- b. to render incomplete
- c. to soften one's words
- d. all of the above

**2. epiphany** (n)

- a. innate moment of realization
- b. sudden revelation
- c. personal discovery
- d. all of the above

**3. boon** (n)

- a. pain
- b. loss
- c. benefit
- d. disadvantage

**4. ersatz** (adj)

- a. German word for fake
- b. knock off
- c. forgery
- d. all of the above

**5. disingenuous** (adj)

- a. sincere
- b. honest
- c. insincere
- d. kind

**6. endemic** (adj)

- a. catching
- b. contagious
- c. spreading
- d. all of the above

**7. expediency** (n)

- a. palette
- b. code
- c. convenience
- d. affordability

**8. bevy of** (phr)

- a. a myriad of
- b. many
- c. a lot of
- d. all of the above

**9. hand in** (v)

- a. to submit
- b. to remit
- c. to prohibit
- d. to elicit

**10. expunge** (v)

- a. to include completely
- b. to delete totally
- c. to enter often
- d. to record carefully

## EXERCISE 47-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

mince words • epiphany • ersatz • boon • disingenuous •  
endemic • expunge • hand in • bevy of • expediency •

1. At the end of class, the students had to \_\_\_\_\_ their essays.
2. The usually ebullient prime minister did not \_\_\_\_\_ when she said that she would increase the corporate tax substantially.
3. On Canal Street in Manhattan, you can peruse many small shops that sell \_\_\_\_\_ designer hand bags.
4. Lower fuel costs are a definite \_\_\_\_\_ for all.
5. When Carlos got a perfect 5 on his TOEFL independent essay, he had an \_\_\_\_\_. He realized that getting a perfect essay score was not insurmountable after all.
6. It goes without saying that the president's plan to reduce the income tax rate will make many voters happy. However, the plan is simply political \_\_\_\_\_. In the short term, it will win the president some votes, but it will not solve the long term problem of reducing the national debt.
7. A computer virus can easily \_\_\_\_\_ all the information on your hard drive.
8. Jacob's boss said everyone at the company would get a ten percent raise. That was six months ago, and still no raise. Talk about \_\_\_\_\_.
9. Tomas has a \_\_\_\_\_ TOEFL books.
10. Smoking among pre-teens is \_\_\_\_\_.

## **EXERCISE 47-C**

## **Spelling Quiz – Track #22**

**Directions:** ✓ Go to track #22 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 47-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The professor didn't mince words. "I've had an epiphany," he told his class. "Plagiarism is endemic. Truly, the expediency of the web is a boon for researchers yet it has left a bevy of ersatz essays on my desk. Handing in a plagiarized essay is not only disingenuous but will also get you kicked out and your academic record expunged."

**WPM Score = / 60**

## EXERCISE 48-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. zenith** (n)

- a. highest point
- b. opposite of nadir
- c. the absolute top
- d. all of the above

**2. laissez-faire** (phr)

- a. closed-market business approach
- b. free-market business model
- c. foreign-market business style
- d. all of the above

**3. impugn** (v)

- a. to agree
- b. to attack
- c. to borrow
- d. to incubate

**4. epitome** (n)

- a. quality
- b. quintessence
- c. epistle
- d. underachiever

**5. equanimity** (n)

- a. anger
- b. pride
- c. equality
- d. calm

**6. placate** (v)

- a. to assuage
- b. to mollify
- c. to pacify
- d. all of the above

**7. resplendent** (adj)

- a. brilliant and amazing
- b. educational and important
- c. boring and ridiculous
- d. silly and persnickety

**8. impervious** (adj)

- a. vulnerable to attack
- b. ready to attack
- c. invulnerable to attack
- d. always under attack

**9. harangue** (n/v)

- a. short, fun lecture
- b. short, dull lecture
- c. long, angry lecture
- d. academic lecture

**10. rancor** (n)

- a. joy
- b. anger
- c. fear
- d. all of the above

**EXERCISE 48-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word</u>	zenith • impugn • laissez-faire • epitome • equanimity • placate •
<u>List</u>	rancor • harangue • impervious • resplendent •

1. The dot.com bubble reached its \_\_\_\_\_ on March 10, 2000 when the stock market hit a new high.
2. Many in England argue that royalty is superfluous. On the contrary, many believe that there is nothing more emblematic of England than their benevolent Queen \_\_\_\_\_ in her crown.
3. \_\_\_\_\_ the president is an integral part of the American political process.
4. LeMichael is wary of his parents because whenever they talk, they always \_\_\_\_\_ him about getting a job.
5. Sir Isaac Newton, the esteemed eighteenth century British scientist who created calculus and the theory of gravity, among other seminal achievements, is the \_\_\_\_\_ of genius.
6. Is the Earth \_\_\_\_\_ to black holes? That is the \$64,000.00 question.
7. It's hard for Al to think of his future with any degree of \_\_\_\_\_, especially when his boss just pulled the plug on his research.
8. When the drought was at its \_\_\_\_\_, the tyrannical Queen tried to \_\_\_\_\_ her people by enumerating the harbingers of rain she'd seen.
9. In the 1970s, the Chicago School of Economics championed a \_\_\_\_\_ system of business in South and Central America, a brand of free-market capitalism which was, without a doubt, an overwhelming failure.
10. \_\_\_\_\_ precipitates stress.

## EXERCISE 48-C

## Spelling Quiz – Track #23

**Directions:** ✓ Go to track #23 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 48-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The president was at his zenith when critics started to impugn his laissez-faire approach to business. The president, the epitome of equanimity, tried to placate his detractors by having a succession of resplendent dinners at the White House. Yet the rancor of his foes went unappeased. The president, impervious to the harangues of his critics, simply refused to play ball.

**WPM Score = / 60**

**EXERCISE 49-A****Multiple-Choice Quiz**

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. adaptable** (adj)

- a. able to demonstrate
- b. able to adjust
- c. able to construct
- d. all of the above

**2. voracious** (adj)

- a. never hungry
- b. rarely hungry
- c. always hungry
- d. always in a hurry

**3. testosterone** (n)

- a. male hormone
- b. female virus
- c. pathogen for omnivores
- d. female hormone

**4. murky** (adj)

- a. clear
- b. thin
- c. not clear
- d. thick

**5. target** (v)

- a. to kill
- b. to invade
- c. to focus on
- d. to symbolize

**6. territorial** (adj)

- a. searching for new land
- b. traveling in new territory
- c. protective of one's land
- d. wanting to buy more land

**7. fatality** (n)

- a. death
- b. loss
- c. casualty
- d. all of the above

**8. unpredictable** (adj)

- a. cannot be rendered
- b. cannot be predicted
- c. cannot be evaluated
- d. cannot be expected

**9. patrol** (v)

- a. to defend an area totally
- b. to check and recheck an area
- c. to fight and die for a cause
- d. to sink or swim for no reason

**10. attribute to** (v)

- a. to give credit to
- b. to acknowledge
- c. to give benefit to
- d. all of the above

## EXERCISE 49-B

## Sentence-Completion Quiz

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word  
List

adaptable • voracious • testosterone • murky • target • patrol •  
territorial • fatality • unpredictable • attribute to •

1. It is difficult for a predator to \_\_\_\_\_ its prey if the prey is well camouflaged.
2. Male lions \_\_\_\_\_ their territory assiduously.
3. A mother bird must constantly feed her \_\_\_\_\_ brood of chicks.
4. Those who live Spartanly are usually very \_\_\_\_\_ .
5. Catfish are right at home in \_\_\_\_\_ water.
6. It is difficult to \_\_\_\_\_ the invention of the internet \_\_\_\_\_ just one person.
7. The behavior of the rock star was wholly \_\_\_\_\_ .
8. Most professional athletes eschew \_\_\_\_\_ as a means of improving performance.
9. Whenever we push the envelope in space, there will always be \_\_\_\_\_ .
10. As a take-no-prisoners salesman, Charlie is highly \_\_\_\_\_ .

## **EXERCISE 49-C**

## **Spelling Quiz – Track #24**

**Directions:** ✓ Go to track #24 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## **EXERCISE 49-D**

## **60-Word Typing Test**

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

The bull shark is highly adaptable, surviving in both fresh and salt water. In addition, its voracious appetite targets anything that moves. Because it patrols shallow, murky water, the majority of human fatalities are attributed to the bull shark. They are territorial, unpredictable, and extremely aggressive owing to their inordinate level of testosterone, the highest of any animal, even tigers.

**WPM Score = / 60**

## EXERCISE 50-A

## Multiple-Choice Quiz

**Directions:** You have 2 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. clear the air about** (id, v)

- a. to eliminate any ambiguity
- b. to set right
- c. to make clear once and for all
- d. all of the above

**2. invention** (n)

- a. traditional idea
- b. original idea
- c. believable idea
- d. all of the above

**3. excise** (v)

- a. to exercise
- b. to exacerbate
- c. to delete
- d. to ameliorate

**4. excluding** (adj)

- a. act of bringing in
- b. act of keeping in
- c. act of keeping out
- d. act of looking excellent

**5. code** (n)

- a. form of arcane communication
- b. invented language
- c. language using symbols
- d. all of the above

**6. vernacular** (n)

- a. mainstream language
- b. native tongue
- c. indigenous language
- d. all of the above

**7. jargon** (n)

- a. form of slang
- b. inclusive not exclusive code
- c. code for special applications
- d. all of the above

**8. aficionado** (n)

- a. official
- b. fan
- c. friend
- d. developer

**9. grasp** (v)

- a. to complete
- b. to understand
- c. to believe
- d. to render

**10. gang** (n)

- a. group with a common identity
- b. group with its own verbal code
- c. anti-social group with a hierarchy
- d. all of the above

**EXERCISE 50-B****Sentence-Completion Quiz**

**Directions:** You have 5 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

Word

clear the air about • invention • excise • excluding • code •

List

jargon • vernacular • aficionado • grasp • gang •

1. Alina is a poetry \_\_\_\_\_.
2. Mouse, hard drive and memory are examples of computer \_\_\_\_\_.
3. Abra had no difficulty \_\_\_\_\_ the most salient point in the meeting.
4. \_\_\_\_\_ English is a challenge for many non native speakers inasmuch as it has a plethora of idioms, jargon and slang.
5. Many famous rappers were, and still are, \_\_\_\_\_ members.
6. Gangs employ slang, a form of verbal \_\_\_\_\_ that non gang members, such as the police (and parents), cannot grasp.
7. What is the greatest \_\_\_\_\_ ever? That is the \$64,000.00 question.
8. The president will meet the press to \_\_\_\_\_ about why he decided to send more troops abroad.
9. Some countries have \_\_\_\_\_ infamous parts of their histories from school text books.
10. Slang is an \_\_\_\_\_ designed to be grasped only by those within the gang.

## EXERCISE 50-C

## Spelling Quiz – Track #25

**Directions:** ✓ Go to track #25 on CD #2.

- ✓ For this quiz, you will hear a word, a phrase or an idiom. You will hear it twice. You will then have ten seconds to type it.
- ✓ As you type the word(s), say each letter.
- ✓ Check your answers in the word list on the previous page.
- ✓ Record your score on page 201.

## EXERCISE 50-D

## 60-Word Typing Test

**Directions:** You have 60 seconds to type the following passage. When you are finished, calculate your wpm score. Record your score on page 201.

Let's clear the air about slang. Slang's an excluding code consisting of invented words, for example "unfriend." Unfriend is a Facebook invention meaning to expunge someone from your friends' list. Facebook aficionados, a web sub group, grasp this code but outsiders can't. Yet Facebook is so popular, unfriend has entered the vernacular and gone from web slang to web jargon.

**WPM Score =      / 60**

## Review #10

**Directions:** You have 60 seconds to complete this task. Do not use a dictionary.  
Check your answers on page 192. Record your score on page 201.

**1. vernacular** (n)

- a. mainstream language
- b. native tongue
- c. indigenous language
- d. all of the above

**2. adaptable** (adj)

- a. able to adapt
- b. able to adjust
- c. able to cope
- d. all of the above

**3. expediency** (n)

- a. palette
- b. code
- c. convenience
- d. affordability

**4. epiphany** (n)

- a. innate moment of realization
- b. sudden revelation
- c. personal discovery
- d. all of the above

**5. criteria** (n)

- a. list of rules used to judge
- b. plural of criterion
- c. points to follow when evaluating
- d. all of the above

**6. jargon** (n)

- a. form of slang
- b. inclusive not exclusive code
- c. code for special applications
- d. all of the above

**7. laissez-faire** (phr)

- a. closed-market business approach
- b. free-market business model
- c. foreign-market business style
- d. all of the above

**8. epitome** (n)

- a. quality
- b. quintessence
- c. epistle
- d. underachiever

**9. attribute to** (v)

- a. to give credit to
- b. to acknowledge
- c. to give benefit to
- d. all of the above

**10. salient** (adj)

- a. one that rises above the rest
- b. one lower than the rest
- c. one equal to all the rest
- d. one harder than the rest

## Extra Practice - A      Multiple-Choice Quiz

**Directions:** You have 8 minutes to complete this task. Do not use a dictionary. Check your answers on page 192. Record your score on page 201.

**1. the blues** (n)

- a. black American music
- b. early slave music
- c. music expressing misery
- d. all of the above

**2. migrate** (v)

- a. to move in and around
- b. to put down roots in a new land
- c. to settle in an established place
- d. all of the above

**3. influence** (n)

- a. power to change
- b. power to persuade
- c. ability to bring about
- d. all of the above

**4. manifold** (adj)

- a. few
- b. some
- c. many
- d. one

**5. spawn** (v)

- a. to give birth to
- b. to give rise to
- c. to originate from
- d. all of the above

**6. visit upon** (v)

- a. to force upon
- b. to go and visit
- c. to spend time with
- d. to educate about

**7. in and around** (phr)

- a. about
- b. after
- c. beyond
- d. at the exact time

**8. unsung** (adj)

- a. recognized
- b. rewarded
- c. unrecognized
- d. acknowledged

**9. immeasurable** (adj)

- a. can be measured
- b. cannot be measured
- c. will be measured
- d. too small to measure

**10. puppy love** (n)

- a. adolescent love
- b. first love
- c. infatuation
- d. all of the above

**11. run a tight ship** (id, v)

- a. to demonstrate discipline
- b. to be very organized
- c. to operate efficiently
- d. all of the above

**12. prioritize** (v)

- a. to do whenever convenient
- b. to do in order of importance
- c. to cancel and do later
- d. to reorganize and proceed

**13. delegate (v)**

- a. to control everything
- b. to assign responsibility
- c. to manage without concern
- d. to peddle ideas

**14. capitalize on (v)**

- a. to take advantage of
- b. to put in the bank
- c. to borrow with low interest
- d. to take in a new direction

**15. break something down (v)**

- a. to stop moving
- b. to cross into new territory
- c. to divide and study in detail
- d. to destroy for research

**16. innate (adj)**

- a. born with
- b. born in
- c. born without
- d. born at

**17. tackle (v)**

- a. to confront
- b. to deal with
- c. to solve
- d. all of the above

**18. potential (n/adj)**

- a. ability wasted
- b. ability not yet demonstrated
- c. ability employed
- d. all of the above

**19. unfailingly (adv)**

- a. always
- b. sometimes
- c. never
- d. now and then

**20. cogent (adj)**

- a. convincing
- b. sound
- c. compelling
- d. all of the above

**21. a real dog (id)**

- a. superior product
- b. inferior product
- c. expensive product
- d. affordable product

**22. as lazy as a dog (id, n)**

- a. slothful
- b. lethargic
- c. indolent
- d. all of the above

**23. dog days (id, n)**

- a. slow, hot days of mid summer
- b. time when many dogs are born
- c. festival celebrating dogs
- d. time when dogs sleep

**24. denote (v)**

- a. to mean literally
- b. to destroy completely
- c. to mix thoroughly
- d. to take notes copiously

**25. underachiever (n)**

- a. one who always succeeds
- b. one who does not succeed
- c. one who wants to succeed
- d. one who avoids success

**26. against all odds** (id, adv)

- a. with a propensity for winning
- b. with a good chance of success
- c. with little or no chance of success
- d. with a tendency to gamble

**27. the hair of the dog** (id, n)

- a. idiom of Brazilian origin
- b. idiom of Mexican origin
- c. idiom of Roman origin
- d. idiom of German origin

**28. lethargic** (adj)

- a. recycling energy
- b. no energy
- c. losing energy
- d. full of energy

**29. highly** (adv)

- a. well
- b. maybe
- c. good
- d. nearly

**30. pay homage to** (v)

- a. to pay respect to
- b. to acknowledge
- c. to recognize
- d. all of the above

**Extra Practice - B****Sentence-Completion Quiz**

**Directions:** You have 15 minutes to complete this task. Check your answers on page 192. Record your score on page 201.

<u>Word List</u>	unsung • immeasurable • pay homage to • a real dog • cogent the blues • as lazy as a dog • denote • underachiever • spawn • highly • migrate • influence • manifold • visit upon • innate • in and around • break something down • dog days • tackle • potential • unfailingly • against all odds • the hair of the dog • lethargic • puppy love • run a tight ship • prioritize • delegate • capitalize on •
------------------	---

1. Every year on January 8, thousands of fans travel to Graceland in Memphis, Tennessee to \_\_\_\_\_ the King of Rock and Roll, Elvis Presley.
2. Newly-elected presidents must always \_\_\_\_\_ a plethora of problems left behind by the previous president.
3. A cataclysmic drought was \_\_\_\_\_ the people of the American mid west during the Great Depression.
4. Rinaldo and Angela finally decided to bite the bullet and \_\_\_\_\_ to France.
5. Harvey's company always makes a profit because he \_\_\_\_\_ .
6. When Carrie is in a quandary, she always \_\_\_\_\_ the problem \_\_\_\_\_ so she can \_\_\_\_\_ it more effectively.
7. Some are very good at \_\_\_\_\_ while others are less punctilious.
8. As a musical genre, \_\_\_\_\_ is arguably one of the most influential.
9. During the \_\_\_\_\_ of summer, Terri is what one would call a couch potato.
10. If Pavel's innovative new software had such \_\_\_\_\_ , why did his boss pull the plug on it?
11. When addressing his professors, Timothy is \_\_\_\_\_ polite.

