

The American Dream Starts @your library

Print and Digital Resources

*Thirty four public libraries from the **American Dream Starts @ your library** initiative contributed to this comprehensive list of print and digital resources. This annotated list, the first of its kind, is an enormous contribution to the thousands of librarians and educators providing literacy services for adult English language learners.*

Our sincere thanks to everyone who made this remarkable resource possible: the American Dream libraries for their mission and vision, the project directors for their persistence, and imagination, and the adult learners for pursuing their American dream @ the library.

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Materials for Teaching and Learning

Dictionaries and Thesauruses

Adelson-Goldstein, Jayme and Norma Shapiro. *Oxford Picture Dictionary: English/Brazilian Portuguese*. 2nd ed. New York: Oxford University Press, 2009. Print.

Bilingual edition features over 4,000 words and phrases in English and Brazilian Portuguese. Fully illustrated for additional comprehension.

Adelson-Goldstein, Jayme and Norma Shapiro. *Oxford Picture Dictionary: English/Korean*. New York: Oxford University Press, 2009. Print.

Bilingual edition features over 4,000 words and phrases in English and Korean. Fully illustrated for additional comprehension.

Adelson-Goldstein, Jayme and Norma Shapiro. *Oxford Picture Dictionary: English/Vietnamese*. 2nd ed. New York: Oxford University Press, 2009. Print.

Bilingual edition features over 4,000 words and phrases in English and Vietnamese. Fully illustrated for additional comprehension.

Allen, Robert, ed. *Barron's Dictionary & Thesaurus*. Hauppauge, NY: Barron's, 2007. Print.

Dictionary contains more than 40,000 definitions; thesaurus 100,000 synonyms. Ideal for any student learning English vocabulary, beginner to advanced.

Bramwell, David. *The Book of Hard Words: Read It, See It, Know It, Use It*. Adams Media, 2008. Print.

Visual dictionary containing difficult English words and where they come from. Illustrations enhance pronunciation skills and reinforce meaning of words.

Byrd, Erick. *McGraw-Hill's German Student Dictionary*. 2nd ed. New York: McGraw-Hill, 2008. Print.

Contains essential words for beginning learners of German. Vocabulary words are in both English and German. Contains grammatical information, sentence structure, verb conjugation and a pronunciation guide.

Clark, Alicia S., and Eduardo H. Clark. *English-to-Spanish Computer and Internet Dictionary*. Boca Raton, Florida: Universal Publishers, 2004. Print.

Spanish and English language dictionary of common computer and internet terms.

Correard, Marie-Helene, ed. *Pocket Oxford-Hachette French Dictionary*. 2nd ed. New York: Oxford University Press, 2000. Print.

Contains over 90,000 words and phrases covering computing, time changes, age, sports, etc. Includes and A-Z list of French life and culture.

Dioguardi, Raffaele. *McGraw-Hill's Italian Student Dictionary*. 2nd ed. New York: McGraw-Hill, 2008. Print.

Essential words for beginning Italian language learners. Includes pronunciation and grammatical guides.

Giuông, Phan Văn. *Concise Vietnamese Dictionary: Vietnamese-English/English-Vietnamese*. Clarendon, VT: Tuttle, 2008. Print.

Catered towards English students learning Vietnamese, but can also be used by Vietnamese students learning English.

Gramer, Margot F. *Basic Oxford Picture Dictionary*. 2nd ed. New York: Oxford University Press, 2003. Print.

Teaches everyday English vocabulary used in conversations, e-mails and messages. Fully illustrated for additional English language comprehension.

Gutman, Helene. *Random House Webster's French-English/English-French*. Bilingual Edition. New York: Random House, 2006. Print.

Contains more than 6,000 English and French entries with thousands of phrases, idioms and expressions in both languages.

Hamer, Eleanor and Fernando Diez de Urdanivia. *Street-Wise Spanish Survival Guide*. New York: Skyhorse, 2008. Print.

Dictionary of over 3,000 slang expressions intended for users already familiar with Spanish. Contains information on pronunciation, tips on manners and customs, and common symbols.

Harrap's. *Harrap's French and English Dictionary*. New York: McGraw-Hill, 2004. Print.

Contains over 170,000 translations for those trying to learn French. For use at home or in the classroom.

Hindi/English Visual Bilingual Dictionary. London: Dorling Kindersley, 2008. Print.

Comprehensive dictionary teaches Hindi vocabulary and phrases through images and text.

Houghton Mifflin Company. *The American Heritage Dictionary of Idioms for Students of English*. Boston: Houghton Mifflin Company, 2000. Print.

Dictionary of Americanisms intended for beginning students. Includes common English terms and phrases.

Laird, Charlton. *Webster's New World Roget's A-Z Thesaurus*. Webster World, 1999. Print.

Alphabetically arranged thesaurus of English words and phrases, features a dictionary style index.

Longman. *Longman's Handy Learner's Dictionary of American English*. 2nd ed. Essex: Pearson Longman, 2000. Print.

Contains 28,000 words and phrases that students commonly come across in their studies; easy-to-understand and also contains contemporary sayings.

Makkai, Adam, M.T. Boatner, and J.E. Gates. *A Dictionary of American Idioms*. 3rd ed. New York: Barron's, 2003. Print.

Revised edition contains over 8,000 informal American idioms and expressions used in everyday conversation, books or on television.

Merriam-Webster. *Merriam-Webster's Desk Dictionary*. Springfield: Merriam-Webster, 1995. Print.

Popular dictionary of English that also includes information on American facts and historical figures. Over 60,000 entries.

Parnwell, E.C. *The New Oxford Picture Dictionary: English-Chinese Edition*. New York: Oxford University Press, 1989. Print.

Practical dictionary contains easy-to-use examples of common vocabulary items. Intended for beginning English language learners.

Presson, Leslie. *A Dictionary of Homophones*. Hauppauge, NY: Barron's, 1997. Print.

Handy guide for learners and teachers with cartoon illustrations that features word puzzles and more than 6,000 confusing homophone pairs.

Pujals, Humbert. *English-Spanish Dictionary of Medical and Dental Terms/ Diccionario Ingles-espanol De Terminos Medicos Y Dentales*. Trillas, 2005. Print.

Bilingual guide of medical and dental terminology intended for ESL students or professionals.

Qualls, Regina. *NTC's Beginners Spanish and English Dictionary*. Lincolnwood, IL: National Textbook Co, 1992. Print.

Contains more than 3,500 entries; aimed towards the beginning Spanish or English language learner. Includes irregular verbs and tricky conjugations.

Random House. *Random House Chinese to English Dictionary*. New York: Random House Inc, 2007. Print.

Popular dictionary for native Chinese speakers learning English.

Random House. *Random House Webster's Dictionary of American English*. ESL/Learner's Edition. New York: Random House Reference & Information Publishing, 1998. Print.

For both young and old students trying to gain an understanding of verbal and written American English. Contains 15 full-page illustrations of common locations and activities.

Shapiro, Norma and Jayme Adelson-Goldstein. *Oxford Picture Dictionary: English/Arabic*. New York, Oxford University Press, 1999. Print.

Bilingual edition features over 4,000 words and phrases in English and Arabic. Fully illustrated for additional comprehension.

Shapiro, Norma and Jayme Adelson-Goldstein. *Oxford Picture Dictionary: English/Cambodian*. New York: Oxford University Press, 2008. Print.

Bilingual edition features over 4,000 words and phrases in English and Cambodian. Fully illustrated for additional comprehension.

Shapiro, Norma and Jayme Adelson-Goldstein. *Oxford Picture Dictionary: English/Chinese*. New York, Oxford University Press, 1998. Print.

Bilingual edition features over 4,000 words and phrases in English and Chinese. Fully illustrated for additional comprehension.

Shapiro, Norma and Jayme Adelson-Goldstein. *Oxford Picture Dictionary: English/Haitian Creole*. New York, Oxford University Press, 1999. Print.

Bilingual edition features over 4,000 words and phrases in English and Haitian Creole. Fully illustrated for additional comprehension.

Shapiro, Norma and Jayme Adelson-Goldstein. *Oxford Picture Dictionary: English/Spanish*. New York: Oxford University Press, 1998. Print.

Bilingual edition features over 4,000 words and phrases in English and Spanish. Fully illustrated for additional comprehension.

