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The test of English as a foreign language, or TOEFL test for short, is one that measures the test taker's English proficiency when English is not their first language. If you are planning to go to college or if you want to earn a professional certificate, it is important to show admissions advice and licensing boards that you possess the English skill needed to both understand and speak the English language in class or in your profession. For those who are in the process of registering for the exam, preparation is key. When you review the test structure, the content of the test, and study tools and materials, you can improve your chances of scoring at advanced skill level. Read on, and find out what types of study materials and tools you can use as you continue your journey to prove that you are skilled even though you are not a native English speaker. What is the structure of the TOEFL Exam? You may understand that TOEFL measures your ability to speak and understand English, but how does the test do this? Knowing how the exam is structure is crucial when you want to go into your test date safe and ready. This is why you should start the preparation process by learning about the structure and content of the test. Unlike other entrance exams, you will be tested on all four skills in a single session. This means that you must be able to show that you are a skilled listener, reader, speaker and author. The reading part of the test will make you read academic passages and then answer questions related to the text. The listening part involves listening to the media at lectures and conversations and then answering. In the speaker section you will be asked to express your opinion on specific topics. In the end, you will need to fill out a writing section where you need to convey your opinion in terms of essay answers. What kind of preparation tools can you use for success? It's never too early to start preparing for your test. If you are not quite sure where to start, the Educational Test Service, which is the body that administers the test, offers a wide variety of materials and tools. If you think you need to freshen up your skills, you can start by using the English skill building tool. If you want to measure your level or familiarize yourself with content, you can take the Online practice test. With this tool, you can take the practice test anywhere until you get a point that you're comfortable with. For those who are not satisfied with their scores, there are preparation courses that can be used to guide you on the right course of study. There are a number of skill levels that you can score on the test. You need to measure where you are and where you want to be before you even have a test date registered. When you feel ready, you can schedule your test and then the final prepping days until the day. Use all of the preparation tools and you can get a high level score on your TOEFL test. An essay containing 200 words is limited in length, requiring between three and five paragraphs depending on the sentence structure and vocabulary used. An essay is a short paragraph to write about a particular topic. The number of pages used for a 200-word essay varies based on the font and spacing used. A typed piece may require only one page, while a handwritten piece may require multiple pages. It is important to outline a topic before beginning such a short essay to ensure that the points to be covered are clear. In addition, concise introduction and conclusions pieces are important for an effective short essay. Writing an essay can be a difficult enough task as it is; write it a language that is your first language is even more difficult. If you are taking TOEFL or TOEIC and need to complete a written assessment, then read these instructions to organize a large five-point essay in English. This first paragraph, consisting of 3-5 sentences, has two purposes: grab the reader's attention, and gives the most important point (thesis) of the entire essay. To get the reader's attention, your first sentences are key. Use descriptive words, an anecdote, a striking question or an interesting fact related to your subject to draw the reader in. To enter your main point, your last sentence in the first paragraph is the key. Your first sentences of the introduction basically introduce the topic and take the reader's attention. The last sentence of the introduction tells the reader what you think about the assigned topic and lists the points that you should write about in the essay. Here's an example of a good introductory point considering the topic, Do you think teens should have jobs while they're still students?: I've been working ever since I was twelve. As a teenager, I cleaned houses for my family members, made banana splits at an ice cream parlor and waited for tables at various restaurants. I did it all while making a pretty good score average at school too! I definitely think teenagers should have jobs while they are still students because a job teaches discipline, earns them money for school, and keeps them out of trouble. Once you have given your thesis, you must explain yourself! The thesis in the example introduction was I definitely think teenagers should have jobs while they are still students because a job teaches discipline, earns them money for school, and keeps them out of trouble. The task of the next three paragraphs is to explain the points in the thesis using statistics, examples from your life, literature, news or other places, facts, examples and anecdotes. Point two: Explains the first point from your thesis: Teens should have jobs while they are still students because a job teaches discipline. Point three: Explains the second point from your thesis: Teens should have jobs while they are still students because a job earns them money for school. Point four: Explains the third point from your thesis: Teens should have jobs while they are still students because a job keeps them out of trouble. In each of the three paragraphs, your first sentence, called the topic sentence, will be the point you explain from your thesis. After the subject judgment, write 3-4 more sentences explaining why this fact is true. The last sentence should transition you to the next topic. Here's an example of what paragraph two would look like: First, teens should have jobs while they're still students because a job teaches discipline. When I worked at the ice cream shop, I had to show up every day on time or I'd be fired. It taught me to keep a schedule, which is a big part of learning discipline. When I cleaned the floors and washed the windows of my family members' homes, I knew they would check me out, so I worked hard to do my best, which taught me an important aspect of discipline, which is thoroughness. But being disciplined is not the only reason why it is a good idea for teenagers to work during school; it can also take in the money! After writing the introduction, explained your main points in the body of the essay, transitioning nicely between them all, your last step is to finish the essay. The conclusion, which consists of 3-5 sentences, has two purposes: to summarize what you have indicated in the essay, and leave a lasting impression on the reader. To summarize, your first sentences are key. Rõna the three major points of your essay in different words, so that you know that the reader has understood where you stand. To leave a lasting impression, your last sentences are key. Leave the reader with something to consider before the paragraph