## 168 - 500 Words, Phrases, Idioms

12. Contrary to popular belief, Yan is not \_\_\_\_\_ . Quite the contrary, he is always burning the candle at both ends.
13. Sagarika is a \_\_\_\_\_ regarded music teacher in India.
14. Yumi is a notorious \_\_\_\_\_ . She eschews any kind of work.
15. Illiana is wary about buying another iPod owing to the fact that her first iPod was \_\_\_\_\_ .
16. \_\_\_\_\_ connotes innocence.
17. Young children are susceptible to being easily \_\_\_\_\_ .
18. Contrary to popular belief, neither Apple nor Microsoft invented the computer mouse or the folders-based desktop system. Those seminal achievements belong to Xerox, an \_\_\_\_\_ innovator in the world of personal computers.
19. A remedy for a hangover is the Roman tradition called \_\_\_\_\_ .
20. \_\_\_\_\_ , Yu Chen kept her eye on the prize and won the gold medal.
21. When Wei Wei had the flu, she felt really \_\_\_\_\_ .
22. When the laser printed first hit the market in 1977, it \_\_\_\_\_ many imitators.
23. Einstein's \_\_\_\_\_ on science is \_\_\_\_\_ .
24. Candice searched \_\_\_\_\_ the park for her wayward friend.
25. Gina always makes such \_\_\_\_\_ comments in class.
26. People who are persnickety find it difficult \_\_\_\_\_ .
27. The indigenous tribes of the Amazon have an \_\_\_\_\_ understanding of the jungle.
28. Famine \_\_\_\_\_ no food.
29. Beth \_\_\_\_\_ the situation by killing two birds with one stone.
30. Xerox produced \_\_\_\_\_ seminal computer products. Case in point: the world's first laser printer invented by Gary Starkweather in 1969.

## **Extra Practice - C      3 X 60-Word Typing Tests**

**Directions:** You have 1 minute to type each of following 60-word passages.  
Record your scores on page 201.

### **Test #1**

How does Samir run such a tight ship at work? Let's break it down.

First, he always prioritizes. Next, he is not afraid to delegate authority in order to maximize efficiency and to capitalize on each employee's innate ability to recognize and tackle any potential problem. In addition, Samir specializes in explaining complex data in memoranda that are unfailingly cogent.

### **Test #2**

The word dog is highly versatile. Puppy love means first love. A real dog is something that doesn't perform as expected whereas an underdog is an underachiever who claims victory against all odds.

Lazy as a dog denotes you're lethargic perhaps because it's the dog days of summer. The hair of the dog is a drink to remedy a hangover.

**Test #3**

Indeed, the influence of the blues is immeasurable. Born in the slave south, it expresses the manifold miseries visited upon the black man. In and around 1900, the blues migrated north to Chicago and New York where it spawned jazz and rock. Elvis, the Beatles, even Frank Sinatra paid homage to the unsung originators of a truly original musical genre.

# More Practice

## **Change the Quiz Order**

After you have recycled all 50 exercises, wait a few days, then redo the quizzes but in a different order, for example:

1. Spelling (Quiz #3)  
Typing (Quiz #4)  
Sentence-Completion (Quiz #2)  
Multiple-Choice (Quiz #1)
  
2. Sentence-Completion (Quiz #2)  
Typing (Quiz #4)  
Spelling (Quiz #3)  
Multiple-Choice (Quiz #1)
  
3. Typing (Quiz #4)  
Spelling (Quiz #3)  
Sentence-Completion (Quiz #2)  
Multiple-Choice (Quiz #1)

## **Change the Time**

After you have recycled all 50 exercises, wait a few days, then redo the quizzes but with shorter completion times, for example:

- Quiz #1: from 2 minutes to 1 minute  
Quiz #2: from 5 minutes to 2 minutes  
Quiz #3: from 10 seconds to spell each word, phrase and idiom to 5 seconds  
Quiz #4: from 1 minute to 45 seconds to type 60 words

## **Writing Practice**

For each word, phrase and idiom, write it using a sentence of your own. Try combining as many words, phrases and idioms as you can to form a paragraph.

## **Speaking Practice**

For each word, phrase and idiom, use it in a spoken sentence of your own. Try combining as many words, phrases and idioms as you can to form a spoken paragraph that focuses on one subject.

## Typing Strategies

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Many test-takers own laptop computers. Laptops have touch sensitive keyboards which are fast and easy to use. This style of typing is called "touch typing." However, on test day you will not use a laptop computer. Instead, you will use a standard desktop computer and a standard Microsoft keyboard, such as the one below.



A standard keyboard is not touch sensitive. Also, because the distance between the letter keys and the function keys is greater on a standard keyboard, it takes more energy and focus to type quickly and accurately.



Test center keyboards are often positioned low. This means you will have to extend your hands down to type. This is an unnatural position for laptop users.

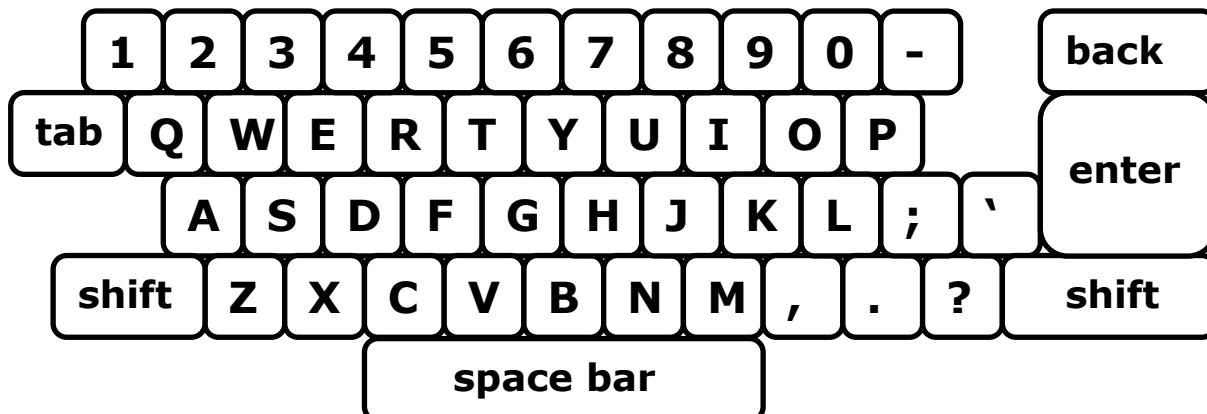


If you do not have a standard keyboard, it is recommended that you buy one and plug it into your laptop via the USB port. Standard keyboards are not expensive. As of this writing, you can buy one for \$20.00 or less. A standard keyboard is definitely worth the investment.

## The TOEFL Keyboard

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A standard computer keyboard has 101 keys. For TOEFL, you will use only 48 of those keys. They are illustrated below.



## Home Row Keys

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The most important row on the keyboard is the home row. There are 12 keys on the home row, including the enter key.



## Top Row Keys

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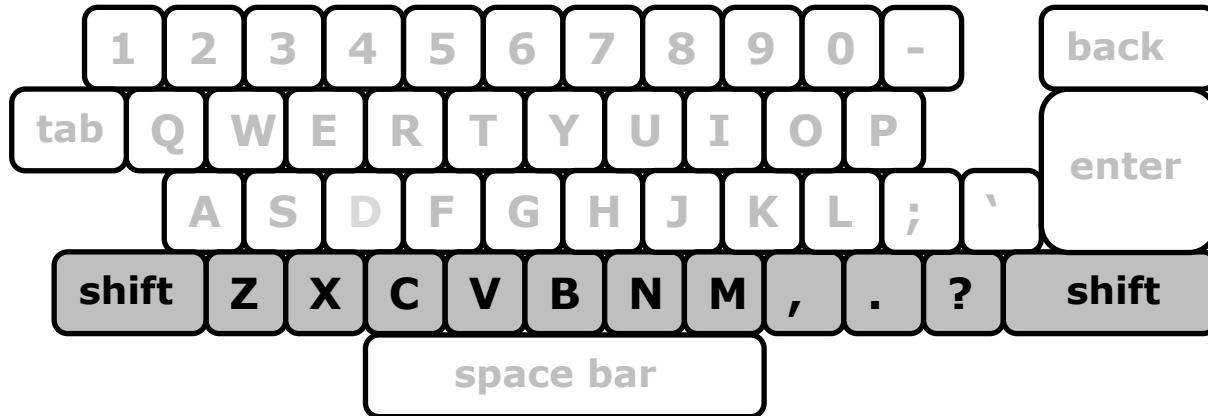
The two rows above the home row are called the top rows. They contain 23 keys.



## Bottom Row Keys

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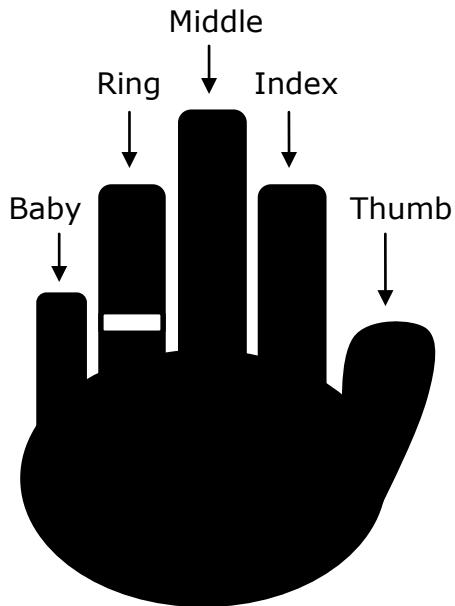
The bottom row contains 12 keys. Note: The question mark is a shift key (shift + question mark). Without the shift key, it is a forward slash key (/). For TOEFL, you will not use the forward slash key (/) only the question mark key.



# Finger Positioning

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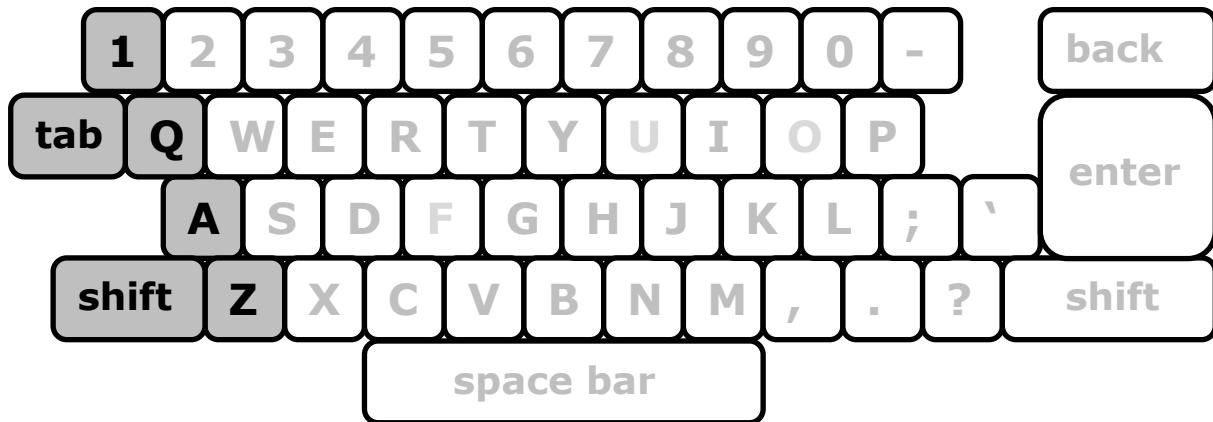
Each finger has a name. The names are the same for both hands.



## Left Hand – Baby Finger

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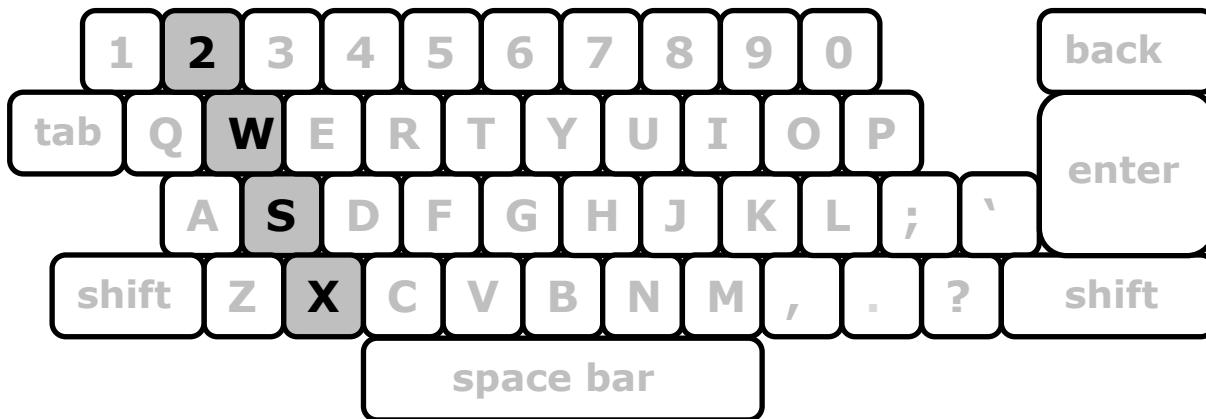
Your left baby finger controls Z, A, Q, 1, shift, and tab.



## Left Hand – Ring Finger

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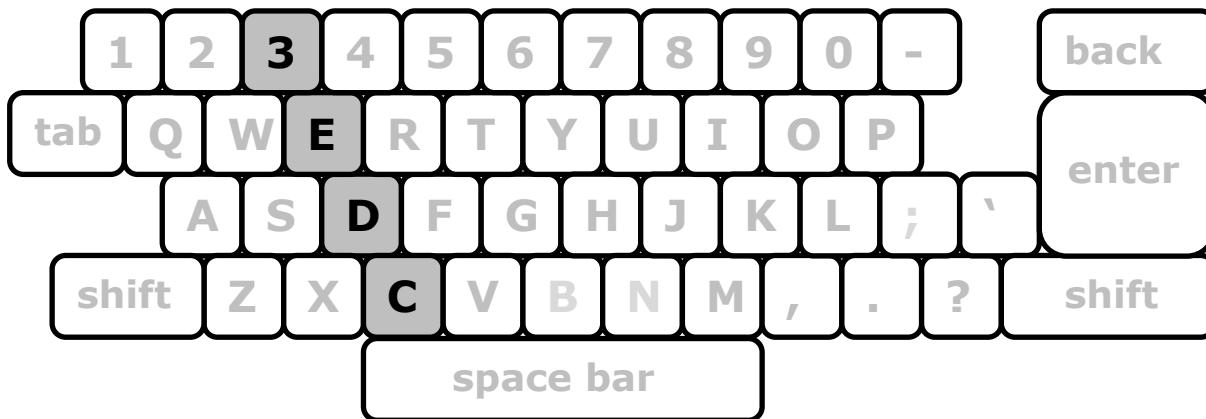
Your left ring finger controls X, S, W, and 2.



## Left Hand – Middle Finger

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Your left middle finger controls C, D, E, and 3.



## Left Hand – Index Finger

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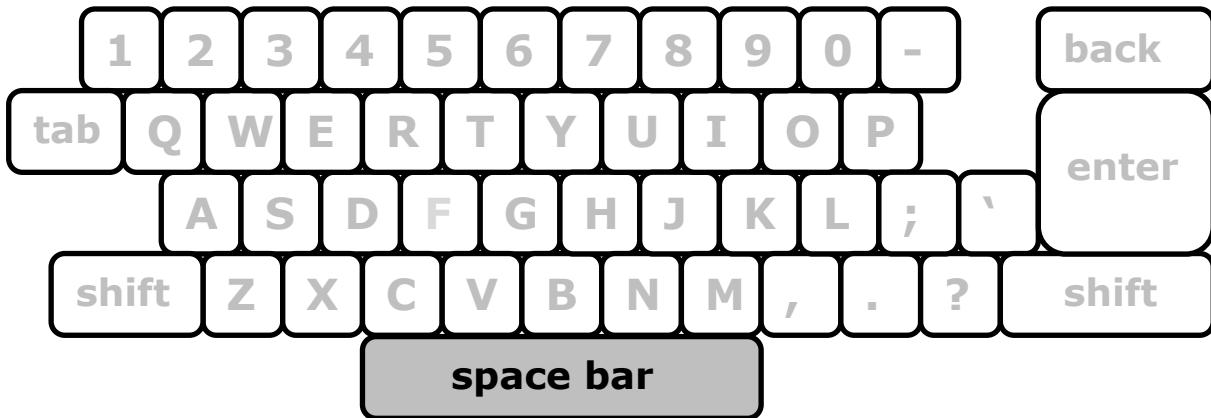
Your left index finger controls V, F, R, 4, B, G, T, 5, and 6.



## Left Hand – Thumb

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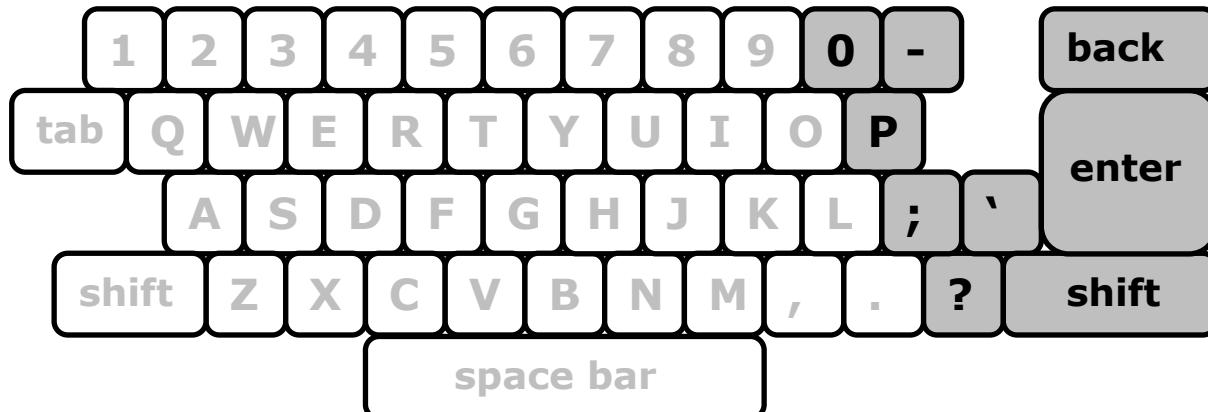
Your left thumb controls the space bar.