Spears, Richard A., Betty Birner and Steven Kleinedler. *NTC's Dictionary of Everyday American English Expressions: Presented According to Topic and Situation*. Lincolnwood, IL: National Textbook Co, 1994. Print.

Divided into eighteen sections focusing on everyday encounters such as ordering meals and making small talk. Contains over 7,000 American idioms and phrases.

Theodore, Charmant. *Haitian Creole Dictionary and Phrasebook: Haitian Creole-English/English-Haitian Creole*. New York: Hippocrene Books, 2008. Print.

Guide with key vocabulary and phrases, intended for anyone learning to speak informal Haitian Creole.

Vox. *New College Spanish and English Dictionary*. 2nd ed. New York: McGraw-Hill, 2008. Print.

Written in Spanish, this dictionary gives examples of technical, scientific and business terms as well as everyday idioms and phrases. Contains appendices.

Watts, Niki. *The Oxford New Greek Dictionary*. Bilingual Edition. New York: Oxford University Press, 2008. Print.

Revised and updated version with essential and common Greek words and expressions. Intended for use in everyday life.

Winders, Jacqueline. *McGraw-Hill's French Student Dictionary*. 2nd ed. New York: McGraw-Hill, 2008. Print.

Contains 3,500 essential words for beginning French language learners. Includes appendices with useful information on common French names, maps, numbers, etc.

Zwier, Lawrence J., Janet Podnecky, and Nozumi Kudo. *English for Everyday Activities: A Picture Process Dictionary*. Syracuse: New Readers Press, 2002. Print.

Teaching tool and reference guide for beginner, intermediate and advanced ESL students. Contains clear and concise pictures of terms being explained.

Materials for Learners

Baker, Ann, and Sharon Goldstein. *Pronunciation Pairs: An Introduction to the Sounds of English*. New York: Cambridge University Press, 2008. Print.

Student book, audio CD and teacher's guide designed to promote active listening and speaking skills by pronouncing and saying English words through puzzles and games.

Barron's Educational Series, Inc. *Inglés Para Hispanohablantes: Guía Para el Lenguaje Visual*. Hauppauge, NY: Barron's, 2003. Print.

Quick-reference guide designed to enhance Spanish speaker's command of English. Black and white and color photos show images travelers may encounter when in the United States. In Spanish.

Bassano, Sharron. *Sounds Easy! Phonics, Spelling, and Pronunciation Practice*. Provo, UT: Alta Books, 2002. Print.

Phonetic, spelling and pronunciation of English language taught through minimal print and pictures. Designed for beginning learners.

Beyer, Thomas R. *501 English Verbs with CD-ROM*. 2nd ed. Hauppauge, NY: Barron's, 2007.

Presents commonly used regular and irregular English verbs, focused on tenses and forms. Includes practice exercises and CD-ROM, geared toward beginner ESL students.

Beyer, Thomas R. *Learn English the Fast and Fun Way for Russian Speakers with Audio CDs*. 2nd ed. Hauppauge, NY: Barron's, 2007.

Teaches basic English language, writing, speaking and grammar through cartoon illustrations, puzzles, flash-cards and games. Includes six CDs for auditory learning.

Bores, Jaime Garza. *Conversando En Ingles*. 2nd ed. New York: McGraw-Hill, 2004. Print.

In Spanish, includes quick glance diagrams on English vocabulary and grammar. Individual chapters focus on specific verbs, parts of speech, sentence patterns, etc.

Breyer, Pamela P. *Grammarwork 1: English Exercise in Context Vol. 1-4*. 2nd ed. Englewood Cliffs, NJ: Prentice Hall Regents, 1995. Print.

Series of four grammar exercise books focus on vocabulary structure; encourages students to practice. Straight-forward subject matter; easy to remember theme.

Bromberg, Murray, Julius Liebb and Arthur Traiger. *504 Absolutely Essential Words*. 4th ed. Hauppauge, NY: Barron's, 2005. Print.

Self-help pronunciation guide to strengthen and expand knowledge of everyday English words. Divided into 42 sections, uses repetition for easy understanding.

Bromberg, Murray and Melvin Gordon. *1100 Words You Need to Know*. 5th ed. Hauppauge, NY: Barron's, 2008. Print.

Presents 1100 essential words seen in English novels, newspapers, television programs, plays, etc. Strengths vocabulary with games, puzzles, and exercises.

Brown, Tim, and Deborah K. Knight. *Patterns in Spelling*. Syracuse, NY: New Readers Press, 1990. Print.

Spelling program specifically designed for adults who need to improve spelling skills.

Brown, Tim, and Deborah K. Knight. *Structures in Spelling: Words with Prefixes, Roots, and Suffixes*. Syracuse, NY: New Readers Press, 1992. Print.

Student book and teaching guide for advanced learners focuses on phonetics and how English words are connected through prefixes and suffixes.

Chabot, John. *Sequences: Picture Stories for ESL*. New York: Full Blast Productions, 2006. Print.

Beginning book for any age ESL learner; includes 60 exercises and illustration activities for everyday activities. Also includes vocabulary building exercises.

Collins, Tim. *Correct Your English Errors: Avoid 99% of the Common Mistakes Made by Learners of English*. New York: McGraw Hill, 2008. Print.

Comprehensive guide addressing common misspellings and mispronunciations, verb tenses, grammar patterns and confusing prepositions. Includes grammar exercises and review passages.

Collis, Harry. *101 American English Idioms: Understanding and Speaking English Like an American with Audio CD*. Chicago: McGraw-Hill, 2007. Print.

Teaches contextual meaning of 101 American English idioms. Native speakers on audio CD pronounce and explain each idiom.

Collis, Harry, and Joe Kohl. *Get With It: 101-Plus Pop Culture Idioms and Expressions*. Burlingame, CA: Alta Book Center Publishers, 2008. Print.

Humorous illustrations and examples help students understand common American idioms and expressions used in daily conversation.

Crichton, Jonathan. *English Made Easy: Learning English Through Pictures Vol. 1-2*. North Clarendon, VT: Tuttle, 2006. Print.

Combines pictures and words to help learners visually and textually learn English language skills. Contains 20 lessons with pronunciation guide and vocabulary list.

Danesi, Marcel. *Basic American Grammar & Usage: An ESL/EFL Handbook*. Hauppauge, NY: Barron's, 2006. Print.

Comprehensive grammar guide directed towards beginning learners. Fully explains complex grammar rules in a friendly simple way, and also addresses everyday writings like letters, resumes, and e-mails.

Diamond, Harriet and Phyllis Dutwin. *Grammar in Plain English*. Hauppauge, NY: Barron's, 2005. Print.

Intended for advanced students preparing for GED, TOEFL, or TOEIC exams. Includes practice questions.

Diamond, Harriet and Phyllis Dutwin. *English the Easy Way*. Hauppauge, NY: Barron's, 2003. Print.

Guide for beginners with tips on sentences structure, spelling, grammar and punctuation, capitalization and word usage.

Duncan, Patrice J. *Ingles Hecho Facil*. New York: Doubleday, 1997. Print.

Intended for native speakers to learn simple, basic English with exercises about American grammar and vocabulary, culture, mannerisms and everyday activities. In Spanish.

The Editors of Think English! Magazine. *Read & Think English*. New York: McGraw-Hill, 2008. Print.

Sections about American culture, travel, traditions, history, people, etc., teach learners about American life, highlighting difficult and important vocabulary.

Elbaum, Sandra N. *More Grammar Practice Book 1*. Heinle ELT, 2000. Print.

Practice book helps English language learners review grammar, pronunciation and vocabulary skills through recurring, comprehensive exercises.

Elizabeth, Mary. *Painless Speaking*. Hauppauge, NY: Barron's, 2003. Print.

Guide on gaining confidence and communicating orally through reading aloud and practicing and performing. Includes guidelines for self-evaluation.

Elizabeth, Mary. *Painless Spelling*. Hauppauge, NY: Barron's, 2006. Print.

Introduces letter patterns, vowel sounds, prefixes and suffixes, confusing words and other common spelling mistakes to beginning learners.

Elliott, Rebecca. *Painless Grammar*. Hauppauge, NY: Barron's, 2006. Print.

Introduces punctuations, spelling and sentences structure with humorous and easy-to-understand examples.

Farrell, Edith R. and C. Frederick Farrell. *Side-By-Side Spanish and English Grammar*. New York: McGraw-Hill, 2004. Print.

