GETTING STARTED

AT A GLANCE:

Whom This Book Is For	3
How This Book Will Help You	4
What is the TOEFL?	4
Different TOEFL Administrations	8
How to Register for the TOEFL	10
Understanding TOEFL Scores	11
Frequently Asked Questions	14
You're In Charge!	16
How to Use This Book	20
TOEFL Fact Sheet	22

Whom This Book Is For

This book was written primarily with two groups in mind. First, it can be used by teachers in preparation courses for the Test of English as a Foreign Language (TOEFL) or in other intermediate to advanced courses in which students need to become familiar with the TOEFL. This book is also designed for students who are preparing for the test on their own.

Both teachers and self-study students will appreciate the clear, carefully written lessons as well as the fact that answer keys are provided for all of the exercises and practice tests. Students who have a previous TOEFL score of below 440 on the paper version of the exam should probably improve their basic knowledge of the language before attempting to devote themselves to TOEFL preparation.

This workbook is designed for international students who need comprehensive TOEFL practice before taking either the paper-and-pencil version of the TOEFL exam or the newer computer-based TOEFL exam (TOEFL CBT). Both versions of the TOEFL are still widely used around the world and accepted by American and Canadian universities for admissions purposes. Though the exams and exercises in this workbook are all paper-based, the skills that are practiced are important for increasing your TOEFL score on either exam. (At the end of this workbook, you will find a list of those countries where each version of the test is given.)