## Right Hand – Baby Finger

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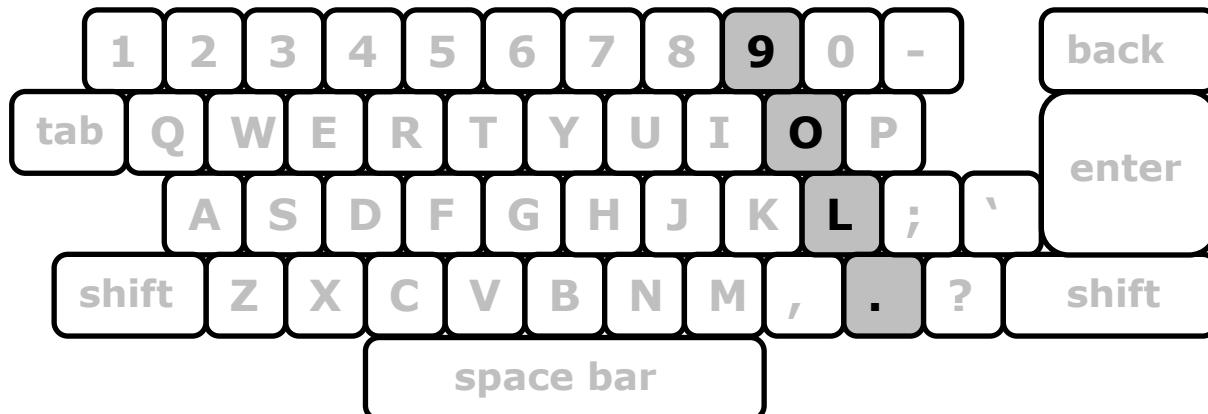
Your right baby finger controls the question mark (?), the semi-colon (;), the apostrophe ('), P, O, the hyphen (-), back space, enter, and shift.



## Right Hand – Ring Finger

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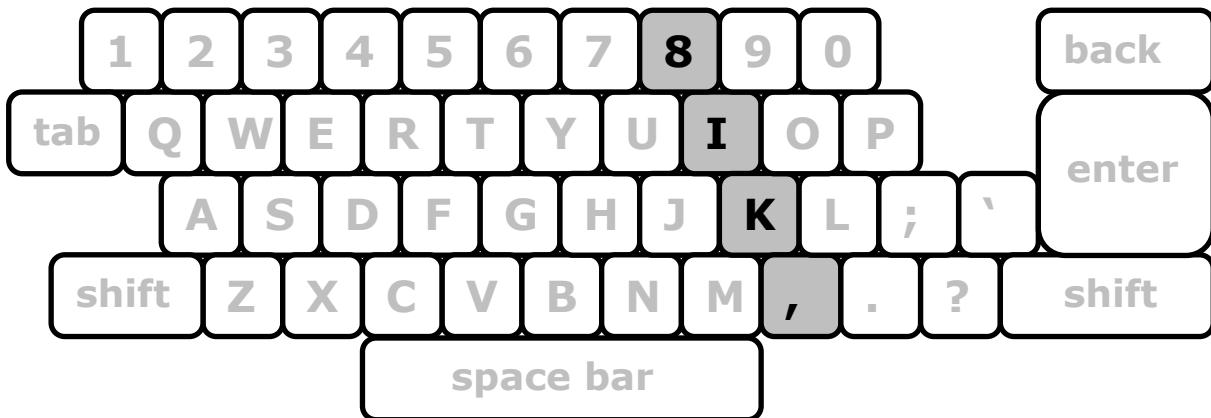
Your right ring finger controls keys the period (.), L, O, and 9.



## Right Hand – Middle Finger

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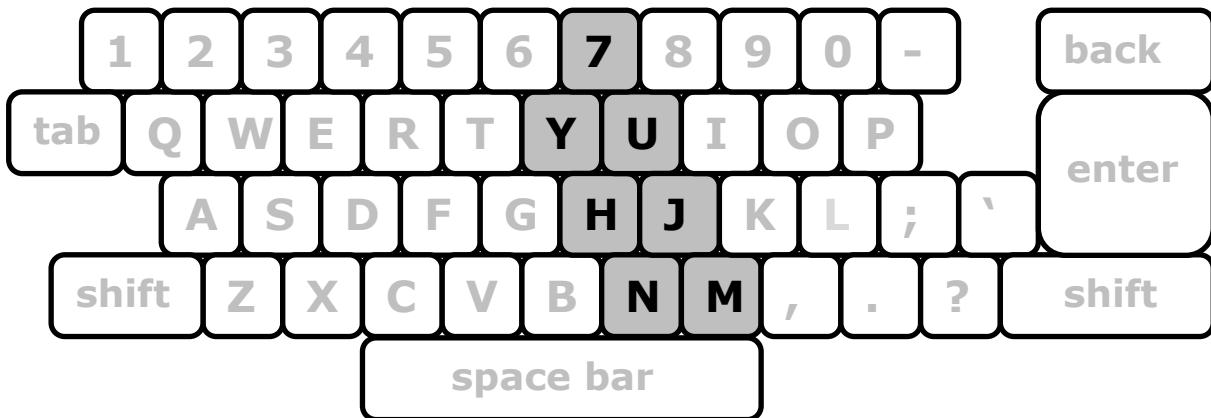
Your right middle finger controls the comma (,), K, I, and 8.



## Right Hand – Index Finger

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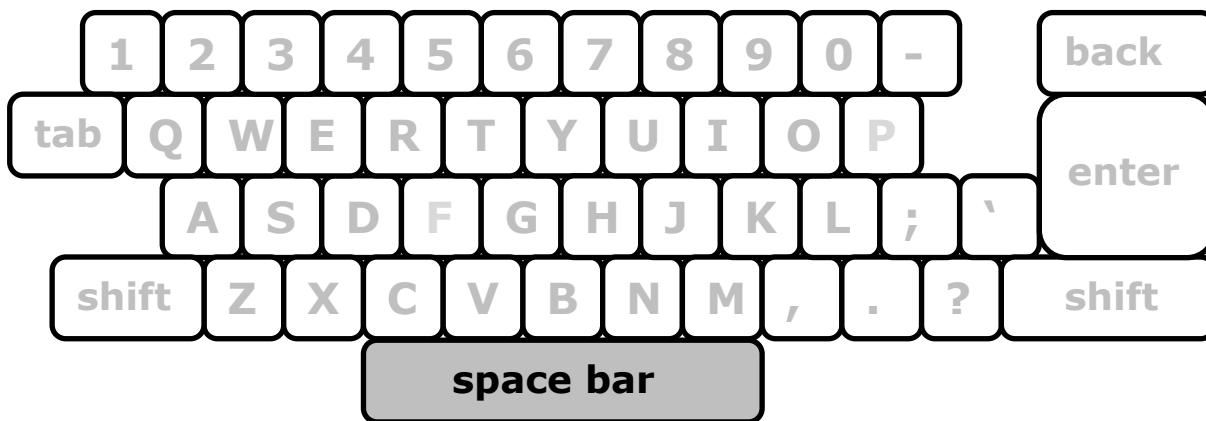
Your right index finger controls N, H, Y, 7, U, J, and M.



## Right Hand – Thumb

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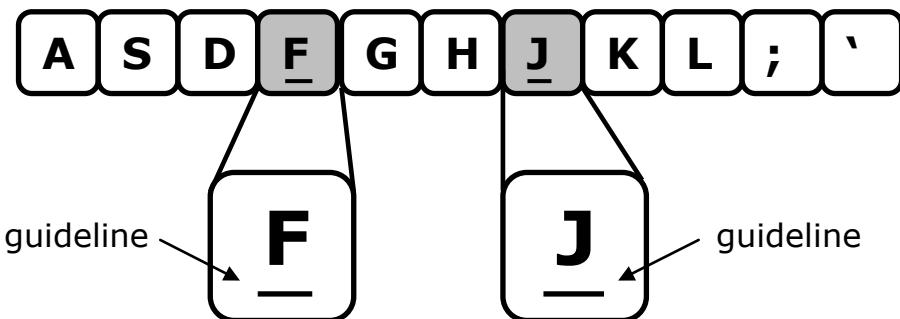
Your right thumb controls the space bar.



## F and J Keys

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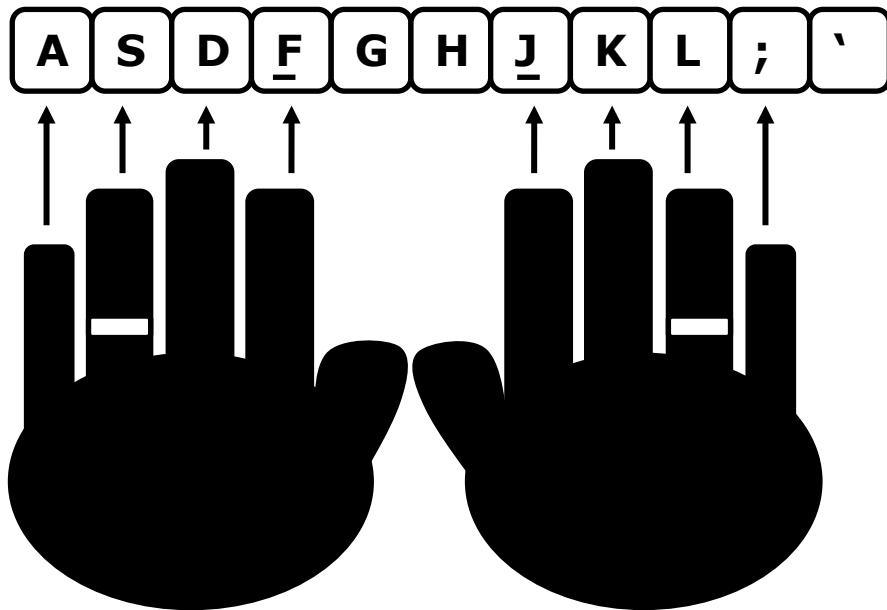
F and J are the most important home row keys. Put your left index finger on F. On the F key, below the letter F, you will feel a small line sticking up from the key. This guide line tells you your left index finger is on the F key. Slowly rotate your left index finger. Can you feel the guide line? The J key also has a guide line. When you can feel the guide lines under both your index fingers, your index fingers are in the right position. That means that all your other fingers will be over the correct keys.



## Ready Position

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Place your fingers on the home row as illustrated below. This position is the ready position. For the greatest typing accuracy, each finger must start and return to this home row position after each key stroke.



**TASK:** Put your hands in the ready position. Next, take your hands off. Without looking, put your fingers back on home row. Using the guide lines, locate the F key with your left index finger and the J key with your right index finger. Practice until you can position and reposition yours hands without looking.



When you type, do not go fast. If you go fast, you will make more mistakes. Type at an average and consistent speed.



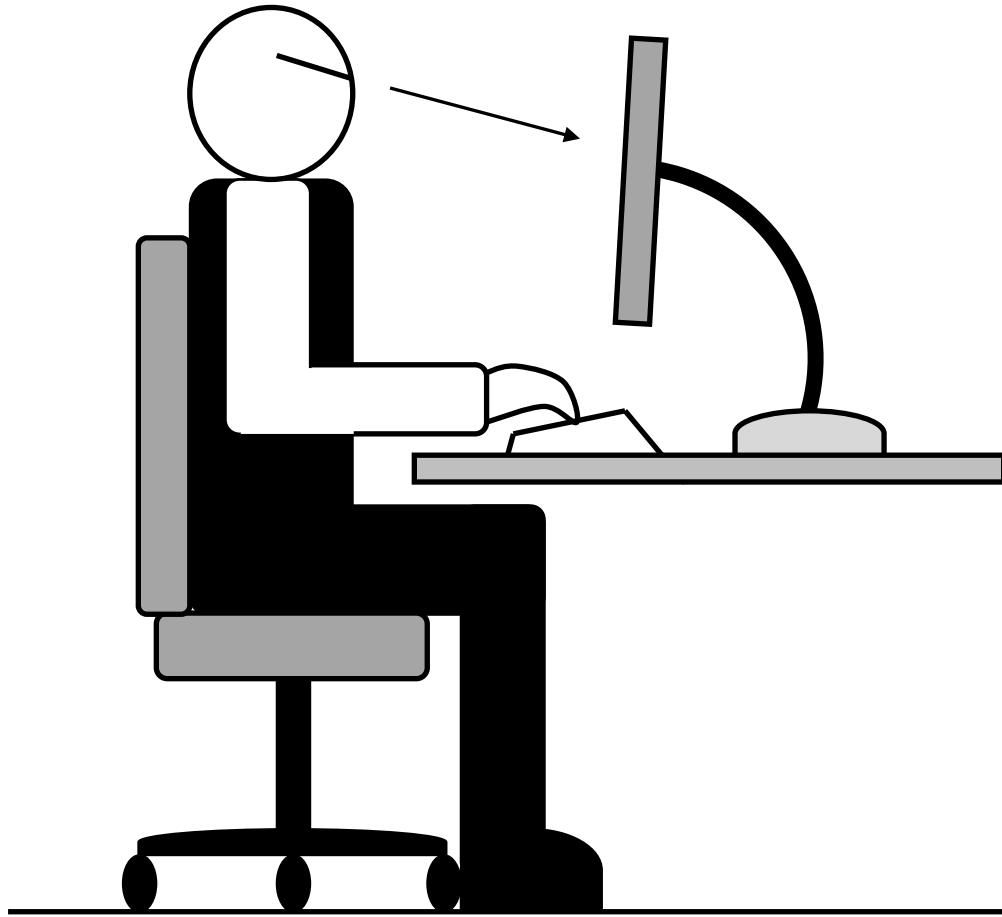
Typing is a skill you will need at any English-speaking school and at work.

## Ergonomics

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Before you type, make sure you are sitting in the right position. Check each of the following. The right body position will increase typing speed and accuracy.

- Adjust the chair to the proper height.
- Relax and square your shoulders.
- Make sure the keyboard is at the right height; it should be level or a little higher than your waist.
- Make sure your back is straight and slightly forward.
- Make sure your forearms and hands form a continuous line.
- Make sure your wrists are straight.
- Make sure your feet are flat on the floor.
- Your eyes should be level with the top edge of the monitor; you should be looking slightly down at the screen so your chin is down.
- Place your fingers in the ready position.



## Exercise A – Home Row Keys

---

**Directions:** For this exercise, start in the ready position and do the following for this exercise and for all exercises.

- ✓ Go slowly. Accuracy is more important than speed. Do not stop. Do not correct.
- ✓ Say each letter as you type it. Leave a space between each letter.
- ✓ Do not look at the keys. Instead, use the guide lines to find home row
- ✓ Repeat each line until every letter is correct. When finished, do the test.

```
f f f f d d d d s s s s a a a a j j j j k k k k l l l l ; ; ; ; ' ' ' ' f f f f j j j j
a a '' s s ; ; d d l l f f k k g g j j a a h h s s '' d d ; ; f f l l g g k k a
f ; j a ' l k s ; a ; s l d k f ' g h f ; j a d ' k s ; a ; s l d k f ' g h f j ' f
```

**Vocabulary:** Practice typing these home-row words.

```
has had as lad's fad add gas hall lag gag fall dad's sad all ad
```

**Test #1:** You have 60 seconds to type the following 60-word passage. Record your wpm score on page 204.

An argument that successfully persuades or informs demonstrates coherence. Coherence means that the argument is clear and logical. A coherent argument demonstrates English language proficiency. Proficiency means skill and knowledge. How can you construct personal-opinion and fact-based arguments that demonstrate coherence? By starting with a clear method of organization. There are two ways to organize an argument: deduction and induction.

## Exercise B – Top Row Keys

**Directions:** For this exercise, follow the same directions as in Exercise A.

q q q q w w w w e e e r r r r t t t y y y u u u u i i i o o o o p p p  
q p w o e i r u t y q p w o e i r u t y q p w o e i r u t y q p w o e i r u t  
t y r u e i w o q p t y r u e i w o q p t y r u e i w o q p t y r u e i w o q  
t q t w t e t r y u y i y o y p y t q t w t e t r y u y i y o y p y t q t w t e

1 2 3 4 5 6 7 8 9 0 t 0 9 8 7 6 5 4 3 2 1 2 3 4 5 6 7 8 9 0 t 1 2 3 4 y  
q 1 w 2 e 3 r 4 t 5 t 6 y 7 I 8 o 9 p 0 q 1 w 2 e 3 r 4 t 5 t 6 u 7 I 8 y  
1 0 2 9 3 8 4 7 5 y 6 1 0 2 9 3 8 4 7 5 y 6 1 0 2 9 3 8 4 7 5 y 6 t y 1  
t e 9 3 5 7 3 w 2 0 3 u 9 3 5 7 3 3 3 5 y e u e e 2 9 1 0 0 9 9 e p e

**Vocabulary:** Practice typing these top-row words and numbers.

it to were up yet trip try wire top owe won prop too quite  
now two pow write tote pop rip tot rot wit witty writ err  
error rye yeti ire ore quit rube roti rete quiet wow trite two  
one rote tie wrote rite route rout riot quote troupe quitter  
weir ire trope twitter eye writer tip pip qwerty equerry  
11 10 19 18 17 76 48 39 29 10 27 31 63 88 40 30 21  
389 228 199 387 394 448 226 385 692 307 281 105 397

**TEST #2:** You have 60 seconds to type the following 60-word passage. Record your wpm score on page 204.

Body paragraph development is important because developing examples is the hardest part of the independent essay. Why is it the hardest part? Because body paragraph development will test your automaticity. Automaticity means your ability to develop ideas quickly and proficiently under a time pressure. Well-developed body paragraphs will demonstrate automaticity, proficiency and coherence. That is what the raters look for.

## Exercise C – Bottom Row Keys

**Directions:** For this exercise, follow the same directions as in Exercise A.

z z z z x x x c c c v v v b b b b n n n n m m m m , , . . ? ? z z z  
b n v m c , x . z ? b n v m c , x . z ? b n v m c , x . z ? b n v m c , x  
b v c x z n m , . ? ? ? b v c x z n m , , , b v c x z n m . . . . ? ?  
v c , n z m c , z ? z c , x n v b z , n m c n x z . . z z c v x b , n b c z

**Test #3:** You have 60 seconds to type the following 60-word passage. Record your wpm score on page 204.

Americans assume that all business cultures are like theirs. Nothing could be further from the truth. For example, many Middle Eastern and Asian cultures prefer to do business face-to-face. Discussing business over tea or while having dinner is an integral part of the business process in these cultures. Such traditions help develop mutual respect and trust between international business partners.