Presents Spanish language essentials with English language equivalents. Strengthens both English and Spanish vocabulary.

Figuerdo, D.H. and Margaret Fernández. *Complete Idiot's Guide to Para Aprender Ingles*. Indianapolis, IN: Alpha, 2003. Print.

Completely in Spanish, this guide of curriculum based learning has exercises and quizzes to boost English language comprehension skills.

Folse, Keith S., Jeanine Ivone and Shawn Pollgreen. *101 Clear Grammar Tests: Reproducible Grammar Tests for ESL/EFL Classes*. University of Michigan Press/ESL, 2005. Print.

Contains 101 grammar tests for use in English language classes. For all types of learners, from beginner to advanced.

Fontaine, Dorothy A. *Increase Your Word Power: Using Your Senses to Improve Your Vocabulary*. Hauppauge, NY: Barron's, 2007.

Program intended to increase vocabulary and learning for academic success. Each section tests speech and written skills by actively involving different senses.

Francis, Edward J. *A Year in the Life of an ESL Student: Idioms and Vocabulary You Can't Live Without*. Victoria, BC: Trafford Publishing, 2008.

Geared towards students, and focused on improving idioms and vocabulary of advanced learners.

Funk, Wilfred, and Norman Lewis. *30 Days to a More Powerful Vocabulary*. New York: Barnes & Noble, 1970.

Aimed at quick learners, step-by-step guide increases confidence when speaking and writing English.

Galván, Javier A., and Helga Schier. *Inglés Esencial Nivel Básico-Intermedio*. New York: Living Language, 2004.

Teaches conversational English including introductions to presentations; family interactions and relationships; asking for information, clothing, color and size; time; weather, seasons, months and days; sports; and daily and ongoing activities. Spanish.

Gilbert, Judy B. *Clear Speech Student's Book: Pronunciation and Listening Comprehension in American English*. 3rd ed. New York: Cambridge University Press, 2004. Print.

Teacher's resource book of quizzes and diagnostic tests with easy to photo-copy pages.

Gillett, Amy. *More Speak English Like an American: Learn More Idioms and Expressions That Will Help You Speak Like a Native!* Ann Arbor, MI: Language Success Press, 2009. Print.

Book and audio CD with over 300 American English idioms and expressions used in everyday conversation. Includes examples from American newspapers.

Gillett, Amy. *Speak Business English Like an American: Learn the Idioms & Expressions You Need to Succeed On the Job!* Ann Arbor, MI: Language Success Press, 2006. Print.

With audio CD, this book teaches American English that is used on the job and encourages career growth.

Greenberg, Michael. *Painless Vocabulary*. Hauppauge, NY: Barron's, 2006. Print.

Focused on developing vocabulary for middle school and high school students. Informal narrative includes 20 chapters, each with 15 new vocabulary words.

Gutin, Julie. *The Everything Learning Spanish Book: Speak, Write and Understand Basic Spanish in No Time*. 2nd ed. Adams Media, 2007. Print.

With audio CD, features Spanish alphabet, pronunciation and pronouns, greetings and conversation starters, and concepts focused on gender and identity.

Harris, Tim, and Allan Rowe. *Exploring English*. White Plains, NY: Longman, 1995. Print.

Student books and workbooks for beginning learners. Helps teach basic English phrases, words and activities through illustrations and text.

Harvey, William C. *Ingles Para Latinos: Primer Nivel*. Hauppauge, NY: Barron's, 2003. Print.

For teachers and students, this Spanish edition text focuses on informal conversations of normal idiomatic American English.

Henderson, Sheila. *Learning English Made Simple*. New York: Made Simple Books, 2002. Print.

Ideal for new learners, or those who look to refresh English skills. Provides information for everyday activities, such as visiting the doctor or the bank.

Hewings, Martin, and Sharon Goldstein. *Pronunciation Plus: Practice Through Interaction: North American English*. Cambridge, UK: Cambridge University Press, 1998. Print.

Student book includes pronunciation practice of English vowels, consonants, stress and rhythm, intonation, sound and grammar and pronouncing written words.

Hopper, Vincent F., Cedric Gale, Ronald C. Foote, and Benjamin W. Griffith. *Essentials of English*. Hauppauge, NY: Barron's, 2000. Print.

Fully revised writing style guide to proper written communication; includes grammar and sentence structure, punctuation, and word usage. Good for at home or in the classroom.

Hopper, Vincent F., Cedric Gale, Ronald C. Foote, and Benjamin W. Griffith. *Essentials of Writing*. Hauppauge, NY: Barron's, 2000. Print.

Classroom workbook intended for students in the beginning stages of writing English. Contains exercises and questions to reinforce confusing grammar and punctuation rules.

Jones, Darolyn E. *Painless Reading Comprehension*. Hauppauge, NY: Barron's, 2004.

Intended for middle school and high school students, this guide is especially helpful for reluctant readers. Goes over reading attitudes and patterns, reading voices, and other useful skills kids can use to get engaged in reading.

Keating, Kevin Anthony. *Grammar Wise*. Syracuse, NY: New Readers Press, 2004. Print.

Three book series designed for students in need of grammar skills; includes two workbooks and one teacher's guide. Lessons include practicing with multiple-choice questions, fill-ins, and sentence completion.

Kerns, Trish, and Patty Long. *English -- No Problem! Book Series*. Syracuse, NY: New Readers Press, 2004. Print.

Literacy workbooks for student; used for gaining critical thinking, life and communication skills. Series has books and audio CDs, levels range low to high.

Kim, Minkyong, and J.D. Hilts. *Lonely Planet Korean Phrasebook*. Footscray (Vic.): Lonely Planet Publications, 2008. Print.

Popular guide book aimed at travelers but also useful for those seeking an understanding of Korean language, vocabulary, phrases, and customs.

Kipfer, Barbara Ann, and Robert L. Chapman. *American Slang*. 4th ed. New York: Collins, 2008. Print.

Updated version contains 1,500 slang words and phrases common daily American conversation. Features pronunciation guide, word origins and examples of proper word usage.

Klippel, Friederike, and Michael Swan. *Keep Talking: Communicative Fluency Activities for Language Teaching*. Cambridge: Cambridge University Press, 2006. Print.

Guide for communication activities for students; beginner to advanced. Includes worksheets, indexes to language and alphabetical table of activities.

LearningExpress Editors. *501 Grammar and Writing Questions*. 3rd ed. New York: LearningExpress, 2006. Print.

Introduction guide to capitalization and punctuation, sentence structure, agreement, modifiers, paragraph development and essay questions. Helps develop strong communications skills through writing.

LearningExpress Editors. *Practical Spelling*. 2nd ed. New York: LearningExpress, 2006. Print.

Enhances spelling skills and builds confidence with practice exercises and problems. Slow paced, encourages learners to work at their own speed.

Leis, Andrea, and Robert Chodos. *Write All About It*. Syracuse, NY: New Readers Press, 1986. Print.

Student and teacher resource guide focuses on honing English writing skills through warm-up exercises, instruction and practice. Multiple levels for beginner to advanced.

Lewis, Marilyn, and Hayo Reinders. *Study Skills for Speakers of English as a Second Language*. Basingstoke: Palgrave Macmillan, 2003. Print.

Focused on university and college life for students whose native tongue is not English. Simple writing style gives students advice on language topics they may encounter.

Ligon, Fred, Elizabeth Tannenbaum, and Carol Richardson Rodgers. *Picture Stories: Language and Literacy Activities for Beginners*. New York: Longman, 1990.

Written for students with little to no English literacy skills, this guide tells sixteen stories dealing with American cultural topics designed to reinforce learning, listening, speaking, reading and writing.

Lim, Lida F., and Margaret C. Moran. *Organize Your Writing Series, Levels F, G, H, I, and J*. Syracuse, NY: New Readers Press, 2007. Print.

Intended for grades 6-10, series uses scaffolding instruction method to help students learn to evaluate their own writing.

MacGowan-Gilhooly, Adele M. *Achieving Fluency in English: A Whole-Language Book*. Kendall Hunt Publishing, 2008. Print.

Contemporary book with chapters focused on reading and relating to novels, writing fiction, and other introductory methods to begin writing English.

Merriam-Webster, Inc. *Webster's Business Writing Basics*. Springfield, MA: Federal Street Press, 2001. Print.