ends. You can try a quote, a question, an anecdote, or simply a descriptive sentence. Here's an example of a conclusion: I can't speak for anyone else, but my experience has taught me that having a job while being a student is a very good idea. Not only does it teach people to have character in their lives, it can give them the tools they need to succeed as money for college tuition or a good reputation. Sure, it's hard to be a teenager without the added pressure of a job, but with all the benefits of having one, it's too important not to make the sacrifice. As Mike would say, just do it. Writing an essay is like making a hamburger. Think of the introduction and conclusion as a bun, with the flesh of your argument in between. The introduction is where you will enter your thesis, while the conclusion summarizes your case. Both should not be more than a few sentences. The body of your essay, where you to present facts to your position, must be much more comprehensive, usually three pieces. Like making a hamburger, writing a good essay takes preparation. Let's get started! Think of a hamburger for a moment. What are its three main components? There's a bun on top and a bun on the bottom. In the middle you will find the hamburger itself. So what does that have to do with an essay? Think of it this way: The top bun contains your introduction and subject statement. This point begins with a hook, or factual statement designed to capture the reader's attention. It is followed by a thesis statement, a statement that you intend to prove in the body of the essay that follows. The flesh in the middle, called the body of the essay, is where you should offer evidence to support your subject or thesis. There should be three to five pieces in length, each offering a main idea backed by two or three statements of support. The bottom bun is the conclusion, which summarizes the arguments you have made in the body of the essay. Like the two pieces of a hamburger bun, the inclusion and conclusion should be similar in tone, short enough to convey your subject, but significant enough to frame the question that you should articulate in the flesh, or the body of the essay. Before you can start writing, you need to choose a topic for your essay, preferably one that you are already interested in. Nothing is harder than trying to write about something you don't care about. Your topic should be broad or plain enough that most people will know at least something about what you are discussing. Technology, for example, is a good topic because it's something we can all relate to in one way or another. Once you have selected a topic, you must limit it to a single thesis or central idea. The thesis is the position you take in relation to your subject or a related question. It should be specific enough that you can strengthen it with just a few relevant facts and supportive statements. Think of a question that most people can relate to, for example: Technology is changing our lives. Once you have chosen your subject and thesis, it is time to create a roadmap for your essay that will guide you from introduction to conclusion. This map, called an outline, serves as a diagram for writing each paragraph of the essay, listing the three or four most important ideas that you want to convey. These ideas do not need to be written as complete sentences in the outline; that's what the actual essay is for. Here's a way to chart an essay on how technology is changing our lives: Introductory Piece Hook: Statistics on HomeWorkersThesis: Technology Has Changed WorkLinks to Key Ideas to Be Developed in The Essay: Technology Has Changed Where, How and When We Work Body Piece In Main Idea: Technology Has Changed Where We Can WorkSupport: Working on the Road +Support: Working From Home + Examples Body Punkt II Huvudtanke: Teknik har förändrat hur vi arbetarSupport: Teknik tillåter oss att göra mer på egen hand + exempel på multitaskingSupport: Teknik tillåter oss att testa våra idéer i simulering + exempel på digital väderprognoserKonclusion Organ Stycke III Huvudtanke: Tekniken har förändrats när vi arbetarStöd: Flexibla arbetsscheman + exempel på distansarbetare som arbetar 24/7Support: Teknik tillåter oss att arbeta när som helst + exempel på människor undervisning online från homeConclusion Avslutande Stycke Översyn av huvudidéer av varje styckeRestatement of thesis: Teknik har förändrat hur vi arbetarConcluding tanke: Teknik kommer att fortsätta att förändra oss Observera att författaren använder endast tre eller fyra huvudidéer per stycke, var och en med en huvudidé, stödande uttalanden, och en sammanfattning. Once you've written and refined your outline, it's time to write the essay. Start with the introductory paragraph. This is your opportunity to link the reader's interest in the very first sentence, which can be an interesting fact, a quote, or a rhetorical question, for example. After this first sentence, add your thesis statement. The thesis clearly indicates what you hope to express in the essay. Follow it with a sentence to introduce your body pieces. This not only gives the essay structure, but it also signals to the reader what is to come. For example: Forbes magazine reports that one in five Americans work from home. Does that number surprise you? Information technology has revolutionised the way we work. Not only can we work almost anywhere, we can also work at any time of the day. The way we work has also changed greatly with the introduction of information technology in the workplace. Notice how the author uses a fact and addresses the reader directly to catch their attention. Once you have written the introduction, it is time to develop the meat of your thesis into three or four pieces. Each should contain a single main thought, after the outline you prepared earlier. Use two or three sentences to support the main idea, referring to specific examples. End each paragraph with a sentence that summarizes the argument you made in the paragraph. Let's consider how the place of where we work has changed. In the past, workers had to commute to work. Nowadays, many people can choose to work from home. From Portland, Ore., to Portland, Maine, you'll find employees working for companies that are hundreds or thousands of miles away. The use of robotics to manufacture products has also led to employees spending more time behind a computer screen than on the production line. Whether it's in the countryside or in the city, you'll find people working everywhere they can get online. No wonder we see so many people who in cafes! In this case, the author continues to directly address the reader while offering examples of their claim. The summary paragraph summarizes your essay and is often a reversal of the introductory paragraph. Start the summary paragraph by quickly recalculating the most important ideas in your body pieces. The penultimate (penultimate) sentence should re-mean your basic thesis of the essay. Your final statement may be a future prediction based on what you have shown in the essay. In this example, the author concludes by making a prediction based on the arguments made in the essay. Information technology has changed the time, place and way in which we work. In short, information technology has turned the computer into our office. As we continue to use new technologies, we will continue to see changes. However, our need to work in order to live happy and productive lives will never change. Where, when and how we work will never change the reason we work. Work.

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