## Exercise D – Shift Keys

**Directions:** For this exercise, follow the same instructions as in Exercise A.

TOEFL iBT ETS CNN ITV ABC Globo CBS RCN XHDF BBC NHK  
Microsoft Mitsubishi Apple Toyota Brahma Budweiser Versace  
Fiat VW BMW Mercedes-Benz Vatican Paris Mecca Sao Paulo  
Bogota Venezuela Beijing Seoul Cairo Tokyo Istanbul Madrid

**Vocabulary:** Practice typing these words.

I My The First Second Third Finally Lastly Personally Generally  
This That There Those These They Therein At In But Yet  
However Nevertheless Nonetheless Indeed Therefore If Hence  
Inasmuch as Furthermore Another Indeed Because Since Albeit

**TEST #4:** You have 60 seconds to type the following 60-word passage. Record your wpm score on page 204.

An argument is the process of presenting an opinion for the purpose of persuading. For TOEFL, this type of argument is called a personal-opinion argument. An argument, however, doesn't always have to persuade. An argument can also inform by presenting facts. For TOEFL, this argument's called a fact-based argument. An argument that successfully persuades or informs demonstrates coherence.

## Exercise E – Back Space Key

The back space key is a function key used to delete letters, words, and spaces. When using the back space key, use your left ring finger or left baby finger.

**Directions:** In the following exercise, each word is spelled incorrectly. Type the word as it appears below, then correct the spelling using the back space key.

TOELF Amerika coffeee Windowz Mississippee Cali4nia thier  
ferst secund lastlee teasis ohpinion arquement esamplez  
furdermore cohearence especial additinally teecher estudent  
Manhattan dohlar Presidente brakefast boredroom aeroplane  
hamberger computa mices unimpossible collectabill steaki heros  
adress beggining expresso enviroment makeing geneology  
Nikeys intresting vaqum writting espelling hight weerd potatoe  
oppurtwonity sentance tounge lazer alot ain't gonna zebra

**TEST #5:** You have 60 seconds to type the following 60-word passage. Record your wpm score on page 204.

If you want high speaking and writing scores, your personal-opinion arguments and your fact-based arguments must demonstrate coherence. Coherence means that the individual parts of your argument are working together proficiently to deliver a clear and logical message. For TOEFL, a coherent argument is a high-scoring argument. A coherent argument demonstrates English language proficiency. Proficiency means skill and knowledge.

The tab key is also a function key. It is used primarily for indenting. When you indent, you move the first sentence of a paragraph in five spaces. An indent signals the beginning of a new paragraph, as the following example illustrates.

**indent**

If you're like me, you love to share music with your friends by downloading it from their computers. This is not stealing music. Hardly. My friends and I are simply sharing songs. In fact, I share music with people all over the world, people I don't know and will never meet. This process is called P2P or peer-to-peer file sharing. Now think: Is sharing something that you love a crime? I don't think so.

**indent**

I really want to stress this point: what I do in the privacy of my home is nobody's business but my own. Period. I don't need the government telling me what I can or can't do with my computer. The United States is a democracy not a dictatorship.

Indenting is a paper-based writing style. For TOEFL, you can indent your essays or you can use block-style. Block-style is an internet-based writing style.

**block**

If you're like me, you love to share music with your friends by downloading it from their computers. This is not stealing music. Hardly. My friends and I are simply sharing songs. In fact, I share music with people all over the world, people I don't know and will never meet. This process is called P2P or peer-to-peer file sharing. Now think: Is sharing something that you love a crime? I don't think so.

**block**

I really want to stress this point: what I do in the privacy of my home is nobody's business but my own. Period. I don't need the government telling me what I can or can't do with my computer. The United States is a democracy not a dictatorship.

## Return Key

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The return key has two functions: to enter information and to advance a line. Every time you hit enter, a line is added to your document, as indicated by the paragraph markers in the example below. To delete a line, hit the back space key as many times as needed.



Paragraph markers (¶) indicate the end of a line. They are invisible and work in the background.

paragraph  
markers

If you're like me, you love to share music with your friends by downloading it from their computers. This is not stealing music. Hardly. My friends and I are simply sharing songs. In fact, I share music with people all over the world, people I don't know and will never meet. This process is called P2P or peer-to-peer file sharing. Now think: Is sharing something that you love a crime? I don't think so.¶

¶  
¶  
¶

I really want to stress this point: what I do in the privacy of my home is nobody's business but my own. Period. I don't need the government telling me what I can or can't do with my computer. The United States is a democracy not a dictatorship.¶

¶



The enter key is also used for entering information. For TOEFL, the information you will enter into the computer, such as answering multiple-choice questions or moving between screen pages, is done primarily with a mouse.

## Extra Exercises

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**Directions:** For this exercise, type all four lines continuously. Go slowly and say each letter as you type it. Remember to return to the ready position after you type each letter.

A q Z s W x M e c F r v g T B h y n j u m k i , l o . ; P ? g H t y b N t y  
t B y n R v u M e c I , w X O . q z p ? t b Y Q r v u m E c i , w x o . q  
6 n 7 b 5 m 8 v 4 , 9 C 3 . 0 x 1 ? 6 n 7 b 5 m 8 v 4 , 9 c 3 . 0 x 1 ?  
G r 9 3 i e A i A 2 c n , S a ; o e o 3 i 7 3 6 7 3 w n Z ? w ? 4 0 a G i

**TEST #6:** You have 60 seconds to type the following 60-word passage. Record your wpm score on page 204.

The American Civil War was fought between the northern and the southern states from 1861 to 1865. A total of 618,000 soldiers died. More soldiers died in the American Civil War than in all of America's wars combined, from the Revolutionary War right on up to the Iraq War. The Civil War started when the South withdrew from the Union.

# Answer Key

## Exercise 1-A (p. 4)

1. b
2. c
3. b
4. a
5. d
6. c
7. d
8. a
9. a
10. b

## Exercise 3-A (p. 10)

1. a
2. d
3. c
4. c
5. a
6. d
7. d
8. b
9. a
10. c

## Exercise 5-A (p. 16)

1. d
2. d
3. b
4. d
5. d
6. a
7. a
8. b
9. d
10. d

## Exercise 1-B (p. 5)

1. astounding
2. species
3. camouflage
4. diurnal
5. prey on
6. accelerates
7. resolute
8. carnivore
9. attained
10. eschews

## Exercise 3-B (p. 11)

1. emancipated
2. fertile
3. exhausting
4. chaotic
5. transformation
6. assiduous
7. undergo
8. reliable
9. prosper
10. agrarian

## Exercise 5-B (p. 17)

1. analogous
2. abundance
3. connotes
4. domestic
5. indeed
6. dissimilar
7. a plethora of
8. a myriad of
9. quite
10. alludes to

## Exercise 2-A (p. 7)

1. a
2. d
3. b
4. b
5. c
6. d
7. b
8. d
9. a
10. d

## Exercise 4-A (p. 13)

1. b
2. a
3. d
4. d
5. d
6. d
7. d
8. a
9. d
10. d

## Review #1 (p. 19)

1. c
2. a
3. b
4. c
5. d
6. d
7. d
8. d
9. a
10. d

## Exercise 2-B (p. 8)

1. thesis
2. coherent
3. distractor
4. Proficiency
5. selective tasks
6. constructive tasks
7. intelligible
8. integral part of
9. holistic
10. rated

## Exercise 4-B (p. 14)

1. trailblazer
2. merge, merged,  
merging
3. fundamental
4. innovative
5. inasmuch as
6. envisaged
7. wary
8. germinated
9. vulnerable
10. versatile

## Exercise 6-A (p. 20)

1. a
2. d
3. d
4. d
5. d
6. c
7. a
8. d
9. d
10. b

**Exercise 6-B** (p. 21)

1. thaw
2. keen
3. harbinger
4. perch
5. inferred
6. offspring
7. precarious
8. quest
9. brood
10. profuse

6. snubbed
7. mercurial
8. hues
9. saturated
10. masterpiece

**Review #2** (p. 35)

1. d
2. d
3. a
4. a
5. a
6. a
7. d
8. a
9. a
10. d

**Exercise 7-A** (p. 23)

1. b
2. d
3. d
4. c
5. a
6. c
7. d
8. c
9. a
10. d

6. c
7. a
8. c
9. b
10. d

**Exercise 11-A** (p. 36)

1. d
2. a
3. a
4. a
5. d
6. c
7. d
8. b
9. b
10. b

**Exercise 7-B** (p. 24)

1. quite the contrary
2. impecunious
3. All in all
4. subsist on
5. to reimburse
6. Suffice it to say
7. benevolent
8. inveterate
9. insinuated
10. judicious

1. criminology
2. archeology
3. Climatology
4. meteorology
5. ology
6. geology
7. discombobulated
8. psychology
9. Sociology
10. anthropology

**Exercise 11-B** (p. 37)

1. drought
2. destitute
3. Precipitation
4. downfall
5. omen
6. render
7. abandon
8. famine
9. arable
10. arid

**Exercise 8-A** (p. 26 )

1. a
2. a
3. b
4. d
5. d
6. d
7. b
8. d
9. c
10. d

6. a
7. b
8. d
9. c
10. d

**Exercise 12-A** (p. 39)

1. c
2. d
3. c
4. b
5. d
6. d
7. b
8. a
9. c
10. d

**Exercise 8-B** (p. 27)

1. posthumously
2. palette
3. unerring
4. towering
5. shimmering

1. contrivances
2. novel
3. opulent
4. environs
5. per capita
6. Spartan
7. dwellings
8. void of
9. inhabit
10. renounced...renounce

**Exercise 12-B** (p. 40)

1. widespread
2. turbulent
3. to repeal
4. unquenchable
5. reigned

## 194 - 500 Words, Phrases, Idioms

- 6. corruption
- 7. notorious
- 8. ruthless
- 9. nefarious
- 10. pervaded

### Exercise 13-A (p. 42)

- 1. d
- 2. a
- 3. b
- 4. d
- 5. d
- 6. b
- 7. d
- 8. c
- 9. b
- 10. a

### Exercise 13-B (p. 43)

- 1. landscape
- 2. sweeps through
- 3. deadliest
- 4. shatter
- 5. Avalanches
- 6. tsunami
- 7. disaster
- 8. tornados
- 9. placid
- 10. hurricane

### Exercise 14-A (p. 45)

- 1. d
- 2. b
- 3. b
- 4. d
- 5. d
- 6. d
- 7. d
- 8. d
- 9. d
- 10. a

### Exercise 14-B (p. 46)

- 1. turn a profit
- 2. target market
- 3. aggregate
- 4. to acquire
- 5. shares...shares
- 6. turn...around
- 7. profited
- 8. conglomerate
- 9. go bankrupt
- 10. to take over

### Exercise 15-A (p. 48)

- 1. d
- 2. d
- 3. a
- 4. d
- 5. c
- 6. d
- 7. d
- 8. a
- 9. b
- 10. d

### Exercise 15-B (p. 49)

- 1. irreplaceable
- 2. quadrupeds
- 3. endangered
- 4. extinct
- 5. primate
- 6. habitat...vanishing
- 7. DNA
- 8. vanished
- 9. herbivore
- 10. primarily

### Review #3 (p. 51)

- 1. a
- 2. a
- 3. d
- 4. b
- 5. b
- 6. b
- 7. b
- 8. d
- 9. d
- 10. c

### Exercise 16-A (p. 52)

- 1. d
- 2. a
- 3. a
- 4. a

### Exercise 16-B (p. 53)

- 5. a
- 6. a
- 7. d
- 8. c
- 9. a
- 10. d
- 1. galaxy
- 2. Black holes
- 3. cosmos
- 4. cataclysmic
- 5. dinosaurs

- 6. orbiting
- 7. wiping out
- 8. asteroids
- 9. meteor
- 10. comet

### Exercise 17-A (p. 55)

- 1. d
- 2. d
- 3. d
- 4. d
- 5. d
- 6. d
- 7. d
- 8. d
- 9. d
- 10. d

### Exercise 17-B (p. 56)

- 1. ravenous
- 2. diligent
- 3. miraculous
- 4. copious
- 5. Ous
- 6. comestibles
- 7. On top of that
- 8. punctilious
- 9. superfluous
- 10. ludicrous

### Exercise 18-A (p. 58)

- 1. d
- 2. a
- 3. d
- 4. a
- 5. d
- 6. c
- 7. d
- 8. d
- 9. c
- 10. d

### Exercise 18-B (p. 59)

- 1. Chloroplast
- 2. unique
- 3. atmosphere
- 4. to capture
- 5. to convert
- 6. photosynthesis
- 7. whereby
- 8. organisms
- 9. to absorb
- 10. molecule

**Exercise 19-A** (p. 61)

1. d
2. b
3. c
4. a
5. c
6. d
7. d
8. c
9. d
10. a

**Exercise 19-B** (p. 62)

1. anathema
2. antipathy
3. abolitionist
4. proposition
5. immoral/anathema
6. labeled
7. precipitated
8. secession
9. ceased
10. enflamed...antipathy

**Exercise 20-A** (p. 64)

1. a
2. b
3. d
4. a
5. b
6. d
7. a
8. d
9. d
10. c

**Exercise 20-B** (p. 65)

1. exchange
2. devastating
3. indigenous
4. monumental
5. launches
6. flourishing
7. heretofore
8. hence...monumental
9. immunity
10. era

**Review #4** (p. 67)

1. d
2. d
3. a
4. d
5. c

6. c  
7. d

8. c  
9. d

10. a

**Exercise 21-A** (p. 68)

1. d
2. d
3. d
4. d
5. d

6. d  
7. a

8. d  
9. d

10. d

**Exercise 21-B** (p. 69)

1. benefits
2. Catch-22
3. It goes without saying
4. pulled the plug
5. perplexed
6. dropped out of
7. persisting with
8. countered
9. quandary
10. enumerated

**Exercise 22-A** (p. 71)

1. c
2. d
3. b
4. d
5. c
6. c
7. d

8. b

9. a

10. a

**Exercise 22-B** (p. 72)

1. blown away
2. killed two birds with one stone
3. overwhelmed
4. painstaking
5. loaded
6. significant other
7. walking on air
8. gratis
9. pulled through with flying colors
10. The icing on the cake

**Exercise 23-A** (p. 74)

1. d
2. c
3. d
4. b
5. d
6. d
7. c
8. b
9. b
10. d

**Exercise 23-B** (p. 75)

1. misgivings
2. truly
3. regard
4. to overcome
5. esteemed
6. takes the bull by the horns
7. to pack it in
8. cherished
9. there and then
10. feel like a fish out of water

**Exercise 24-A** (p. 77)

1. b
2. d
3. d
4. b
5. c
6. d
7. a
8. d
9. a
10. d

**Exercise 24-B** (p. 78)

1. tion
2. address
3. the \$64,000.00 question
4. reincarnation
5. contemplation
6. manifestation
7. disintegration
8. expiration
9. transfiguration
10. figment

## 196 - 500 Words, Phrases, Idioms

### **Exercise 25-A** (p. 80)

1. a
2. d
3. c
4. a
5. a
6. a
7. c
8. d
9. d
10. c

3. stipulated
4. remedy
5. got wind of the fact  
that
6. recourse
7. apoplectic...got wind of  
the fact that
8. jurisdiction
9. negligent
10. Suing/To sue

9. infectious
10. originated in

### **Exercise 29-A** (p. 93)

1. d
2. a
3. b
4. b
5. d
6. b
7. c
8. d
9. d
10. a

### **Exercise 25-B** (p. 81)

1. The early bird gets the worm
2. espouses
3. resilient
4. without a doubt
5. the captain of her own ship
6. has her ducks in a row
7. climbing the corporate ladder
8. black and white
9. adage
10. indefatigable

### **Exercise 27-A** (p. 87)

1. c
2. b
3. a
4. a
5. d
6. d
7. d
8. a
9. b
10. a

### **Exercise 29-B** (p. 94)

1. Symbol
2. owing to the fact that
3. susceptible
4. behemoth
5. tragic
6. doomed
7. indomitable
8. frigid
9. coalesce
10. perished

### **Review #5** (p. 83)

1. d
2. d
3. c
4. d
5. d
6. d
7. a
8. d
9. c
10. c

### **Exercise 27-B** (p. 88)

1. ism
2. genius
3. affordable
4. Essentially  
seminal
5. seminal
6. mass production
7. mass consumption
8. assembly line
9. substantially
10. mechanized

### **Exercise 30-A** (p. 96)

1. a
2. d
3. c
4. d
5. a
6. b
7. b
8. d
9. d
10. a

### **Exercise 26-A** (p. 84)

1. d
2. c
3. a
4. c
5. b
6. a
7. d
8. d
9. a
10. d

### **Exercise 28-A** (p. 90)

1. a
2. b
3. d

### **Exercise 30-B** (p. 97)

1. taken root
2. crucibles
3. founder
4. arguably
5. garages
6. genesis
7. inventiveness
8. incorporate
9. Moreover
10. iconic

### **Exercise 26-B** (p. 85)

1. contract
2. breached

### **Exercise 28-B** (p. 91)

1. poultry
2. Pandemic
3. virulent
4. epidemic...pandemic
5. fatigued
6. strains
7. symptoms
8. transmitted

### **Review #6** (p. 99)

1. a
2. b

3. a
4. d
5. d
6. d
7. a
8. d
9. a
10. d

**Exercise 31-A** (p. 100)

1. d
2. c
3. c
4. d
5. c
6. a
7. d
8. d
9. a
10. a

**Exercise 31-B** (p. 101)

1. none more so than
2. frontier
3. quintessential
4. self-reliant
5. archetypal
6. sublime
7. Rugged
8. herd
9. jack-of-all-trades
10. savaged

**Exercise 32-A** (p. 103)

1. d
2. c
3. b
4. d
5. a
6. b
7. a
8. d
9. b
10. c

**Exercise 32-B** (p. 104)

1. pod
2. life span
3. orcas
4. apex predator
5. Contrary to popular belief
6. matrilineal
7. resident
8. appellation

9. transient
10. stocky

**Exercise 33-A** (p. 106)

1. a
2. d
3. d
4. d
5. a
6. a
7. b
8. a
9. c
10. d

**Exercise 33-B** (p. 107)

1. assassinated
2. venerates
3. ratify
4. Absolute
5. confounded
6. apace
7. saint
8. archbishop
9. tyrannical
10. martyr