A guide to punctuation and style, business letter and memo writing, composition and word usage, mail and e-mail. Suitable for anyone trying to polish their writing skills.

Merriam-Webster, Inc. *Webster's Grammar and Punctuation Handbook: Good Grammar and Spelling Made Easy*. New York: Gramercy Books, 2006. Print.

Organized for quick-reference, this comprehensive guide to grammar goes over parts of speech, usage and spelling.

Minor, James M., Ana M. Yepes, and Zvezdana Vrzić. *Ingles Curso Completo: Nivel Basico*. New York: Living Language, 2008. Print.

In Spanish, this comprehensive program guide begins with simple words and then works up to phrases, conversations and sentences. Includes vocabulary practice, grammar reference guide, and e-mail and internet resources.

Mosteller, Lee, and Bobbi Paul. *Survival English: English through Conversations Vol. 1-3*. Englewood Cliffs, NJ: Regents/Prentice-Hall, 1994. Print.

Series of three books designed to teach English language and coping skills in adults. Recommended for beginner to intermediate learners.

Murphy, Raymond, and William R. Smalzer. *Grammar in Use Intermediate with Answers: Self-study Reference and Practice for Students of English*. 2nd ed. New York: Cambridge University Press, 2000. Print.

With audio CD, grammar guide contains simple and clear questions and answers with cartoon drawings. Intended for intermediate learners of North American English.

Newman, Christy M. *LifePrints: ESL for Adults*. Syracuse, NY: New Readers Press, 2002. Print.

Series of books, audio and video developed in literacy levels ranging from low to intermediate to high. ESL instruction that combines life experiences with language and communication skills.

Nordvall, Karl, and Hieram Weintraub. *Everyday Survival English*. Santa Fe Springs, CA: Compass Pub, 2005.

Teaches basic English vocabulary and phrases through comical story and illustration. Contains audio CD for auditory enhancement.

Pascal, Marianna. *Say It Better in English: Useful Phrases for Work & Everyday Life*. Ann Arbor, MI: Language Success Press, 2007. Print.

Real-life situations are examined through cartoon illustrations. Contains vocabulary exercises including puzzles and games.

Reynaga, Santiago. *Inglés qué Buen Acento*. Ann Arbor, MI: Language Success Press, 2005. Print.

English language course designed to solve beginner pronunciation problems and give learners a smooth accent when speaking English.

Schmidt, Dodi-Katrin, Michelle M. Williams, Dominique Wenzel, and Juergen Lorenz. *French for Dummies*. Foster City, CA: IDG Books Worldwide, 2000. Print.

Introductory guide to learning French that includes pronunciation and gestures, meeting and greeting, and a travel guide. Contains audio CD; ideal for new learners.

Smith, Bud E., and Arthur Bebak. *Crear Páginas Web Para Dummies*. Panamá: ST Editorial, 2003. Print.

Spanish edition with tips and instructions for creating webpages, including HTML coding. Ideal for new learners.

Straus, Jane. *The Blue Book of Grammar and Punctuation: An Easy-to-Use Guide with Clear Rules, Real-World Examples and Reproducible Quizzes*. San Francisco, CA: Jossey-Bass, 2008. Print.

Grammar and punctuation style guide focused on confusing words and homonyms, capitalization, and writing numbers.

Strausser, Jeffrey. *Painless Writing*. Hauppauge, NY: Barron's, 2009. Print.

Written in an entertaining and easy-to-read style, geared towards middle school and high schoolers; offers tips to improve writing skills through practical exercises.

Swick, Ed. *Practice Makes Perfect: English Grammar for ESL Learners*. New York: McGraw-Hill, 2005. Print.

Focuses on gaining practical conversation skills to be used in daily life. Features different types of exercises to help build skills and confidence when using English grammar.

Swick, Ed. *Practice Makes Perfect: English Pronouns & Prepositions*. New York: McGraw-Hill, 2005. Print.

Enforces the importance of practicing pronouns and prepositions in order to have a full understanding of English. Contains appendix of commonly used prepositions.

Swick, Ed. *Writing Better English: ESL Workbook*. New York: McGraw-Hill, 2004. Print.

Exercise and activity book to help ESL students improve English writing skills. Includes appendix of irregular verbs in the past tense and past participle.

Torres-Gouzerh, Robin. *Practice Makes Perfect: Intermediate English Grammar for ESL Learners*. New York: McGraw-Hill, 2008. Print.

Designed for students at the intermediate level; contains practice exercises for skill building and confidence boosting.

Ur, Penny. *Discussions That Work: Task-Centered Fluency*. Cambridge: Cambridge University Press, 1981. Print.

Divided into two sections, the first discussing general guidelines of discussions, the second giving examples of effective discussion skills.

Wise, Jessie, and Sarah Park. *First Language Lessons for the Well-Trained Mind*. Charles City, VA: Peace Hill Press, 2003. Print.

Step-by-step guide to implementing learning at a young age; includes writing, reading, spelling and storytelling. Good as supplemental to school materials or home schooling.

Withrow, Jean. *Effective Writing: Writing Skills for Intermediate Students of American English*. New York: Cambridge University Press, 1987.

Practice book for students and teachers who seek additional English writing skills. For intermediate learners. Includes essay questions commonly seen on tests.

Yates, Jean. *Practice Makes Perfect: English Vocabulary for Beginning ESL Learners*. NY: McGraw-Hill, 2006. Print.

Comprehensive and extensive collection of beginning English vocabulary words, including specific nouns, proper nouns, adjectives, verbs and adverbs.

Yates, Jean. *Domine lo Basico: Mastering the Basics of English for Spanish Speakers*. Hauppauge, NY: Barron's, 2003. Print.

Meant as a self-teaching guide for intermediate to advanced students of English. Logically structured and written in an easy-to-follow style.

Yates, Jean. *Pronounce It Perfectly in English*. Hauppauge, NY: Barron's, 2005. Print.

Language program designed to help students practice phonetically saying English words and listening for accuracy in speech. Includes audio CDs.

Teaching – Basic

Azar, Betty Schramper. *Basic English Grammar Student Book with Answer Key*. White Plains, NY: Longman, 2005. Print.

Student and teacher books present English as manageable and concise. Step-by-step instructions on form, meaning, and usage of basic structure and vocabulary.

Azar, Betty Schramper. *Fundamentals of English Grammar*. 3rd ed. White Plains, NY: Longman, 2003. Print.

Describes basic fundamentals of English grammar, including past and present tense, nouns and pronouns, how to ask questions and connect ideas. For beginner to advanced.

Baker, Ann. *Tree or Three?: An Elementary Pronunciation Course*. Cambridge: Cambridge University Press, 2007. Print.

Course designed to help students practice pronunciation, word stress and intonation; intended for beginners. Includes three audio CDs for listening comprehension.

Bouchard, Margaret. *Comprehension Strategies for English Language Learners*. New York: Scholastic, 2005. Print.

Practical guide for teachers of English language. Contains strategy lessons to help students read, understand and learn printed material.

Cary, Stephen. *Working with English Language Learners: Answers to Teachers' Top Ten Questions*. Portsmouth, NH: Heinemann, 2007. Print.

ESL teacher resource guide focused on how to assess student learning and progress. Includes classroom stories, discussions and reflections of experienced teachers.

Carver, Tina Kasloff. *Conversation Book 1: English in Everyday*. White Plains, NY: Pearson Longman ESL, 2006. Print.

Introduction for conversations in American English for the classroom with role-playing activities, group surveys and other real life situations that students may face daily.

Celce-Murcia, Marianne, Donna M. Brinton, and Janet M. Goodwin. *Teaching Pronunciation: A Reference for Teachers of English to Speakers of Other Languages*. Cambridge: Cambridge University Press, 1996. Print.

Teacher's manual of pronunciation lessons for ESL students, including activities for the classroom, role-playing sessions, and a self-evaluation guide.

Dang, Pink D., and Rik Ruiter. *Highway to ESL: A User-Friendly Guide to Teaching English as a Second Language*. Lincoln, NE: iUniverse, Inc, 2005. Print.

Detailed course planning with teaching tips, suggestions and troubleshooting. Ideal for a first-time teacher or those wishing to gain new classroom skills.

Folse, Keith S., and Jeanine Aida Ivone. *First Discussion Starters: Speaking Fluency Activities for Lower-Level ESL/EFL Students*. Ann Arbor: University of Michigan Press, 2002. Print.

For the beginner, this teaching guide offers a wide array of activities to help students feel comfortable with starting, maintaining or ending discussions.

Folse, Keith S., and Jeanine Aida Ivone. *More Discussion Starters: Activities for Building Speaking Fluency*. Ann Arbor: University of Michigan Press, 2002. Print.

For the intermediate to advanced student, this teaching guide offers additional activities for students seeking to gain confidence with discussions in American English.

Kendris, Theodore. *Ingles Completo Rapso Integral de la Gramatica Inglesa para Hispanohablantes/Complete English Grammar Review for Spanish Speakers*. Hauppauge, NY: Barron's, 2008. Print.

In Spanish, this grammar review book focuses on practice exercises intended to reinforce lessons. Intended for beginner to intermediate students.

McCaffery, Laura Hibbetts. *Building an ESL Collection for Young Adults: A Bibliography of Recommended Fiction and Nonfiction for Schools and Public Libraries*. Westport, CT: Greenwood Press, 1998. Print.

Basic guide on how to build a collection for young adult ESL learners in schools.

McKay, Heather, and Abigail Tom. *Teaching Adult Second Language Learners*. Cambridge: Cambridge University Press, 1999. Print.

Written specifically for teachers of adult ESL classes; focused on teaching principles and activities designed for adult learners.

Pumarega, Manuel. *Ingles en Veinte Lecciones*. Mexico: Selector, 1989. Print.

Guide to learning English in twenty lessons, written in Spanish. Focused mainly on English grammar.

Reid, Suzanne. *Book Bridges for ESL Students: Using Young Adult and Children's Literature to Teach ESL*. Lanham, MD: The Scarecrow Press, 2002. Print.

Focused on using literature as an English language teaching tool, intended for children but can also be used for teaching adults.

Stevens, Sandra. *Teach Yourself American English Complete Course*. New York: McGraw-Hill, 2004. Print.

Step-by-step guide for self-teaching pronunciation and grammar, vocabulary and English culture. Can also be used in the classroom.

Teaching – Intermediate and Advanced

Baker, Ann. *Ship or Sheep?: An Intermediate Pronunciation Course*. Cambridge: Cambridge University Press, 2006. Print.

Pronunciation course guide with an emphasis on confusing pairs. Includes exercises and activities; suitable for classroom or self-study. With or without four audio CDs.

Cook, Ann. *American Accent Training*. Hauppauge, NY: Barron's, 2000. Print.

Uses a “pure-sound” approach to teach English pronunciation for advanced ESL students.

Lester, Mark. *McGraw-Hill's Essential ESL Grammar: A Handbook for Intermediate and Advanced ESL Students*. New York: McGraw-Hill, 2008. Print.

Grammar guide for students who already have a basic understanding of English grammar. Can also be helpful for native English speakers who seek advanced grammar skills.

Muñoz, Mary Ellen. *ESL, English as a Second Language: Grammar Intermediate & Advanced*. Piscataway, NJ: Research & Education Assoc, 2007. Print.

Intermediate and advanced grammar guide with a special section related to test-taking strategies and skills. Detailed appendices and full answer keys.

Painter, Rosemary. *Conversation Starters for Intermediate ESL Students*. BookSurge Publishing, 2001. Print.

Designed to enhance listening and speaking skills in adult ESL students.

Roth, Eric H., and Toni Aberson. *Compelling Conversations: Questions and Quotations on Timeless Topics: An Engaging ESL Textbook for Advanced Students*. Los Angeles: Chimayo Press, 2006. Print.

Comprehensive guide includes 45 chapters, 500 quotations/proverbs and over 1,000 questions. Designed for non-native English speakers interested in American culture and conversation.

Teaching – Test Preparation Resources

Avants, Tim. *Ace the TOEFL Essay (TWE): Everything You Need for the Test of Written English*. Naperville, IL: Sourcebooks, 2007. Print.

Builds confidence and writing skills for TOEFL exam including essay writing tips, practice essay formats, punctuation and grammar, and sentence corrections.

Kaprov, Ronald and Steffi R. Kaprov. *Master the GED*. Lawrenceville, NJ: Thomson/Peterson's, 2009. Print.

GED prep book completely revised and updated to adhere to recent GED exam changes. Includes 3 full-length practice tests.

Mitchell, Robert, and Dolores Emery. *McGraw-Hill's Top 50 Math Skills for GED Success: Master the Essential Skills Required on the GED Math Test*. New York: McGraw-Hill, 2005. Print.

Acquire essential math skills and helps learners key in on essential points needed to pass math portion of GED. Contains pretest and comprehensive review.

Peterson's. *GED Success 2007*. Lawrenceville, NJ: Thomson/Peterson's, 2007. Print.

Study guide for GED exam with full-length practice exams; tips, skills and score boosting strategies; and calculator tips. Self-learning based.

Princeton Review. *Cracking the GED, 2011*. Princeton Review, 2010.

Fully updated version of the popular GED guide projected to help student's master test taking techniques and maximize scores with practice questions and essays.

Rockowitz, Murray, Samuel C. Brownstein, and Max Peters. *Barron's How to Prepare for the GED High School Equivalency Examination*. Hauppauge, NY: Barron's, 1995. Print.

Contains three full length practice exams and one practice diagnostic exam for the United States GED exam.

Rozakis, Laurie. *Grammar Essentials for the Pre-GED Student*. Lawrenceville, NJ: Thomson/Arco, 2003. Print.

Study guide with problems and exercises designed to get students motivated for writing portion of GED exam. For beginning learners.

U.S. Citizenship and Immigration Services. *Civics Flash Cards for the New Naturalization Test*. [Washington, D.C.]: U.S. Dept. of Homeland Security, U.S. Citizenship and Immigration Services, 2009.

Help students seeking citizenship learn U.S. history and government. Can be used as self-study or in the classroom.

Easy Readers

Heyer, Sandra. *All New Very Easy True Stories: A Picture-Based First Reader*. White Plains, NY: Pearson/Longman, 2006. Print.

Tales told in a simple manner and written in the present tense. Adapted from newspaper and magazine articles for beginning English language learners.

Heyer, Sandra. *Beyond True Stories: A High-Intermediate Reader*. White Plains, NY: Longman, 2003. Print.

True stories series about cultural expectations in new places. Thought-provoking stories for advanced readers.

Heyer, Sandra. *Easy True Stories: A Picture-Based Beginning Reader*. White Plains, NY: Longman, 1994. Print.

Simply told, true-life, hard to believe stories. To be used as a first reader for students with modest English language experience.

Heyer, Sandra. *More True Stories: A High-Beginning Reader*. White Plains, NY: Longman, 2009. Print.

Simply told, true-life, hard to believe stories. To be used as a first reader for students with advanced English language experience.

Heyer, Sandra. *True Stories in the News: A Beginning Reader*. White Plains, NY: Longman, 2008. Print.

True news stories adapted for the beginning reader to gain fluency in English. To be used as a first reader for students new to English.

Heyer, Sandra. *Very Easy True Stories: A Picture-Based First Reader*. White Plains, NY: Longman, 1998. Print.

More true, hard to believe stories adapted from newspaper and magazine articles with pictures. To be used as a first reader for students new to English.

New Readers Press. *Easy Reader Biography Series: Rose Parks, Harriet Tubman, Nelson Mandela, Cesar Chavez, David Suzuki, Jane Goodall, Mother Teresa, Martin Luther King, Jr., The Famous Five, and Louis Reil*. Syracuse, NY: New Readers Press. Print.

Biography set of ten fascinating people who have significantly impacted history. Each book contains glossary and discussion questions to reflect on text and themes.

Pageturners Detective Complete Set. Saddleback Educational Publishing. Print.

Easy reader set of 25 titles for the struggling reader. Each 80 page story involves culturally diverse themes and ends with strategy, vocabulary and comprehension tests.

Pageturners/Spy Set. Saddleback Educational Publishing. Print.

Easy reader set of 5 books for the struggling reader. Each 80 page story involves culturally diverse themes and ends with strategy, vocabulary and comprehension tests.

Novels

Albom, Mitch. *Tuesdays with Morrie: An Old Man, a Young Man and Life's Greatest Lesson*. New York: Random House, 1997. Print.

Popular novel based on the true story of Morrie Schwartz and his regular Tuesday meetings with author Albom.

Girzone, Joseph F. *Joshua: A Parable for Today*. New York: Touchstone, 1987. Print.