**Exercise 34-A** (p. 109)

1. a
2. c
3. a
4. b
5. d
6. b
7. d
8. d
9. a
10. c

**Exercise 34-B** (p. 110)

1. came with the territory
2. push the envelope
3. R & R
4. conviction
5. put her nose to the grindstone
6. burning the candle at both ends
7. aced
8. kicks back
9. to keep his eye on the prize
10. give....your best shot

**Exercise 35-A** (p. 112)

1. a
2. d
3. d
4. b
5. a
6. c
7. c
8. d
9. d
10. c

**Exercise 35-B** (p. 113)

1. ic
2. diehard
3. romantic
4. pragmatic
5. his feet on the ground
6. very much the
7. had their heads in the clouds
8. cynic
9. what one would call
10. enigmatic

**Review #7** (p. 115)

1. d
2. b
3. d
4. a
5. d
6. a
7. b
8. a
9. d
10. c

**Exercise 36-A** (p. 116)

1. d
2. a
3. a
4. d
5. d
6. a
7. d
8. d
9. a
10. b

**Exercise 36-B** (p. 117)

1. parasitic
2. advent of... advent of
3. emblematic
4. boom

## 198 - 500 Words, Phrases, Idioms

- 5. wayward
- 6. wholesale
- 7. brazen
- 8. malefactions
- 9. concurrent with
- 10. specious

### Exercise 37-A (p. 119)

- 1. a
- 2. d
- 3. a
- 4. c
- 5. d
- 6. d
- 7. a
- 8. b
- 9. d
- 10. d

### Exercise 37-B (p. 120)

- 1. double-edged sword
- 2. produce...organic
- 3. pesticides
- 4. purports
- 5. organic
- 6. cost an arm and a leg
- 7. trendy
- 8. taken her place in the spotlight
- 9. unadulterated
- 10. Nevertheless

### Exercise 38-A (p. 122)

- 1. a
- 2. b
- 3. a
- 4. d
- 5. a
- 6. a
- 7. d
- 8. c
- 9. d
- 10. d

### Exercise 38-B (p. 123)

- 1. wounded
- 2. bite the bullet
- 3. germs
- 4. evolved
- 5. primitive
- 6. surgery
- 7. amputation
- 8. rampant
- 9. antiseptic
- 10. anesthetic

### Exercise 39-A (p. 125)

- 1. d
- 2. b
- 3. d
- 4. d
- 5. d
- 6. a
- 7. b
- 8. a
- 9. b
- 10. d

### Exercise 39-B (p. 126)

- 1. persnickety
- 2. bent out of shape
- 3. ascertained
- 4. sort
- 5. infringements
- 6. multitude
- 7. accumulate
- 8. crossed the Rubicon
- 9. Neanderthal
- 10. transgression

### Exercise 40-A (p. 128)

- 1. a
- 2. d
- 3. b
- 4. d
- 5. c
- 6. d
- 7. a
- 8. d
- 9. d
- 10. d

### Exercise 40-B (p. 129)

- 1. immunity
- 2. nausea
- 3. fever
- 4. Mosquitoes
- 5. tropical
- 6. ensure
- 7. toxic
- 8. jaundiced
- 9. viruses
- 10. incubation

### Review #8 (p. 131)

- 1. d
- 2. d
- 3. a
- 4. a
- 5. d

- 6. d
- 7. d
- 8. a
- 9. b
- 10. b

### Exercise 41-A (p. 132)

- 1. b
- 2. a
- 3. b
- 4. c
- 5. d
- 6. d
- 7. a
- 8. d
- 9. d
- 10. d

### Exercise 41-B (p. 133)

- 1. feral
- 2. litter
- 3. invasive
- 4. propensity... sustenance
- 5. hybrid
- 6. sustenance
- 7. deemed
- 8. cross
- 9. prodigious
- 10. harbored

### Exercise 42-A (p. 135)

- 1. d
- 2. a
- 3. d
- 4. a
- 5. d
- 6. a
- 7. d
- 8. d
- 9. a
- 10. b

### Exercise 42-B (p. 136)

- 1. elements
- 2. evaporate
- 3. hydrosphere
- 4. combust
- 5. decay
- 6. geosphere
- 7. pedosphere
- 8. eruption
- 9. Respiration
- 10. biosphere

**Exercise 43-A** (p. 138)

1. a
2. d
3. a
4. d
5. b
6. b
7. c
8. c
9. d
10. c

**Exercise 43-B** (p. 139)

1. post...War, post...War
2. chef
3. passion
4. gourmands
5. culinary
6. despises
7. chagrin
8. accomplished
9. Case in point
10. ground-breaking

**Exercise 44-A** (p. 141)

1. a
2. d
3. b
4. d
5. b
6. d
7. a
8. b
9. d
10. d

**Exercise 44-B** (p. 142)

1. countenance
2. obtuse
3. diffident
4. albeit
5. ebullient
6. nailed
7. inscrutable
8. disconcerted
9. insurmountable...  
inscrutable....or  
inscrutable...  
insurmountable
10. conundrum

**Exercise 45-A** (p. 144)

1. b
2. c

3. d
4. d
5. d
6. c
7. a
8. b
9. c
10. d

**Exercise 45-B** (p. 145)

1. entrepreneur
2. all manner of
3. infamous
4. expand her horizons
5. budding
6. rake in
7. Take no prisoners
8. peddle
9. widget
10. resurrect

**Review #9** (p. 147)

1. b
2. d
3. d
4. d
5. c
6. d
7. a
8. b
9. b
10. b

**Exercise 46-A** (p. 148)

1. a
2. c
3. d
4. d
5. d
6. c
7. a
8. d
9. a
10. d

**Exercise 46-B** (p. 149)

1. employing
2. Stigmata
3. datum
4. Bacteria
5. peruse
6. dealt with
7. memoranda
8. criteria
9. salient
10. as in

**Exercise 47-A** (p. 151)

1. c
2. d
3. c
4. d
5. c
6. d
7. c
8. d
9. a
10. b

**Exercise 47-B** (p. 152)

1. hand in
2. mince words
3. ersatz
4. boon
5. epiphany
6. expediency
7. expunge
8. disingenuous
9. bevy of
10. endemic

**Exercise 48-A** (p. 154)

1. d
2. b
3. b
4. b
5. d
6. d
7. a
8. c
9. c
10. b

**Exercise 48-B** (p. 155)

1. zenith
2. resplendent
3. Impugning
4. harangue
5. epitome
6. impervious
7. equanimity
8. zenith...placate
9. laissez-faire
10. Rancor

**Exercise 49-A** (p. 157)

1. b
2. c
3. a
4. c
5. c
6. c

## 200 - 500 Words, Phrases, Idioms

7. d  
8. b  
9. b  
10. d

### **Exercise 49-B** (p. 158)

1. target  
2. patrol  
3. voracious  
4. adaptable  
5. murky  
6. attribute..to  
7. unpredictable  
8. testosterone  
9. fatalities  
10. territorial

### **Exercise 50-A** (p. 160)

1. d  
2. b  
3. c  
4. c  
5. d  
6. d  
7. d  
8. b  
9. b  
10. d

### **Exercise 50-B** (p. 161)

1. aficionado  
2. jargon  
3. grasping  
4. Grasping vernacular  
5. gang  
6. code  
7. invention  
8. clear the air  
9. excised  
10. excluding code

### **Review #10** (p. 163)

1. d  
2. d  
3. c  
4. d  
5. d  
6. d  
7. b  
8. b  
9. d  
10. a

### **Extra Practice - A** (p. 164)

1. d  
2. b  
3. d  
4. c  
5. d

6. a  
7. a  
8. c  
9. b  
10. d  
11. d  
12. b  
13. b  
14. a  
15. c  
16. a  
17. d  
18. b

### **Extra Practice - B** (p. 167)

1. pay homage to  
2. tackle/prioritize  
3. visited upon  
4. migrate  
5. runs a tight ship  
6. breaks...down...tackle  
7. prioritizing  
8. the blues  
9. dog days  
10. potential  
11. unfailingly  
12. as lazy as a dog  
13. highly  
14. underachiever  
15. a real dog  
16. Puppy love  
17. influenced  
18. unsung  
19. the hair of the dog  
20. Against all odds  
21. lethargic  
22. spawned

# Scores

Diagnostic			
Typing Test	/ 60 wpm	Exercise 7-A	/ 10
		Exercise 7-B	/ 10
Exercise 1-A	/ 10	Exercise 7-C	/ 10
Exercise 1-B	/ 10	Exercise 7-D	/ 60 wpm
Exercise 1-C	/ 10		
Exercise 1-D	/ 60 wpm	Exercise 8-A	/ 10
		Exercise 8-B	/ 10
Exercise 2-A	/ 10	Exercise 8-C	/ 10
Exercise 2-B	/ 10	Exercise 8-D	/ 60 wpm
Exercise 2-C	/ 10		
Exercise 2-D	/ 60 wpm	Exercise 9-A	/ 10
		Exercise 9-B	/ 10
Exercise 3-A	/ 10	Exercise 9-C	/ 10
Exercise 3-B	/ 10	Exercise 9-D	/ 60 wpm
Exercise 3-C	/ 10		
Exercise 3-D	/ 60 wpm	Exercise 10-A	/ 10
		Exercise 10-B	/ 10
Exercise 4-A	/ 10	Exercise 10-C	/ 10
Exercise 4-B	/ 10	Exercise 10-D	/ 60 wpm
Exercise 4-C	/ 10		
Exercise 4-D	/ 60 wpm	<b>Review #2</b>	/ 10
Exercise 5-A	/ 10	Exercise 11-A	/ 10
Exercise 5-B	/ 10	Exercise 11-B	/ 10
Exercise 5-C	/ 10	Exercise 11-C	/ 10
Exercise 5-D	/ 60 wpm	Exercise 11-D	/ 60 wpm
<b>Review #1</b>	/ 10	Exercise 12-A	/ 10
		Exercise 12-B	/ 10
Exercise 6-A	/ 10	Exercise 12-C	/ 10
Exercise 6-B	/ 10	Exercise 12-D	/ 60 wpm
Exercise 6-C	/ 10		
Exercise 6-D	/ 60 wpm	Exercise 13-A	/ 10
		Exercise 13-B	/ 10
		Exercise 13-C	/ 10
		Exercise 13-D	/ 60 wpm

## 202 - 500 Words, Phrases, Idioms

Exercise 14-A	/ 10	Exercise 21-A	/ 10
Exercise 14-B	/ 10	Exercise 21-B	/ 10
Exercise 14-C	/ 10	Exercise 21-C	/ 10
Exercise 14-D	/ 60 wpm	Exercise 21-D	/ 60 wpm
Exercise 15-A	/ 10	Exercise 22-A	/ 10
Exercise 15-B	/ 10	Exercise 22-B	/ 10
Exercise 15-C	/ 10	Exercise 22-C	/ 10
Exercise 15-D	/ 60 wpm	Exercise 22-D	/ 60 wpm
<b>Review #3</b>	/ 10	Exercise 23-A	/ 10
Exercise 16-A	/ 10	Exercise 23-B	/ 10
Exercise 16-B	/ 10	Exercise 23-C	/ 10
Exercise 16-C	/ 10	Exercise 23-D	/ 60 wpm
Exercise 16-D	/ 60 wpm	Exercise 24-A	/ 10
Exercise 17-A	/ 10	Exercise 24-B	/ 10
Exercise 17-B	/ 10	Exercise 24-C	/ 10
Exercise 17-C	/ 10	Exercise 24-D	/ 60 wpm
Exercise 17-D	/ 60 wpm	Exercise 25-A	/ 10
Exercise 18-A	/ 10	Exercise 25-B	/ 10
Exercise 18-B	/ 10	Exercise 25-C	/ 10
Exercise 18-C	/ 10	Exercise 25-D	/ 60 wpm
Exercise 18-D	/ 60 wpm	<b>Review #5</b>	/ 10
Exercise 19-A	/ 10	Exercise 26-A	/ 10
Exercise 19-B	/ 10	Exercise 26-B	/ 10
Exercise 19-C	/ 10	Exercise 26-C	/ 10
Exercise 19-D	/ 60 wpm	Exercise 26-D	/ 60 wpm
Exercise 20-A	/ 10	Exercise 27-A	/ 10
Exercise 20-B	/ 10	Exercise 27-B	/ 10
Exercise 20-C	/ 10	Exercise 27-C	/ 10
Exercise 20-D	/ 60 wpm	Exercise 27-D	/ 60 wpm
<b>Review #4</b>	/ 10		

Exercise 28-A	/ 10	<b>Review #7</b>	/ 10
Exercise 28-B	/ 10	Exercise 36-A	/ 10
Exercise 28-C	/ 10	Exercise 36-B	/ 10
Exercise 28-D	/ 60 wpm	Exercise 36-C	/ 10
Exercise 29-A	/ 10	Exercise 36-D	/ 60 wpm
Exercise 29-B	/ 10	Exercise 37-A	/ 10
Exercise 29-C	/ 10	Exercise 37-B	/ 10
Exercise 29-D	/ 60 wpm	Exercise 37-C	/ 10
Exercise 30-A	/ 10	Exercise 37-D	/ 60 wpm
Exercise 30-B	/ 10	Exercise 38-A	/ 10
Exercise 30-C	/ 10	Exercise 38-B	/ 10
Exercise 30-D	/ 60 wpm	Exercise 38-C	/ 10
<b>Review #6</b>	/ 10	Exercise 38-D	/ 60 wpm
Exercise 31-A	/ 10	Exercise 39-A	/ 10
Exercise 31-B	/ 10	Exercise 39-B	/ 10
Exercise 31-C	/ 10	Exercise 39-C	/ 10
Exercise 31-D	/ 60 wpm	Exercise 39-D	/ 60 wpm
Exercise 32-A	/ 10	Exercise 40-A	/ 10
Exercise 32-B	/ 10	Exercise 40-B	/ 10
Exercise 32-C	/ 10	Exercise 40-C	/ 10
Exercise 32-D	/ 60 wpm	Exercise 40-D	/ 60 wpm
Exercise 33-A	/ 10	<b>Review #8</b>	/ 10
Exercise 33-B	/ 10	Exercise 41-A	/ 10
Exercise 33-C	/ 10	Exercise 41-B	/ 10
Exercise 33-D	/ 60 wpm	Exercise 41-C	/ 10
Exercise 34-A	/ 10	Exercise 41-D	/ 60 wpm
Exercise 34-B	/ 10	Exercise 42-A	/ 10
Exercise 34-C	/ 10	Exercise 42-B	/ 10
Exercise 34-D	/ 60 wpm	Exercise 42-C	/ 10
Exercise 35-A	/ 10	Exercise 42-D	/ 60 wpm
Exercise 35-B	/ 10		
Exercise 35-C	/ 10		
Exercise 35-D	/ 60 wpm		

## 204 - 500 Words, Phrases, Idioms

Exercise 43-A	/ 10	Exercise 50-A	/ 10
Exercise 43-B	/ 10	Exercise 50-B	/ 10
Exercise 43-C	/ 10	Exercise 50-C	/ 10
Exercise 43-D	/ 60 wpm	Exercise 50-D	/ 60 wpm
Exercise 44-A	/ 10	<b>Review #10</b>	/ 10
Exercise 44-B	/ 10		
Exercise 44-C	/ 10	Extra Practice-A	/ 30
Exercise 44-D	/ 60 wpm	Extra Practice-B	/ 30
Exercise 45-A	/ 10	Extra Practice-C	/ 60 wpm
Exercise 45-B	/ 10		/ 60 wpm
Exercise 45-C	/ 10		/ 60 wpm
Exercise 45-D	/ 60 wpm		
<b>Review #9</b>	/ 10	<b>Typing Tests</b>	
Exercise 46-A	/ 10	Test #1	/ 60
Exercise 46-B	/ 10	Test #2	/ 60
Exercise 46-C	/ 10	Test #3	/ 60
Exercise 46-D	/ 60 wpm	Test #4	/ 60
Exercise 47-A	/ 10	Test #5	/ 60
Exercise 47-B	/ 10	Test #6	/ 60
Exercise 47-C	/ 10		
Exercise 47-D	/ 60 wpm		
Exercise 48-A	/ 10		
Exercise 48-B	/ 10		
Exercise 48-C	/ 10		
Exercise 48-D	/ 60 wpm		
Exercise 49-A	/ 10		
Exercise 49-B	/ 10		
Exercise 49-C	/ 10		
Exercise 49-D	/ 60 wpm		

## Bonus Material

### Arguments and the TOEFL iBT

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The TOEFL iBT consists of four test sections: reading, listening, speaking and writing. Because the reading and listening questions are all multiple-choice questions, they are called selective tasks. In contrast, the speaking and writing tasks are called constructive tasks. For TOEFL, to construct means to develop and deliver. What do you have to develop and deliver on test day? Six verbal arguments and two written arguments.

Why does ETS use arguments to test your ability to speak and write academic English? Because at an English-speaking university, you will construct personal-opinion arguments, both verbally (independent speaking tasks #1 and #2) and in writing (independent writing task). You will also listen to and summarize lectures. Lectures are fact-based arguments (integrated writing task; integrated speaking task #4 and #6). You will also read and summarize fact-based arguments (integrated writing task; integrated speaking tasks #4 and #6).

As you can see, ETS uses arguments to test your ability to speak and write English academically. Therefore, to get high speaking and writing scores on the TOEFL iBT, *you must know how to construct and summarize both personal-opinion and fact-based arguments, quickly and proficiently*. You can do so using the strategy called argument mapping. Argument mapping begins with a review of basic argument development.

### What is an argument?

---

An argument is the process of presenting an opinion for the purpose of persuading an audience. For TOEFL, this type of argument is called a personal-opinion argument. An argument, however, does not always have to persuade. An argument can also inform by presenting facts. For TOEFL, this type of argument is called a fact-based argument. An argument that successfully persuades or informs demonstrates coherence. Coherence means that the argument is clear and logical. For TOEFL, a coherent argument is a high-scoring argument. A coherent argument demonstrates English language proficiency. Proficiency means skill and knowledge. How can you quickly and proficiently construct both personal-opinion and fact-based arguments that demonstrate coherence? By starting with a clear method of organization. There are two ways to organize an argument: deduction and induction. Let's start with the personal-opinion argument and deduction.

## Personal-Opinion Argument: Deduction

Read the following dialogue.

Jane: Hi, Mary. How was California?