Best-selling inspirational classic about a simple man named Joshua living in modern times and dealing with his surrounding community.

Girzone, Joseph F. *Joshua and the Children*. New York: Simon & Schuster, 1989. Print.

Sequel to *Joshua*, this story revolves around Joshua's attempts to bring peace to the children of his community.

Girzone, Joseph F. *Joshua and the Shepherd*. New York: Simon & Schuster, 1990. Print.

Part of the best-selling inspirational series about Joshua and a shepherd.

Girzone, Joseph F. *Joshua's Family*. New York, Doubleday, 2007. Print.

Prequel to *Joshua* that imagines Joshua's childhood in modern times.

Morgan, Mario. *Mutant Message Down Under*. New York, HarperCollins, 2004. Print.

Best-selling novel about an American doctor's experience on an Australian walkabout. Part spiritual journey, part myth.

Redfield, James. *Celestine Prophecy: An Adventure*. New York: Warner Books, 1993. Print.

Popular novel about a man who tracks down an ancient Peruvian manuscript and finds insights about life along the way. First book in a series.

Redfield, James. *Secret of Shambhala: In Search of the Eleventh Insight*. New York: Warner Books, 1999. Print.

Adventure and spiritual story about a man traveling to Tibet to find insights. Third book in the series.

Tolle, Eckhart. *Stillness Speaks*. Vancouver: Namaste Pub, 2003. Print.

Inspirational book about how to live a peaceful life by calming thoughts and finding spiritual guidance.

Warren, Rick. *Una Vida con Propositos*. Miami: Editorial Vida, 2002. Print.

Spanish version of the best-selling novel about God's eternal purpose and finding the meaning of life.

Children's Books

Anderson, Hans Christian and Jerry Pinknet. *The Ugly Duckling*. New York: Morrow Junior Books, 1999. Print.

Illustrated adaptation of the popular fable about an ugly duckling finding its family.

Buffa, Liz. *Grammar Smart Junior: Good Grammar Made Easy*. 3rd ed. New York: Random House, 2008. Print.

Chapters focus on item names, sentence structure, and punctuation. Presents English language learning as approachable; includes list of commonly confusing and misused words.

Desclot, Miguel. *Sleeping Beauty/La belle Durmiente: A Bilingual Book*. Vancouver, BC: Chronicle Books, 2003. Print.

Spanish edition of the classic children's fairy tale Sleeping Beauty, about a sleeping girl who must await her Prince's magical kiss.

Goodman, Marlene. *Let's Learn English Picture Dictionary*. McGraw-Hill, 2003. Print.

Large and colorful illustrated dictionary works as an introduction to common English words including people, places, actions and objects.

Las Flores de Dona Flora. Celebration Press, 1999. Print.

Spanish version of the story about the inhabitants of the pampa salitrera and their quest time find a better life.

McPhell, David. *Big Brown Bear/El gran osopardo*. Harcourt School Publishers, 2007. Print.

Spanish edition of the classic children's story about Big Brown Bear and his adventures with Little Bear. Enforces learning through repetition.

Orihuela, Luz. *Cenicienta/Cinderella*. Scholastic, 2007. Print.

Classic story of the poor girl who's life is changed by her fairy godmother and a glass slipper. Spanish edition.

Keyes, Joan Ross. *Oxford Picture Dictionary for Kids English/Spanish*. Oxford University Press, 1998. Print.

Bilingual children's edition features over 4,000 words and phrases in English and Spanish. Fully illustrated for additional comprehension.

Priddy, Roger. *Bilingual Chunky 1st Words*. New York: St. Martin's Press, 2005. Print.

Each spread is illustrated with words and animals or objects. Ideal for very young children.

Rey, H.A. *Jorge el Curioso/Curious George*. New York: Houghton Mifflin, 1990. Print.

The popular story about a monkey and his curious adventures. Spanish edition.

School Specialty Publishing. *I Can Learn Spanish and English*. Brighter Child, 2006. Print.

Early study and teaching guide intended for elementary school age children. Includes lessons on vocabulary, cursive, addition, multiplication, and time.

Seuss, Dr. *Eres tu mi Mama?/Are You My Mother?* New York: Random House, 1967. Print.

Famous author Dr. Seuss's story about a confused young bird looking for its mother. Beginning book with rhyming will positively challenge readers speaking skills.

Seuss, Dr. *El Gato en el Sombrero/The Cat in the Hat*. New York: Random House, 1995. Print.

Dr. Seuss's best known story about children and their adventures with the cat in the hat. Beginning book with rhyming will positively challenge readers speaking skills.

Seuss, Dr. *Huevos Verdes con Jamon/Green Eggs & Ham*. New York: Sagebrush Education Resources, 1999. Print.

Popular Dr. Seuss beginning book about eating green eggs and ham. Beginning book with rhyming will positively challenge readers speaking skills.

Vocalis ltd. *Word Town / Las Palabras del Pueblo: Basic English-Spanish Vocabulary*. 2001. Print.

English and Spanish vocabulary taught through real life town scenes, like a school, library and hospital. For the beginning learner.

Wallace, Karen. *Born to be a Butterfly*. New York: Dorling Kindersley, 2000. Print.

About the transformation from a caterpillar to a Red Admiral Butterfly. For children just beginning to read.

Zinczenko, David and Matt Goulding. *Eat This Not That For Kids*. New York: Rodale, 2008. Print.

Eating guide covering best and worst food options for growing children. Includes nutritional tips and detailed analysis of supermarket and restaurant foods.

Parenting Resources

Cousins, Lucy. *El Primero Año del Bebe/ The Baby's First Year*. Serres Ediciones SI, 2007. Print.

Guide of what to expect the first year after a baby is born. Spanish edition; published in association with the American Pediatric Society.

New Reader's Press. *From Home to School: Stories and Activities for Parents Vol. 1 and 2*. New Reader's Press, 2005.

Two volume series for parents and their children. Contains activities that children can do from home and at school.

Stewart, Deborah D. *Mi bebe y yo: Una guia esencial para el embarazo y el cuidado de tu recién nacido*. Bull Publishing Company, 2008. Print.

An essential guide to prenatal care, nutrition, and lifestyle choices for expecting mothers. Includes checklist, glossary and additional resources. In Spanish.

Stone, Joanne, et al. *Embarazo para Dummies/Pregnancy for Dummies*. Hoboken, NJ: Wiley Publishing, 2007. Print.

Spanish edition of the popular book for expectant mothers. Includes testimonials from mothers and doctors.

Citizenship Materials

Alesi, Gladys. *U.S. Citizenship Test*. Hauppauge, NY: Barron's, 2005. Print.

Updated manual with resources on passing the United States citizenship test. Includes exercises, explanations, and review of U.S. history, government and geography.

Bray, Illona. *Becoming a U.S. Citizen: A Guide to the Law, Exam, and Interview*. Berkley: Nolo, 2004. Print.

Extensive guide on the laws around U.S. citizenship, passing the exam, and acing the interview. Clear explanations of complex laws.

Cortés Jr, Luis. *A Simple Guide to U.S. Immigration and Citizenship*. Atria, 2008. Print.

Guide designed to answer common questions about U.S. citizenship.

Hilgeman, Karen. *McGraw-Hill's U.S. Citizenship Test with DVD*. New York: McGraw-Hill, 2009. Print.

Essential study guide to the United States Citizenship Test with sample questions, current exam facts, and a step-by-step preparation program.

Learning Express. *Pass the U.S. Citizenship Exam*. LearningExpress, 2008. Print.

Comprehensive guide to the recently updated U.S. citizenship exam. Written in easy-to-read English for students of all levels.

New Reader's Press. *Citizenship Passing the Test Series*. New Reader's Press, 2008. Print.

Detailed series of books and audio CDs designed to present visuals, text and audio to cater towards all types of learners seeking help with the U.S. citizenship test.

Schell, Debbie M., Richard E. Schell and Kurt A. Wagner. *Become a U.S. Citizen*. Sphinx, 2007. Print.

Start to finish guide to completing the entire process of becoming a U.S. citizen.

Vasic, Ivan. *The Immigration Handbook: A Practical Guide to United States Visas, Permanent Residency and Citizenship*. McFarland, 2008. Print.

Handbook written in a readable form details every step to gaining citizenship, from obtaining a visa, to residency, to full citizenship. Includes list of important websites.

Daily Life

Agatston, Arthur S. *La Dieta South Beach*. Emmaus, Pa.: Rodalestore, 2004.

Spanish edition of the popular diet book designed to cut simple carbohydrates and focus on a high-fiber diet.

Austin, Denise. *Pilates Para Todos*. México, D.F.: Alamah Visual/Santillana Ed, 2003. Print.

Pilates exercise guide to sculpt and strengthen body through yoga-like exercises without stress or strain.

Bassols, Isabel Gomez. *Los 7 Pasos Para el Exito en la Vida*. Fonolibro Inc, 2009. Print.

Popular guide to the seven steps to success in life, including advice on: healthy living, meeting goals, financial success, and time management.

Beckwith, Harry. *You, Inc: The Art of Selling Yourself*. New York: Warner Business Books, 2007. Print.

Guide to improving self-confidence and prepping yourself for a successful career. Motivational lessons on making good first impressions, selling yourself and persuasive speeches.

Capon, Brian. *Botany for Gardeners*. Portland: Timber Press, 2005. Print.

Detailed writing and colorful illustrations detail this introduction to botanical science and gardening. For beginners or advanced gardeners.

Claire, Elizabeth. *American Manners and Customs: A Guide for Newcomers*. Eardley Publications, 2004. Print.

Culture awareness text with information on manners, gestures, and customs typically used in America. Recommended for beginner to intermediate students.

Crocker, Betty, and Betty Crocker. *Cocina Betty Crocker: Recetas Americanas Favoritas en Español e Inglés*. Hoboken, N.J.: Wiley Pub, 2005. Print.

Bilingual version of the popular American cooks recipe book. In Spanish and English.

Darby, Michele Leonardi. *Mosby's Comprehensive Review of Dental Hygiene*. St. Louis, Mo: Mosby Elsevier, 2006. Print.

Comprehensive guide to the dental hygiene board exam. Easy-to-use study guide contains practice exam, question and answer section, and detailed chapters on oral health care.

deSzendeffy, John. *For Here or To Go?* Ann Arbor: University of Michigan Press, 1997. Print.

Collection of essays of first-hand encounters with experiencing American culture as an ESL student. Contains pre- and post- reading activities.

Dougherty, Craig and Robert Emigh. *The ESL Safety Book*. Lewistown, New York: Full Blast Productions, 2001. Print.

Fifty unit reading and discussion text for learners at the beginning level. Information on smoke alarms, first aid, swimming pools, and other safety tips.

Firsten, Richard. *Men Can Get Embarrassed, Too!: Confusing English Vocabulary for Spanish Speakers*. Burlingame, CA: Alta Book Center, 2000. Print.

Humorous guide to confusing vocabulary words mainly focused on cognates. Ideal for Spanish or English language learners.

Gookin, Dan. *PCs for Dummies*. Hoboken, NJ: Wiley Pub, 2003. Print.

Beginners guide to fundamentals of personal computers (PCs); written in an easy-to-understand way, using humor and wit.

Grant, Linda. *Well Said: Pronunciation for Clear Communication*. Boston: Heinle & Heinle Publishers, 2001. Print.

Pronunciation guide designed to enhance communication skills in social, academic, professional and business settings.

Hancock, Mark. *Pronunciation Games*. Cambridge: Cambridge Univ. Press, 2008. Print.

Fun guide for beginner to intermediate students. Includes games on word stress, intonation, and pronunciation.

Haynes, Janette. *American Handwriting: Slow and Easy*. McHenry, IL: Delta, 2000. Print.

Step-by-step handwriting resource guide for those just beginning to write English.

Ingles Para Conversar: Hable Bien Ingles para Siempre. Inglés en 100 días. Miami, FL: Aguilar, 2007. Print.

Conversational English course designed to be taught in 100 days. Contains over 1,500 expressions and dialogue used in real-life situations.

Jablon, Paula M., and Ellen E. Vacco. *At Work in the U.S.: Readings and Language for Job Success.* Syracuse, NY: New Readers Press, 2003. Print.

Guide to successful job strategies and language skills to use on the job.

Lasater, Judith. *30 Essential Yoga Poses: For Beginning Students and Their Teachers.* Berkeley, CA: Rodmell Press, 2003. Print.

Guide for new yoga students or teachers with poses, variations and breathing guide. Includes full images for additional guidance.

Lobb, Nancy. *150 Job Application Words: Flash Cards, Tests, and Worksheets.* J Weston Walch, 1991. Print.

Detailed resource guide of recommended vocabulary words to be and not to be used on job applications.

New Reader's Press. *Across the U.S.: Student Book and Teacher's Guide.* Print.

State-by-state reading and pronunciation activities.

New Reader's Press. *American Lives: Levels 1-3 and Teacher's Guide.* Print.

Beginner, intermediate and advanced level books on famous Americans.

New Reader's Press. *At Work in the U.S.: Student Book, Audio CD, and Teacher's Guide.*

Audio and visual learning series designed to build communication skills needed at work.

New Readers Press. *English in Context Series.* Print.

Reading comprehension, grammar and usage, vocabulary, capitalization and punctuation.

New Readers Press. *From Home to School.*

Equip learners with the language skills they need to be actively involved in the lives of their school-age children.

New Readers Press. *Health Stories (Levels 1 – 3)*. Print.

Readings and language activities to help adults navigate the U.S. health care system.

New Readers Press. *Key Vocabulary for a Safe Workplace: Student Book, Teacher’s Guide and Photocopy Masters*. Print.

Three book series designed to teach vocabulary to reduce stress, accidents and injuries on the job. High-beginner to low-intermediate.

New Readers Press. *Life Goes On (Levels 1 – 4)*. Print.

Everyday life themes are consistent across levels, making these books ideal for multi-level classrooms.

Penrod, Glen Alan. *Touchy Situations: A Conversation Text for ESL Students*. McHenry, IL: Delta Pub. Co, 2002. Print.

Guide of conversational strategies for students unfamiliar with English.

Penruddocke, Andrea, and Christopher A. Warnasch. *English for the Real World*. New York: Living Language, 2004. Print.

Basic English course focusing on comprehension and confidence in language used in daily situations, including expressions and slang.

Piñeiro, Carol. *English for New Americans: Everyday Life*. New York, NY: Living Language, 2005. Print.

Basic English course focusing on comprehension of everyday activities and confidence in everyday life. Workbook designed to be used with accompanying video.

Piñeiro, Carol. *English for New Americans. Health, Home, and Community*. New York: Living Language, 2005. Print.

Basic English course focusing on comprehension and confidence in home, health and community activities. Workbook designed to be used with accompanying video.

Piñeiro, Carol, Raquel Ortiz, and Andrei Campeanu. *English for New Americans. Work and School*. New York, NY: Living Language, 1999. Print.

Basic English course focusing on comprehension and confidence in work and school activities. Workbook designed to be used with accompanying video.

Raifsnider, Barbara, Christopher A. Warnasch, and Shaina Malkin. *Getting Ahead in the U.S.* New York: Living Language, 2007. Print.

Basic English course focusing on building English vocabulary, pronunciation and grammar to help when seeking work, doing taxes, or other necessary activities.

Rathbone, Andy. *Windows XP for Dummies*. Hoboken, NJ: Wiley Pub, 2004. Print.

Guide includes reference information on basic functions of Windows XP software. For beginners.

Reader's Digest Association. *New Fix-It-Yourself Manual*. Pleasantville, NY: The Reader's Digest Association, 1996. Print.

Step-by-step guide to home repairs. Includes full color images, charts, and diagrams to help with projects.

Reynolds, Sana and Deborah Valentine. *Guide for Internationals: Culture, Communication and ESL*. Prentice Hall, 2007. Print.

Resource guide to understanding American culture, communication, business writing, novels and films.

Southwestern Press. *Hable Ingles en el Trabajo*. Carlsbad, CA: Southwestern Press, 2007. Print.

Bilingual guide to speaking English on the job, and specially catered towards housekeepers, construction workers and landscapers.

Stafford-Yilmaz, Lynn, and Lawrence J. Zwier. *English for Work Activities. A Picture Process Dictionary Workbook*. Syracuse, NY: New Readers Press, 2004. Print.

Everyday workplace language dictionary and guide for beginning ESL learners, including pictures of common terms.