Mary: California was the best trip ever. I learned how to surf at Malibu. At first, I kept falling off, but I kept trying and soon I could do it. It was great. And the sights.

Jane: Tell me.

Mary: I visited Hollywood first, Disneyland next, and Catalina Island last. There is so much to see and do. I was exhausted. Did I tell you about Jack?

Jane: Jack?

Mary: I met him at Venice Beach. He's a movie producer. He's so handsome. As a matter of fact, we're having dinner tonight. Tomorrow, we're flying back to L.A. to get married!

Jane: Sounds like you had a good time.

Mary: I had a fabulous time.

This is just an everyday conversation, right? Right. It is also a personal-opinion argument. How do we know it is a personal-opinion argument? We know because Mary starts her argument by stating her opinion about California. An opinion is also called a general statement.

Mary: California was the best trip ever = opinion (general statement)

Next, Mary supports her opinion with three examples. Examples are also called supporting illustrations. Notice how each supporting illustration develops a reason why "California was the best trip ever."

**example #1** I learned how to surf at Malibu. At first, I kept falling off, but I kept trying and soon I could do it. It was great.

**example #2** And the sights. I visited Hollywood first, Disneyland next, and Catalina Island last. There is so much to see and do. I was exhausted.

**example #3** Did I tell you about Jack? I met him at Venice Beach. He's a movie producer. He's so handsome. As a matter of fact, we're having dinner tonight. Tomorrow, we're flying back to L.A. to get married!

Finally, Mary makes a conclusion based on her opinion and her examples.

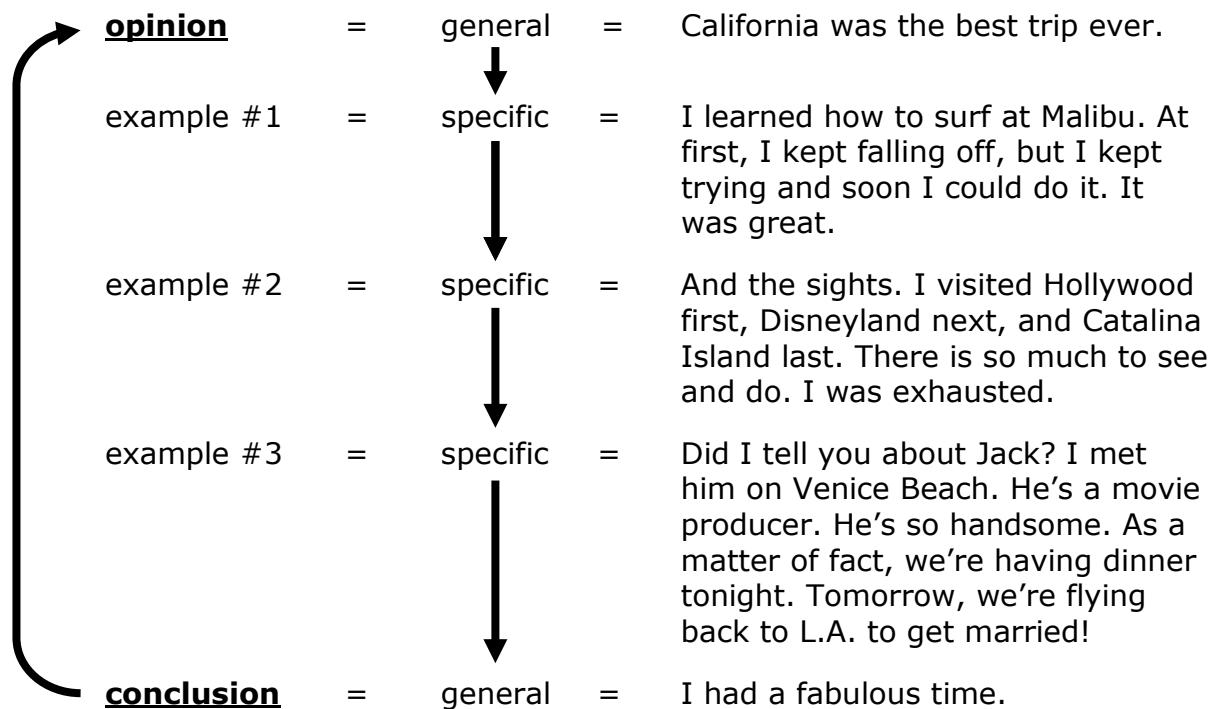
Mary: I had a fabulous time = conclusion

Where did Mary have "a fabulous time"? In California, of course.



When you make a conclusion based on your opinion and your supporting examples, you are using deduction as a method of organization.

By mapping out Mary's dialogue, we can see how she uses deduction as a method of organizing her personal-opinion argument. Note how the opinion is called general. Notice also how the examples are called specific.



Notice how Mary's **conclusion** confirms her **opinion** and takes us right back to the start. The speaking and writing raters will look for this closed or formal structure. Why? Because it shows that you are using deduction as a method of organizing your personal-opinion argument, be it written or verbal.

By adding **transitions** (connecting words), we can change Mary's verbal personal-opinion argument into a written personal-opinion argument.

California was the best trip ever.

**For example,** I learned how to surf at Malibu. At first, I kept falling off, but I kept trying and soon I could do it. It was great.

**And the sights.** I visited Hollywood first, Disneyland next, and Catalina Island last. There is so much to see and do. I was exhausted.

**Also,** did I tell you about Jack? I met him at Venice Beach. He's a movie producer. He's so handsome. As a matter of fact, we're having dinner tonight. Tomorrow, we're flying back to L.A. to get married!

**In conclusion,** I had a fabulous time.

TOEFL calls this written personal-opinion argument an independent essay. Yes, this independent essay is short and simple; nevertheless, it demonstrates coherence. Why? Because it starts with a clear method of organization in which Mary states her opinion about California, supports it with examples and reasons, then makes a conclusion based on her opinion and examples. Mary's argument also demonstrates a variety of rhetorical strategies.

## Rhetorical Strategies

---

Rhetorical strategies are tools. A carpenter uses a hammer to build a house. A painter uses a brush to paint a landscape. Speakers and writers use rhetorical strategies to develop arguments. For TOEFL, you need to learn the following eight rhetorical strategies: narration, process, description, illustration, compare-and-contrast, cause-and-effect, definition, classification.

### 1. Narration

Narration describes the passing of time. When we arrange events according to time, we put them in chronological or time order, for example:

- a. Yesterday, Ann got up at seven o'clock and took a shower. After that she had breakfast, then rode the bus to work. When she got to work, she checked her email, then discussed the new business plan with her boss.

- b. Every Friday after class, Ellen goes to the gym and does yoga for three hours. When she is finished, she goes shopping, then takes the bus home.

## **2. Process**

Process means putting events in sequential or step-by-step order. In the following examples, notice how each step-by-step process also describes the passing of time.

- a. When making tea, first boil water. Next, put a tea bag into a cup. When the water is boiling, pour the water into the cup. Finally, add milk and sugar as you prefer.
- b. *Titanic* hit an iceberg, broke in two, then sank.

## **3. Description**

Description creates pictures of people, places and things using adjectives and adverbs. Description appeals to the senses: smell, sight, taste, hearing and touch.

- a. Alexander, the keyboard player in the band, is wearing a black leather jacket, faded jeans and red cowboy boots.
- b. The old man lived alone in an old house high on a rugged cliff overlooking a stormy sea.

## **4. Illustration**

Illustration means example or supporting illustration, for example:

- a. There are many places to go for a honeymoon. For example, many newlyweds go to Hawaii.
- b. When you visit Manhattan, I suggest you visit Times Square and Central Park.

## **5. Compare-and-Contrast**

Compare-and-contrast describes the differences and similarities between two or more objects, people or ideas. Compare-and-contrast also describes differences in opinion, for example:

- a. Raquel tried the apple pie and decided the cherry pie was sweeter.
- b. Ivan believes that all high school students should wear school uniforms; however, Paula believes that students should have the right to choose what they want to wear.

## 6. **Cause-and-Effect**

Cause-and-effect means action and result. We use cause-and-effect to describe an action and the results, or consequences, of that action, for example:

- a. Mohammed studied hard and got a high TOEFL score.
- b. Global warming is melting the ice at the North Pole.

## 7. **Definition**

A definition is a detailed description of a person, place, object or idea. The purpose of a definition is to give meaning, for example:

- a. The dodo was a flightless bird native to New Zealand.
- b. TOEFL is an English language proficiency test developed and implemented by Educational Testing Services (ETS) located in Princeton, New Jersey.

## 8. **Classification**

To classify means to put people, things or ideas into sub groups under a main topic, for example:

- a. There are three kinds of wine: red, white and rosé.
  - b. TOEFL, TOEIC and IELTS are English language proficiency tests.
- 

Now go back to Mary's argument. Look at the rhetorical strategies she uses to develop her examples. These, in turn, support her opinion and conclusion.

**illustration**

places to visit: Malibu Beach, Hollywood, Disneyland, Catalina Island, Venice Beach.

things to do: surfing, sightseeing, meeting guys (Jack).

**description**

surfing at Malibu: "It was great."

after sightseeing: "I was exhausted."

Jack: "He's so handsome."

Jack: "He's a movie producer."

**process**

surfing: "At first, I kept falling off, but I kept trying and soon I could do it."

sightseeing: I visited Hollywood first, Disneyland next, and Catalina Island last.

**cause-effect**

surfing: "At first, I kept falling off (effect), but I kept trying (cause) and soon I could do it (effect)."

Jack: "I met him at Venice Beach." Go to Venice Beach and meet Jack (cause), fall in love (effect) and get married (cause).

Mary: She goes to California (cause) and her life changes completely (effect).

Jack: He visits Venice Beach (cause) and his life changes too (effect).

## Personal-Opinion Argument: *Induction*

Induction is another way to organize a verbal or written personal-opinion argument. Look at the following examples. Notice how the deductive response begins with an opinion. In contrast, the inductive response develops three examples first, then ends with a conclusion (opinion) based on the examples.

### Deduction

California was the best trip ever.

I learned how to surf at Malibu. At first, I kept falling off, but I kept trying and soon I could do it. It was great.

And the sights. I visited Hollywood first, Disneyland next, and Catalina Island last. There is so much to see and do. I was exhausted.

Did I tell you about Jack? I met him on Venice Beach. He's a movie producer. He's so handsome. As a matter of fact, we're having dinner tonight. Tomorrow, we're flying back to L.A. to get married!

I had a fabulous time.

### Induction

When I was in California, I learned how to surf at Malibu. At first, I kept falling off, but I kept trying, and soon I could do it. It was great.

And the sights. I visited Hollywood first, Disneyland next, and Catalina Island last. There is so much to see and do. I was exhausted.

Did I tell you about Jack? I met him at Venice Beach. He's a movie producer. He's so handsome. As a matter of fact, we're having dinner tonight. Tomorrow, we're flying back to L.A. to get married!

I had a fabulous time in California.



When you start a personal-opinion argument with examples—then make a conclusion based on your examples—you are using induction as the method of organizing your argument.

## Developing Your Opinion

---

The most important part of your personal-opinion argument is your opinion. An opinion is also called a thesis.

**Q**

*Is my opinion also the main topic?*

**A**

*No. Look at the two sentences below.*

**A.**

I think California was the best trip ever.

**B.**

I think California was the worst trip ever.

In sentence A, the test-taker will write (or speak) about California. California, therefore, is the main topic (also called the main idea or main subject). The test-taker's opinion is "...was the best trip ever." In sentence B, the test-taker will also write (or speak) about California. California is the main topic once again. However, the test-taker's opinion is "...was the worst trip ever." As you can see, the main topic (California) is the same in both sentences; however, each sentence expresses a different opinion about California (best trip v. worst trip).

**Q**

*How do I know if a sentence is an opinion or not?*

**A**

*By asking these five questions.*

**1.**

Is it a complete sentence?

**2.**

Is it arguable?

**3.**

Is it supportable?

**4.**

Is it a question or not?

**5.**

Does it express one idea?

Mary said, "California was the best trip ever." That's her opinion. But how do we know it is an opinion without guessing? By asking the five questions.

**1. Is it a complete sentence?**

Yes. The sentence "California was the best trip ever" is grammatically complete with a clear subject and verb tense.

**2. Is it arguable?**

Yes. Mary has obviously considered her other vacations and concluded that California was the best compared to the rest. Where were her other vacations? We do not know. They are implied.

**3. Is it supportable?**

Yes. Mary supports her opinion with three examples: 1) learning how to surf at Malibu; 2) going sightseeing; 3) meeting Jack.

**4. Is it a question or not?**

Mary's opinion is not a question. An opinion is never a question.

**5. Does it express one idea?**

Yes. Mary focuses on one main idea: having a fantastic time in California.

Based on the five questions, is the sentence "California was the best trip ever" an opinion? Yes.

## **What is not an opinion?**

---

You now know what an opinion is, and how to identify one. So what is not an opinion? Follow these four rules.

**1. An opinion is not a statement of fact.**

a. *California is a big state.*

This is not an opinion. This is a fact. It is not arguable.

- b. *Californian red wine is the best in the world.*

This is an opinion. It is a complete sentence, arguable, supportable, not a question, and expresses one idea.

**2. An opinion is not a question.**

- a. *Is global warming a problem?*

This is not an opinion. This is a question.

- b. *Global warming threatens the future of the planet.*

This is an opinion. It is a complete sentence, arguable, supportable, not a question, and expresses one idea.

**3. An opinion is not a fragment.**

- a. *Paris: a great city.*

This is not an opinion. It is not a complete sentence. It is a fragment. It is missing the verb "is."

- b. *Without a doubt, Paris is the greatest city in the world.*

This is an opinion. It is a complete sentence, arguable, supportable, not a question, and expresses one idea.

**4. An opinion does not simply announce the topic you will argue.**

- a. *In this essay, I will talk about the problem of teenagers drinking and driving in my country.*

This is not an opinion. This test-taker is simply announcing (telling the reader) what he/she will write/speak about.

- b. *Personally, I think that teenagers must finish high school before they can get a driver's license.*

This is an opinion. It is a complete sentence, arguable, supportable, not a question, and expresses one idea.

## Fact-Based Argument: *Deduction*

---

For TOEFL, you must also construct fact-based verbal and written arguments. A fact-based argument does not state a personal opinion. Instead, a fact-based argument begins by stating a general truth or fact called a premise. Look at the following example.

Rice is classified according to grain size.

First is long grain rice. An example is basmati. It is long and slender. When cooked, it becomes light and fluffy with the grains separating. Long grain rice is low in starch.

Next is medium grain rice. An example is Calrose. This type of rice is three times as long as it is wide. When cooked, the grains stick together. Medium grain rice has more starch than long grain rice.

Finally, there is short grain rice. An example is Arborio. It is kernel-shaped and becomes very moist and tender when cooked. Short grain has the highest starch level.

As illustrated, rice is classified according to grain size.

Notice how this fact-based argument uses deduction as the method of organization. However, instead of starting with an opinion, it begins with a premise or general statement.

Rice is classified according to grain size = premise (general statement)

Note how the premise is supported by three supporting illustrations. Notice also how each supporting illustration develops and supports the fact that "Rice is classified according to grain size."

**example #1** First is long grain rice. An example is basmati. It is long and slender. When cooked, it becomes light and fluffy with the grains separating. Long grain rice is low in starch.

**example #2** Next is medium grain rice. An example is Calrose. This type of rice is three times as long as it is wide. When cooked, the grains stick together. Medium grain rice has more starch than long grain rice.

**example #3** Finally, there is short grain rice. An example is Arborio. It is kernel-shaped and becomes very moist and tender when cooked. Short grain has the highest starch level.

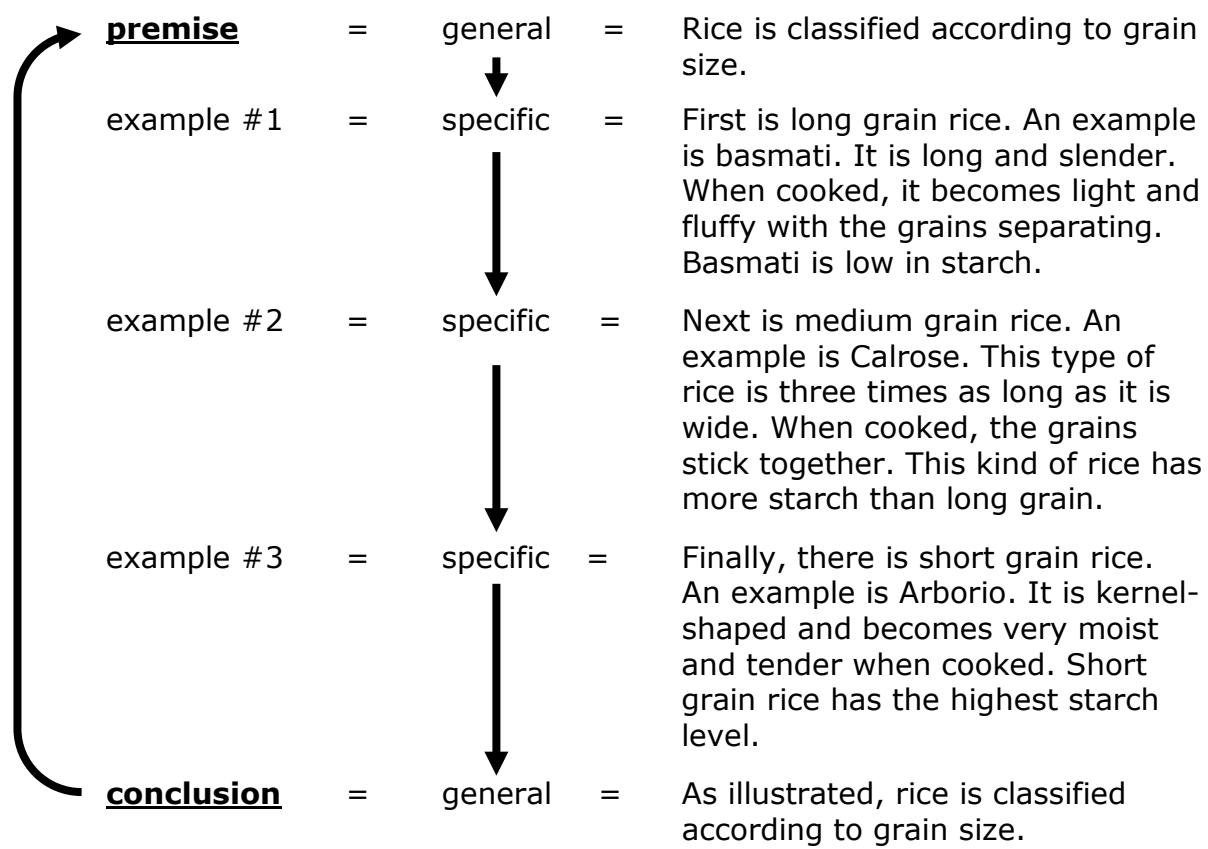
Finally, the writer (or speaker) makes a conclusion based on the premise supported by the three examples. Note that the conclusion is simply the restated premise.