Stempleski, Susan, Alison Rice, and Julia Falsetti. *Getting Together: An ESL Conversation Book*. San Diego: Harcourt Brace Jovanovich, 1986. Print.

Conversation resource guide designed with activities for pairs of groups; covers getting acquainted, small talk, and various other conversation starters and topics.

Vacco, Ellen E., and Paula M. Jablon. *Conversations for Work*. Syracuse, NY: New Readers Press, 2007. Print.

Detailed guide for beginning ESL students on how to develop language skills that will be helpful for them in job situations.

Wang, Wally. *Office XP for Dummies*. New York: Hungry Minds, 2001. Print.

Office XP guide for Microsoft Word, Excel, PowerPoint, Outlook, Access, and FrontPage (2002). For beginners.

Wright, Andrew, David Betteridge, and Michael Buckby. *Games for Language Learning*. Cambridge: Cambridge University Press, 2006. Print.

Games for ESL students to challenge pronunciation, grammar and communication skills. Great resource for beginning learners.

Magazines

Bon Appétit

Cooking Light

Diabetic Cooking

Everyday Food

Good Housekeeping

Ladies Home Journal

Newsweek

Nick Magazine

U.S. News and World Report

Women's Day

Working Mother

People Magazine en Espanol

People Magazine

Historical

10 fascinating people: Nelson Mandela, David Suzuki, Jane Goodall, Mother Teresa, Martin Luther King, Jr., The Famous Five, Louis Riel, Cesar Chavez, Rosa Parks, Harriet Tubman

American History DVD Collection: US Flag; US Constitution; Immigration to the US; Equal Rights for All; and Early Settlers.

Bilingual Library of the United States of America Series. Rosen Publishing, 2006. ISBN: 9781404275676. Print.

Includes all 50 States. Grade 2 reading level, interest level grades 3-6.

Garner, Paul. *Porfirio Diaz*. Longman, 2001. Print.

Biography of the general and President of the republic of Mexico.

Hickman, Christopher L. *United States of America Fact Book*. 1st World Library, 2006. Print.

Comprehensive fact book with information regarding the 50 states, important historical documents, anthems, and the presidents.

McWhirter, Ross. *The Guinness Book of Records*. London: Superlatives Ltd, 2010.

Spanish edition of the popular bizarre and inspirational record book.

DVDs/CDs

Conversation Pieces for Improving ESL Communication, by Vocalis Ltd, 2006. DVD.

Scenes contain words related to everyday situations. Each word is repeated with a scrolling text and audio track for listening comprehension.

Culture Clips Series: Immigration and Citizenship, Job Skills, Community Building, U.S. Cultures and Customs, Living in the United States. DVD.

Five DVD set for intermediate students. Focuses on short clips that address life situations and how to deal with cultural differences.

EASY, the ESL Series: The Beginner Series, Community Essentials, at Work: Service & Hospitality. DVD.

Video series designed to teach students English in an easy way, whether beginning student, intermediate in the community, or advanced worker.

English Interactive for Beginners, but California Language Laboratories. Available in: Arabic, Cantonese, Hindi, Japanese, Korean, Mandarin, Russian, and Vietnamese. DVD.

Interactive set of 2 DVDs for adults of children. Practice sentences, spoken translation and easy narration allow users to follow along at their own pace and learn life skills.

English on your own by Video Language.

20 DVD set intended for self-learners of English. Also can be used as a supplement to classroom learning.

Exitto en el norte/Success in the U.S.: Primera Fila (CD), *Mis Duetos* (DVD) by Experience Education.

Educational Spanish language CD and DVD series designed for Latino immigrants to improve language and cultural barriers while living in the United States.

Mis Duetos by Vicente Fernandez. Sony International, 2005. Audio CD.

Vincente Fernandez's CD of upbeat duets with various recording artists.

GED Complete Series by Karl Weber, released by Video Aided Instruction, 2004. DVD.

Six volume DVD set provides comprehensive information on every aspect of the GED exam, including: Language Arts Reading, Language Arts Writing, Mathematics, Science, Social Studies and Calculator Essentials.

Ingles Movil (Ingles en 100 dias) by Aquilar. Audio CD.

Audio CDs for those on-the-go; designed for students to listen and repeat to gain sense of pronunciation and inflection.

Inglés sin Barreras by Lexicon, 2006. DVD.

English without barriers is a best-selling, 12 volume DVD set designed for Spanish speakers learning English. Ideal for students learning at home.

Ingles Sin Esfuerzo by Mc-Graw Hill, 2005. Audio CD and print.

Book and three CD set for English language comprehension of over 1,000 words. In Spanish.

Perfect English Pronunciation by Don Novey and Eileen C. Cowin. Ecco Communications, 1991. DVD.

Series consists of two 60 minute DVDs on how to pronounce the 25 consonance sounds and the 21 vowel sounds and diphthongs of American English.

Rock Talk and the Vowel Sounds: Music Creating Language Experience by Jenny Redding, Chas Ferry, and Roy Scoutz. Rock Talk, 2005. Audio CD.

Uses pop/rock hits to implant melodies and words into student's heads and start them thinking about vowel sounds and intonation, rhythm and grammatical structure.

Spanish for the Construction Trade by Barron's. Audio and print.

Text and two supplemental audio CDs designed for contractors, subcontractors, and others in the constructions industry. Builds bilingual vocabulary with true-life situation and pronunciation guide.

English as a Second Language by Standard Deviants, 2004. DVD.

12 set DVD series; each 30-minute video covers a different part of speech, including pronouns, prepositions and adjectives.

Spanish/English by Vocabulearn. Audio CD.

12 CD set designed to take basic vocabulary and simple expressions to an advanced level.

U.S. 100: Your Road to Passing the U.S. Citizenship Test by Erica Perez de Jennings. DVD.

Video contains information on passing the more current U.S. Citizenship test. Content provided by the United States Citizenship and Immigration Service.

Materials Developed by Libraries

Contract with Intercambio de Comunidades

Developed materials (books and workbooks) specific to their program and designed to be used by their trained volunteer teachers. The textbooks, which include listening CDs, provide interactive, practical life skills-based lessons for each of Intercambio's twelve levels and are the basis of each class or lesson.

DVD Video Film Master

Created educational film about the library system and how to use the library (with 9 DVD copies of film, 10 film cases and 1 podcast for website).

Library brochure (w/ graphic artist) in Spanish

Focused on library literacy, called *Bienvenido a su Biblioteca*.

Manual for Teaching English as a Second Language

(Available at: www.clarke.public.lib.ga.us/pinewoods/eslmanual.html)

Video tour of Wauconda Area Public Library (Wauconda, IL)

One library tour version in English and one in Spanish.

Software and Technology

1 cart to hold w/ recharge station.

4 desktop computers.

19 Dell Laptop PC's.

Decimals made Easy: Sports Math by Dorling Kindersley.

Dr. Schueler's Corner Drugstore by Softkey.

English for Dummies: Interactive lessons on CD-ROM by Vivendi Universal.

The English, Yes! Series by McGraw-Hill.

ESL Toolkit: An ESL Collection by Vocalis Ltd.

Fractions made Easy: Sports Math by Dorling Kindersley.

Google Small Biz Home Page Internet Portal by Google.

Grocery Store: CD-ROM.

Headphones and Microphones.

I Can Speak Spanish: Now learning Spanish is Fast, Fun & Easy! by Transparent Language.

I love Math! by Dorling Kindersley.

I love Science! by Dorling Kindersley.

Instant Immersion English V3.0 by TOPICS Entertainment.

Instant Immersion ESL by TOPICS Entertainment.

Math Advantage 2008 by Encore.

Mavis Beacon Teaches Typing by Encore.

Mavis Beacon's Typing, Spanish Edition by Encore.

Microsoft Bundle by Microsoft.

Microsoft Works 9.0 by Microsoft.

The Side by Side Series by Molinsky and Blis.

Networking Server.

The Oxford Picture Dictionary Interactive by Oxford University Press.

Rosetta Stone English Level I, II and III by Rosetta Stone.

Tell Me More by Auralog.

Tell Me More Kids English by Auralog.

Tell Me More Premium by Auralog.

Ultimate Phonics Reading Program by Spencer Learning.

Windows XP Professional by Microsoft.

Winway Resume Deluxe by Nova Development US.

Word Town: Basic English Vocabulary by Vocalis Ltd.

Writing Tutor (Revised) by Simon & Schuster Interactive.