As illustrated, rice is classified according to grain size = conclusion



In a fact-based argument, when you make a conclusion based on the premise and supporting examples, you are using deduction as a method of organization.

By mapping out this fact-based argument, we can see how the writer (or speaker) is using deduction as a method of organizing his/her argument.



## Fact-Based Argument: *Induction*

You can also organize a verbal or written fact-based argument using induction. Look at the following examples. Notice how the deductive response begins with a premise. In contrast, the inductive response develops three examples first, then ends with a conclusion based on the examples.

### Deduction

Rice is classified according to grain size.

First is long grain rice. An example is basmati. It is long and slender. When cooked, it becomes light and fluffy with the grains separating. Long grain rice is low in starch.

Next is medium grain rice. An example is Calrose. This type of rice is three times as long as it is wide. When cooked, the grains stick together. Medium grain rice has more starch than long grain rice.

Finally, there is short grain rice. An example is Arborio. It is kernel-shaped and becomes very moist and tender when cooked. Short grain has the highest starch level.

As illustrated, rice is classified according to grain size.

### Induction

Basmati is an example of a long grain rice. It is long and slender. When cooked, it becomes light and fluffy with the grains separating. Long grain rice is low in starch.

Next is Calrose, a medium grain rice. This type of rice is three times as long as it is wide. When cooked, the grains stick together. Medium grain rice has more starch than long grain rice.

Finally, there is short grain rice. An example is Arborio. It is kernel-shaped and becomes very moist and tender when cooked. Short grain has the highest starch level.

As illustrated, rice is classified according to grain size.



When you start a fact-based argument with examples—then make a conclusion based on your examples—you are using induction as the method of organizing your argument.

## Coherence = A High Score

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If you want high speaking and writing scores, your personal-opinion arguments and fact-based arguments must demonstrate coherence. Coherence means that the individual parts of your argument are working together proficiently to deliver a clear and logical message. An example is Mary's personal-opinion argument about California and the fact-based argument about rice. The message in both the deductive and inductive responses is clear: Mary had a fabulous time in California and rice is classified according to grain size. How can you make sure that your verbal and written arguments demonstrate coherence on test day? By using the strategy called argument mapping.

## Argument Mapping

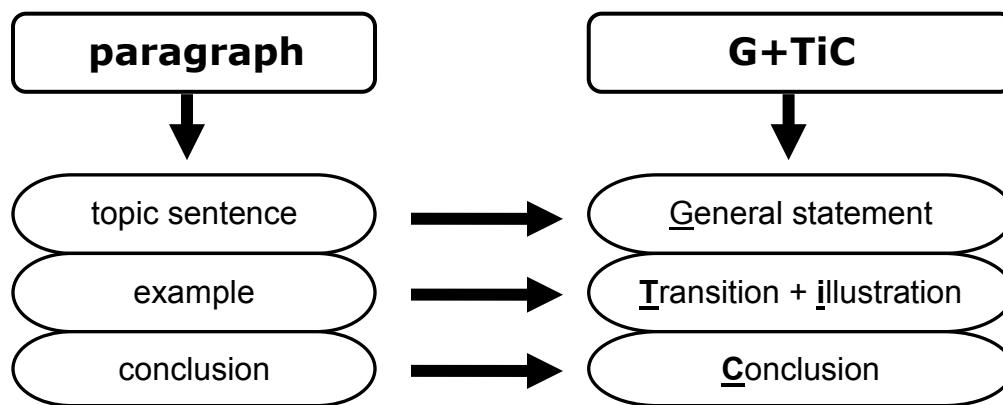
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Argument mapping is a graphics-based strategy designed to help you map out the structure of personal-opinion and fact-based arguments quickly and proficiently. By doing so, both essay types will demonstrate coherence.

An understanding of argument mapping begins with the paragraph map G+TiC. Translated, G+TiC means:

General statement + Transition + illustration + Conclusion

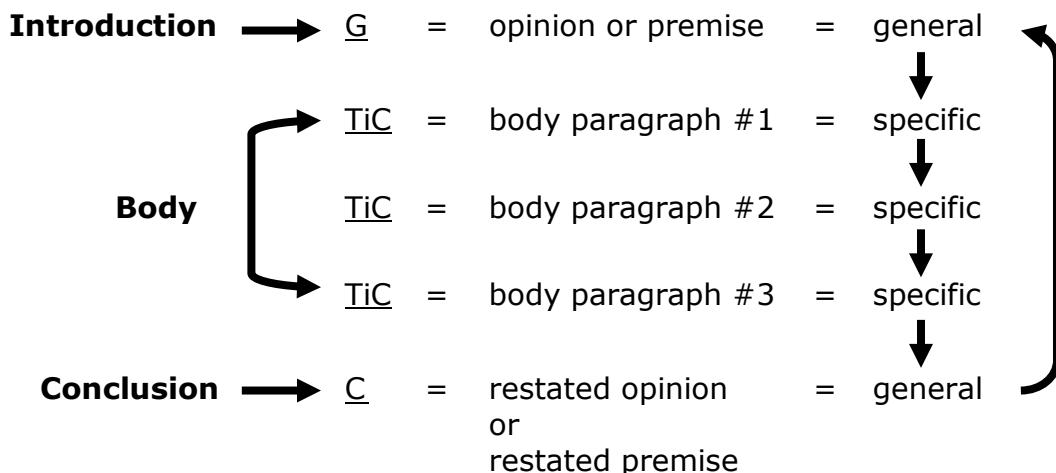
G+TiC describes the three-parts of a paragraph.



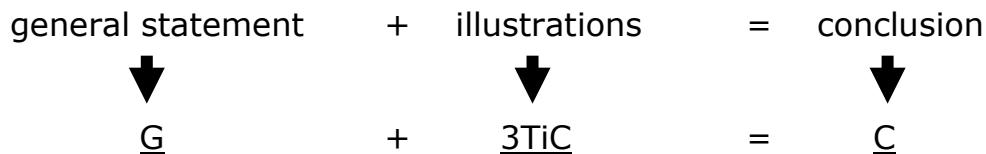
By adding two more body paragraphs (2TiC) and a conclusion (C = restated opinion or premise), G+TiC expands to G+3TiC=C.

## G+3TiC=C

G+3TiC=C maps out a three-part personal-opinion argument and a three-part fact-based argument that uses deduction as a method of organization.



Depending on the task, the general statement will either be your opinion (personal-opinion argument) or a premise (fact-based argument) supported by illustrations and a conclusion.



Q

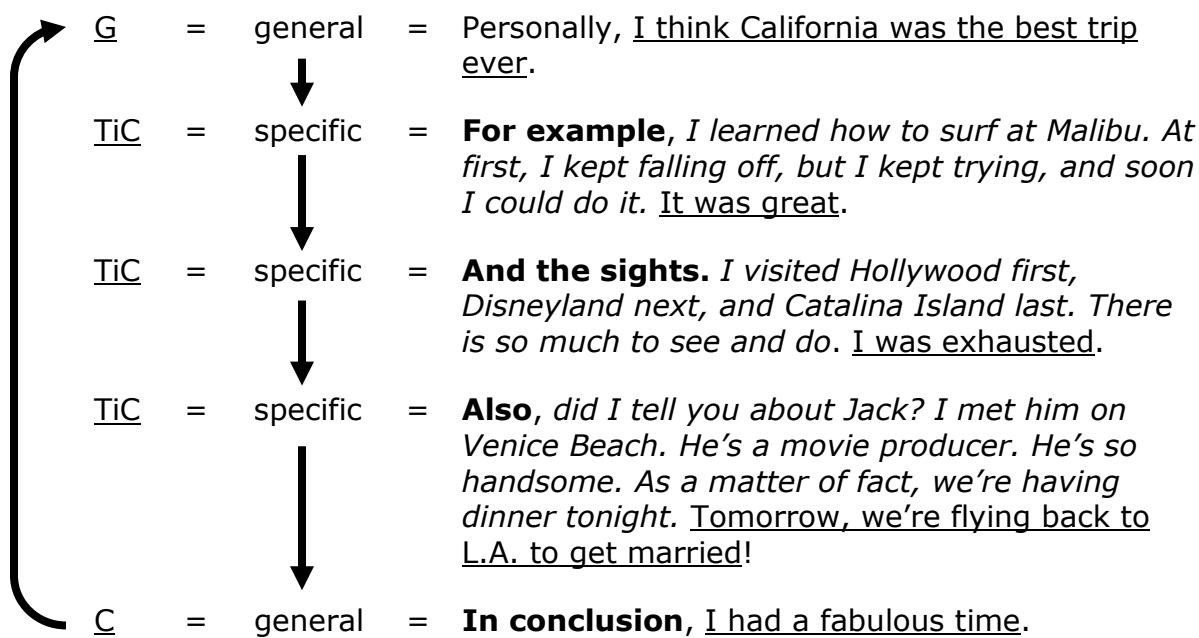
Why three supporting illustrations?

A

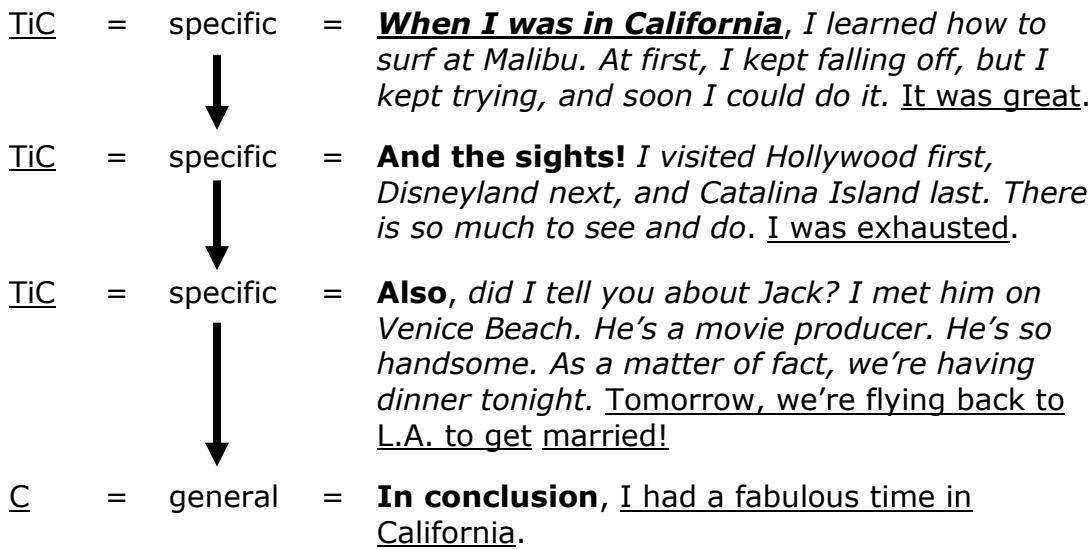
G+3TiC=C is based on the five-paragraph essay. The five-paragraph essay consists of an introduction, three body paragraphs and a conclusion. The five-paragraph essay is the foundation essay taught in American high schools. American high school students learn the five-paragraph essay and continue to apply it, and expand upon it, at community college and at university.

## 220 - 500 Words, Phrases, Idioms

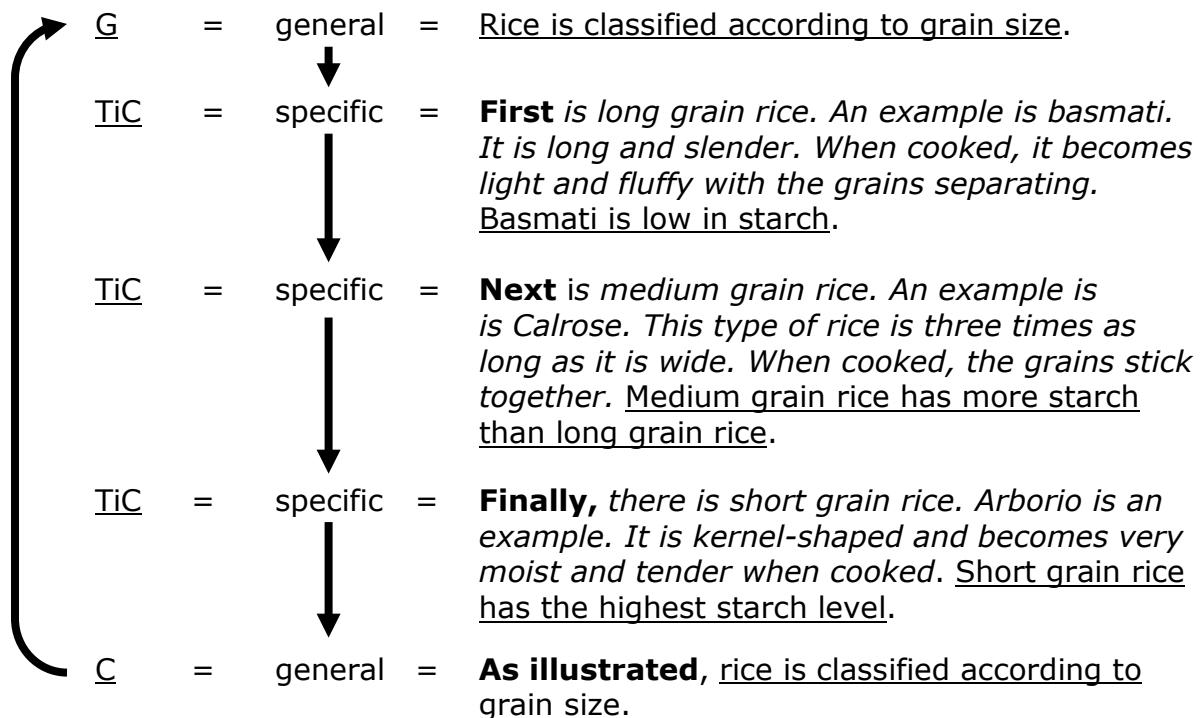
Let's map out Mary's personal-opinion argument about California using G+3TiC=C. The opinion and conclusions are underlined, the transitions in **bold**, the *illustrations* in italics. Note that the general statement (G) is an opinion.



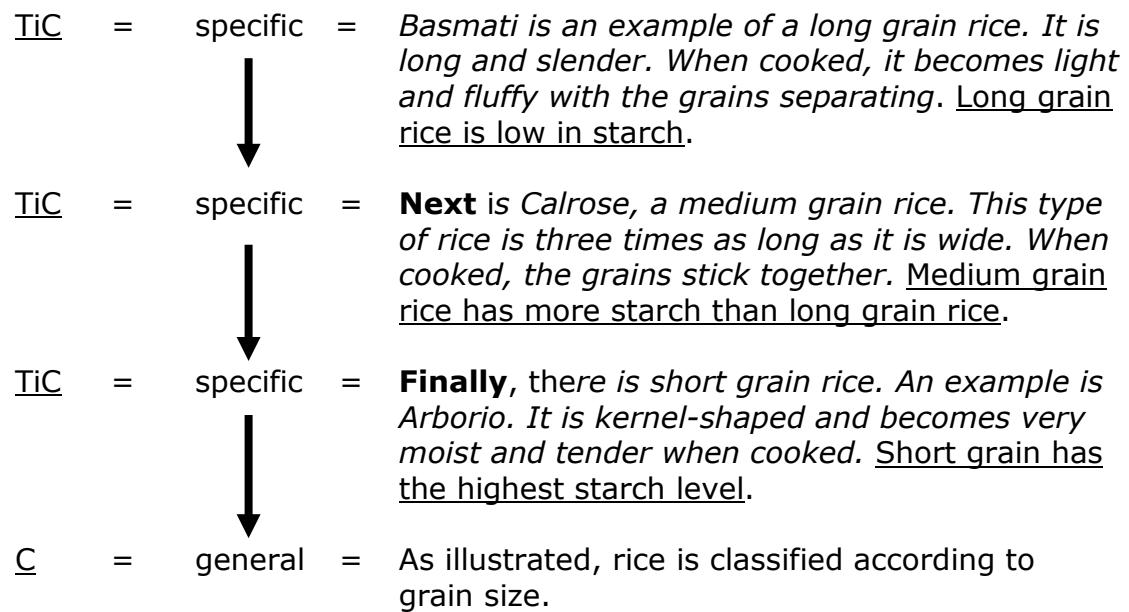
To map out the inductive response, delete Mary's opinion. This inductive argument map is 3TiC=C. Notice how the first sentence in body paragraph one introduces the context or situation, and how the conclusion (C) is Mary's opinion based on her supporting illustrations (3TiC).



Next, let's map out the fact-based argument about rice using  $G+3TiC=C$ . The premise and conclusions are underlined, the transitions in **bold**, the *illustrations* in italics. Note that the general statement (G) is a premise.



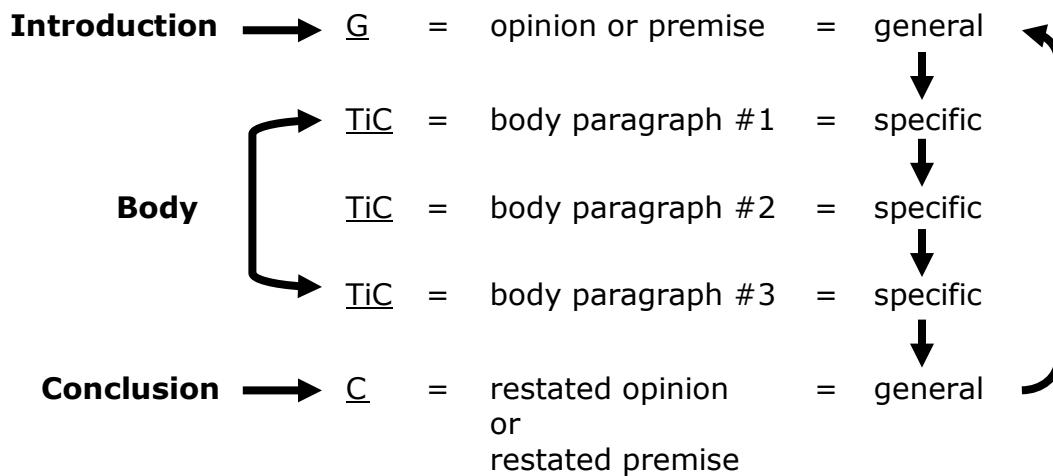
To map out the inductive response ( $3TiC=C$ ), start with an example. Notice how the conclusion (C) is a premise based on the supporting illustrations (3TiC).





You can use G+3TiC=C to develop and deliver responses for all six speaking tasks and for both writing tasks. That's right: one strategy for eight tasks (six speaking, two writing)

## G+3TiC=C



Learn more about G+3TiC=C® in *Speaking and Writing Strategies for the TOEFL iBT*. Available at Amazon.com and as a phone app. Visit [www.argumentmapping.com](http://www.argumentmapping.com) and [www.novapress.net](http://www.novapress.net) for more.

# TOEFL® iBT Facts

1. The TOEFL iBT is an English language proficiency test. TOEFL tests academic English language proficiency. For TOEFL, academic English means first year, college-level English.
2. TOEFL means “test of English as a foreign language.” iBT means “internet-based test.” Internet-based means the test computers are connected to the internet. Your answers will be sent via the internet to be scored by ETS.
3. The TOEFL iBT is designed and implemented by Educational Testing Services (ETS) Princeton, New Jersey, USA.
4. You cannot pass or fail the TOEFL test. You will get a score out of 120 total points. Your score measures your English language proficiency. The higher your score, the higher your English language proficiency.
5. The TOEFL iBT is divided into four test sections. You cannot change the task order.

<b>Section</b>	<b>Task</b>	<b>Time</b>	<b>Score</b>
<u>Reading</u>	3-5 essays	60-100 minutes	30/30
<u>Listening</u>	2-3 dialogues 4-6 lectures	60 minutes	30/30
	<i>break</i>	<i>10 minutes</i>	
<u>Speaking</u>	2 independent tasks 4 integrated tasks	2 minutes 18 minutes	30/30
<u>Writing</u>	1 integrated task 1 independent task	23 minutes 30 minutes	30/30
<hr/>			
	<u>Total:</u>	4 hours	120/120
<hr/>			

6. Before you take the TOEFL test, find out the TOEFL requirements of the school to which you are applying. Some U.S. colleges and universities do not require a TOEFL score.

## 224 - 500 Words, Phrases, Idioms

7. In some countries, you can take the TOEFL PBT (paper-based test). If you want to go to graduate school in the United States, do not take the PBT. Take the iBT instead. Why? Because graduate and post graduate students at U.S. universities are expected to teach undergraduate classes. That means you must be able to speak academic English proficiently. That is what the iBT tests. The PBT does not test speaking.
8. In the United States, you can register for the TOEFL iBT online or by phone. Visit [www.ets.org](http://www.ets.org) for registration information. In the United States, the busiest registration times are at the end of each school semester when TOEFL courses end and TOEFL students are ready to take the test. The TOEFL test is very popular. Register as early as possible.
9. You can take notes during the test. Pencils and paper will be supplied. You cannot use your own pencil or paper. After the test, you must give your notes to the test site manager.
10. Expect to use a standard Microsoft keyboard when you take the test.
11. Your TOEFL iBT score is good for two years. You cannot renew your TOEFL score. You must retake the test and get a new score. For more TOEFL information, visit [www.ets.org](http://www.ets.org).

# Word List

The words in bold are the 500 words recycled through the 50 quizzes. The non bold words are words used in this text and are essential for TOEFL.

## A

**a myriad of**  
a piece of cake  
**a plethora of**  
**a real dog**  
**abandon**  
abide by  
abode  
**abolitionist**  
abroad  
**absolute**  
**absorb**  
**abundance**  
abundant  
**accelerate**  
**accomplished**  
**accumulate**  
accuracy  
**ace**  
achieve  
achievements  
acknowledge  
**acquire**  
actualize  
**adage**  
adapt  
**adaptable**  
**address**  
adequately  
adjust  
admission  
**advent of**  
advice  
advocate  
aerospace  
affordability  
**affordable**  
**aficionado**  
afterwards  
**against all odds**

**aggregate**  
**agrarian**  
alarming  
**albeit**  
**all in all**  
**all manner of**  
allergic  
**allude to**  
alter  
amalgam  
ambiguity  
ameliorate  
**amputation**  
**analogous**  
**anathema**  
ancient  
**anesthetic**  
angels  
Antarctica  
**anthropology**  
**antipathy**  
**antiseptic**  
**apace**  
apes  
**apex predator**  
apiology  
**apoplectic**  
**appellation**  
appetite  
approach  
**arable**  
arcane  
**archbishop**  
**archeology**  
**archetype**  
**arguably**  
argue  
argument  
**arid**  
army  
**as in**  
as you can see

**ascertain**  
**assassinate**  
**assembly line**  
**assiduous**  
assuage  
assume  
**asteroid**  
**astounding**  
astrology  
**atmosphere**  
atom  
**attain**  
**attribute to**  
automaticity  
**avalanche**  
average

## B

Baby Boom  
bachelor  
**bacteria**  
bacterium  
Bactrian  
bait  
bargain with  
basic  
battlefield  
**behemoth**  
**benefits**  
**benevolent**  
**bent out of shape**  
**bevy of**  
Big Foot  
binding  
biogeochemical cycle  
biology  
**biosphere**  
biped  
**bite the bullet**  
**black and white**

**black hole**

blame

**blow away**

boar

bonds

**boom**

**boon**

bored

brainiac

brand

**brazen**

**breach**

**break something down**

brilliant

**brood**

**budding**

buffalo

bugs

**burn the candle at both ends**

bust

by accident

**C**

Caesar

call in sick

**camouflage**

cancer

canned

canonized

**capitalize on**

**capture**

carbohydrate

carbon

carcinogenic

**carnivore**

**case in point**

casualty

**cataclysmic**

**Catch-22**

**cease**

celestial

cement

ceramic

**chagrin**

challenging

champagne

championed

**chaotic**

**chef**

chemicals

**cherish**

chicanery

chin

**chloroplast**

chores

civilization

claim

**clear the air about**

**climatology**

climax

**climb the corporate ladder**

**coalesce**

**cogent**

**coherent**

coined by

colonial

Columbian Exchange

**combust**

**comestible**

**comet**

**come with the territory**

coherence

coherent

comforting

commence

complex

comprehensible

con

**concurrent with**

conditionally

conflict

**confound**

**conglomerate**

**connote**

conquer

consequently

consisting of

construct

**constructive task**

consuming

contagious

**contemplation**

contentment

continuous

**contract**

**contrary to popular belief**

**contrivances**

**conundrum**

convenience

**convert**

**conviction**

cope

**copious**

corporate tax

**corruption**

corrupts

cosmetology

**cosmos**

**cost an arm and a leg**

costly

couch potato

**countenance**

**counter**

court

crepuscular

**criminology**

**criteria**

criterion

critics

crop

**cross**

cross fertilize

**cross the Rubicon**

**crucible**

**culinary**

cut off

cyclonic

**cynic**

**D**

damage

data

dated

**datum**

dawn of time

**deadliest**

**deal with****decay**

deduction

**deem**

defeat

**delegate**

demand

demolished

**denote**

deny

dependent

**despise**

destined

**destitute**

determined

**devastating**

diehard

**diffidence****diligent****dinosaurs**

disaster

**discombobulated**

disconcerted

discovery

**disingenuous****disintegration****dissimilar**

dissolve

**distractor****diurnal**

divine

**DNA****dog days**

dolphins

**domestic****doomed**

dot.com bubble

**double-edged****sword****downfall**

dream up

drenched

**drop out of****drought**

due to

duty

**dwelling****E****ebullient**

edible

educational

effectively

efficiency

election

**element**

elicit

**emancipated**

embarrassed

**emblematic**

emotion

**employ**

empty handed

**endangered****endemic**

energetic

**enervating****enflame****enigmatic****ensure**

entirely

**entrepreneur****enumerate**

environment

**environs****envisage****epidemic****epiphany**

epistle

**epitome**

equal

**equanimity**

equatorial

**era**

eradicate

ergonomics

**ersatz****eruption****eschew**

especially

**espouse****essentially****evaporate****evolved**

exacerbate

exactitude

examine

**exchange****excise****excluding**

exclusive

exhaustion

**expand one's horizons**

expansion

**expediency****expiration**

explosion

expression

**expunge****extinct**

extraordinary

**E**

faced with

factory

fake

**famine**

famished

fastidious

**fatality****fatigue**

fatuous

feasible

**feel like a fish out of water****feral****fertile****fever****figment**

fit in

fix it up

flicker

**flourish**

flu

focus

foes

for example

Fordism

foreign

forgery

formal

for the time being  
 fossil  
 fossil fuel  
**founder**  
**frigid**  
**frontier**  
 frugal  
 frustrate  
 frustration  
**fundamental**  
 furthermore  
 fussy

## G

Galapagos  
**galaxy**  
**gang**  
**garage**  
 generation  
**genesis**  
 genetic  
 genius  
**genius**  
 genre  
**geology**  
**geosphere**  
**germ**  
**germinate**  
 get out of  
 get out there  
**get wind of the fact that**  
 gigantic  
 give credit to  
**give it one's best shot**  
**go bankrupt**  
 gorillas  
**gourmand**  
 grant  
**grasp**  
**gratis**  
 Great Depression  
 Great White shark  
 grocery  
**ground-breaking**  
 growth

## H

**habitat**  
 hacker  
 hail  
**hand in**  
**harangue**  
**harbinger**  
**harbor**  
**have both feet on the ground**  
**have one's ducks in a row**  
**have one's head in the clouds**  
**hence**  
 herbicide  
**herbivore**  
**herd**  
**heretofore**  
 hibernate  
 hierarchy  
**highly**  
 hit  
**holistic**  
 holy  
 horrible  
 housewife  
 however  
**hue**  
**hurricane**  
**hybrid**  
 hydrology  
**hydrosphere**

## I

**ic**  
**iconic**  
 identity  
 ignore  
 illegal  
 imitators  
**immeasurable**  
**immoral**  
**immunity**  
 impala  
**impecunious**

## impervious

imply  
 imposed  
**impugn**  
 in addition  
**in and around**  
 in contrast  
 in short  
 in the final analysis  
 in the wild  
**inasmuch as**  
 include  
 inclusive  
 income tax rate  
 inconsiderate  
**incorporate**  
 incubate  
**incubation**  
**indeed**  
**indefatigable**  
 independent  
**indigenous**  
**indomitable**  
 induction  
 industrious  
 industry  
**infamous**  
**infectious**  
**infer**  
 inferior  
**influence**  
 influenza  
**infringement**  
**inhabit**  
 inhabitants  
**innate**  
 innocent  
**innovate**  
 inordinate  
**inscrutable**  
 insect  
 insincere  
**insinuate**  
 inspiration  
 inspired  
**insurmountable**  
**integral part of**  
 intellectual property

**intelligible**

interbreed

intercept

invasion

**invasive****invention****inventiveness**

invest

**inveterate**

ironically

**irreplaceable****ism**

issue

item

**it goes without saying**

Ivy League

**J****jack-of-all-trades****jargon****jaundice**

judge

**judicious**

Jurassic

**jurisdiction**

jury

**K****keen****keep one's eye on the prize****kick back****kill two birds with one stone**

knock off

**L****label**

lack

**laissez-faire****landscape****launch**

lawyer

**lazy as a dog**

legal

**lethargic****life span**

limb

**litter****loaded**

loathe

logic

logical

loyal

**ludicrous**

lunar

luxury

**M**

mainstream

majority

**malefaction**

mammals

**manifestation****manifold**

margin

**martyr**

marvelous

**mass consumption****mass production**

massive

**masterpiece****matrilineal**

matter

maximize

measurement

**mechanized****memoranda**

memorandum

memos

mend

**mercurial**

mercury

mercy

**merge**

Mesozoic

**meteor****meteorology**

micro processor

micro-organism

Middle Ages

**migrate**

Milky Way

**mince words****miraculous****misgivings****molecule**

mollify

monster

**monumental****moreover**

mortar

**mosquito****multitude****murky**

musicology

**N**

nadir

**nail**

namely

national debt

native

native to

**nausea****Neanderthal****nefarious****negligent**

negotiate

nerd

**nevertheless**

nocturnal

nomadic

**none more so than**

nonetheless

nonplussed

**notorious**

nourishment

**novel****O**

obedient

obligation

**obtuse**

obvious

official

**offspring**

**ology**  
**omen**  
**on top of that**  
opinion  
**opulent**  
orbit  
orca  
organic  
organism  
originate in  
ous  
outcome  
outsiders  
**overcome**  
overdose  
overfish  
overshot  
**overwhelmed**  
owing to  
**owing to the fact that**

## P

pacific  
pacify  
**pack it in**  
**painstaking**  
palette  
**pandemic**  
parasite  
**parasitic**  
parliament  
particle  
particularly  
pass on  
**passion**  
pathfinder  
pathogen  
patrilineal  
**patrol**  
**pay homage to**  
**peddle**  
**pedosphere**  
penetrate  
penguin  
penurious  
**per capita**

perch  
perilous  
**perish**  
permission  
**perplexed**  
**persist with**  
**persnickety**  
perspiration  
**peruse**  
**pervade**  
**pesticide**  
pests  
phase  
phlegmatic  
**photosynthesis**  
physiology  
piglets  
pioneer  
piracy  
pity  
**placate**  
**placid**  
planet  
play ball  
**pod**  
point of no return  
pole  
polite  
political  
polluting  
popularized  
portable  
**post war**  
**posthumously**  
**potential**  
**poultry**  
practical  
**pragmatic**  
**precarious**  
**precipitate**  
**precipitation**  
predictable  
predominantly  
prescribe  
**prey on**  
**primarily**  
primates  
**primitive**

**prioritize**  
**prodigious**  
**produce**  
**proficiency**  
proficient  
profit  
**profit**  
**profuse**  
prohibit  
Prohibition  
promote  
promptly  
**propensity**  
properly  
property  
property line  
proposed  
**proposition**  
**prosper**  
prosperity  
prosperous  
protein  
**psychology**  
public  
**pull the plug**  
**pull through with flying colors**  
**punctilious**  
**puppy love**  
**purport**  
**push the envelope**  
**put one's nose to the grindstone**  
put your stamp on  
puzzlement

## Q

**quadruped**  
**quandary**  
**quest**  
quintessence  
**quintessential**  
quite  
**quite the contrary**

**R****R and R****rake in****rampant****rancor****rancorous****range****rapid****rapidly****rate****ratify****ravenous****realization****rebirth****recession****recourse****recycled****refined****regulate****reign****reimburse****reincarnation****reliable****rely on****remedy****remit****render****renounce****repeal****reputation****rescind****reside****resident****resilient****resolute****respiration****resplendent****responsibilities****restated****resurrect****retreat****reveal****revelation****revile****rhetoric****rhetorical****ridiculous**

right at home

right on up to

rightful

rises

roll the dice

**romantic****rugged**

ruin

rule

**run a tight ship****ruthless****S****saint**

salary

**salient**

sasquatch

satellites

**saturated****savage**

seals

seasonal

**secession**

secondhand

seen as

seize

**selective task****self-reliant****seminal**

sequentially

set the price

severe

shallow

**share**

shark

**shatter****shimmer**

shun

significant

**significant other**

simultaneously

sincere

slightly

**snub**

soaked

social

**sociology**

solve

sophistication

**sort**

sow

**Spartan****spawn****species****specious**

spouse

spread

square

stagnant

starving

**stigmata****stipulated**

stock

stock market

**stocky**

stolid

**strain**

strict

stun

sub tropical

**sublime**

submit

**subsist on****substantially**

substitute

such as

**sue****suffice it to say****superfluous**

superior

surgeon

**surgery**

survive

**susceptible****sustenance****sweep through****symbol****symptom**

synonymous

**T****tackle**

take care of

take in

**take no prisoners**  
**take one's place in the spotlight**  
**take over**  
**take root**  
**take the bull by the horns**  
tame  
target  
**target market**  
tend to  
tendency  
**territorial**  
territory  
**testosterone**  
**thaw**  
**the blues**  
**the captain of one's own ship**  
**the early bird gets the worm**  
theft  
**the hair of the dog**  
**the icing on the cake**  
**there and then**  
therein  
**thesis**  
**the \$64,000.00 question**  
**tion**  
**tiring**  
topic  
**tornado**  
tortoise  
**towering**  
**toxic**  
track  
tractor  
**tragic**  
**trailblazer**  
**transfiguration**  
**transformation**  
**transgression**  
**transient**  
transition  
**transmit**  
treat

**trendy**  
trespasser  
**tropical**  
try out  
**tsunami**  
**turbulent**  
turn  
**turn around**  
typical  
**tyrannical**  
tyrant

## **U**

**unadulterated**  
unappeased  
uncivilized  
**underachiever**  
underdog  
**undergo**  
undoubtedly  
**unerring**  
**unfailingly**  
unfathomable  
unfriend  
unimaginably  
**unique**  
universe  
**unpredictable**  
**unquenchable**  
unrealistic  
unrepentant  
unresolvable  
**unsung**  
unwillingly  
utter

## **V**

vaccine  
**vanish**  
vanquish  
vegan  
**venerate**  
venture  
verbal  
**vernacular**  
**versatile**

**very much the**  
victorious  
violation  
**virulent**  
virus  
**visit upon**  
**void of**  
volcanic  
**voracious**  
voters  
vulcanology  
**vulnerable**

## **W**

**walk on air**  
wander  
warm-blooded  
**wary**  
**wayward**  
weakness  
**what one would call**  
when all is said and done  
when everything is considered  
whereas  
**whereby**  
**wholesale**  
wicked  
**widespread**  
**widget**  
wild  
**wipe out**  
wise  
withdraw  
**without a doubt**  
worship  
**wounded**

## **Y**

yellow fever

## **Z**

zebras  
**zenith**

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*Nova Press*

11659 Mayfield Avenue

Los Angeles, CA USA 90049

1-800-949-6175

[info@novapress.net](mailto:info@novapress.net)

[www.novapress.net](http://www.novapress.net)