

NoteFull Training

TOEFL Writing



TOEFL Writing Basics

4th section of the NEW TOEFL

Breathe and relax while the instructions are being read out loud to you

Check your scratch paper to be safe

A human rater and a computer rater

Your essay is rated out of 5

Ideally, write about 25+ words per minute.

Comprehension first; strategy second

Allow yourself to relax

Whoever reads my essay will understand me 100%

Writing Question 1 Basics

Read a 280-word article broken down into 4 paragraphs for 3 minutes

Listen to a lecture that counters the article for 2 minutes

That same article appears on a split screen as you type for the 20 minutes

Write an essay answering how the lecture counters the article for 20 minutes

Time Management for Question 1

Reading (3 minutes total)

1st paragraph/part - finish by 2:30 sec (30 sec)

2nd paragraph/part - finish by 1:40 sec (50 sec)

3rd paragraph/part - finish by 0:50 sec (50 sec)

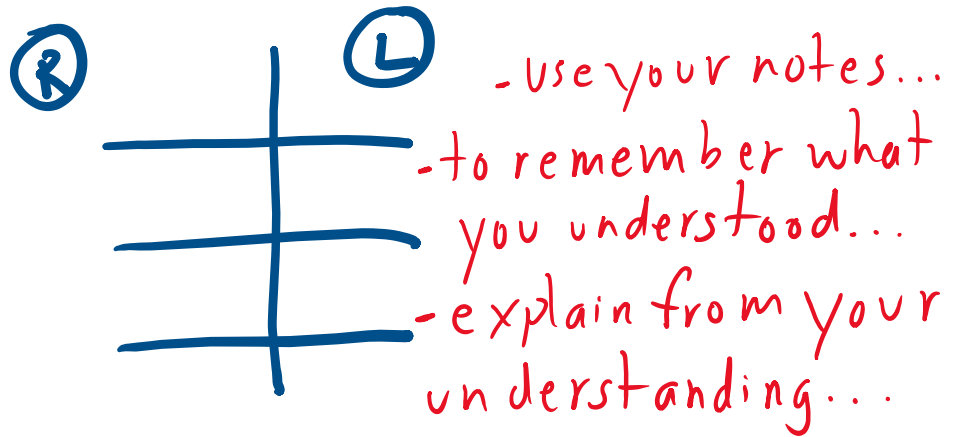
4th paragraph/part - finish by 0:00 (50 sec)



Question

Summarize the points made in the lecture, being sure to **explain how they cast doubt** on the specific points made in the reading passage.

How to Take Notes



Timing (20 minutes total)

Email: writing@notefull.com

Subject: question 1

1st paragraph: state author's claim (background as necessary); explain how professor counters it; state professor's claim if there is one - **finish by 17:00 min.**

P1-17

2nd paragraph: state author's first *reason/theory* of support completely; explain how the professor opposes it; then detail the argument that supports the professor's opposition; (repeat that the lecture *countered* the reading) - **finish by 11:20 sec**

P2-11:20

3rd paragraph: state author's second *reason/theory* of support completely; explain how the professor opposes it; then detail the argument that supports the professor's opposition; (repeat that the lecture *countered* the reading) - **finish by 5:40 sec**

P3-5:40

4th paragraph: state author's third *reason/theory* of support completely; explain how the professor opposes it; then detail the argument that supports the professor's opposition; (repeat that the lecture *countered* the reading) - **finish by 0:00**

P4-0

Template to Reference

Danger, danger, danger 😊 Think first, use second. Can you discover as you read and apply this template that any strongly structured argument against a point would follow this pattern? Can you make this template your own?

Again, understand the author's point first, how the professor speaks against the author's point first, and apply this template as you type second.

- The (article/reading/author...) states that...
- (However/In contrast/In response...), the professor explains that... [repeat author as appropriate]
- *and continues by showing how the (points/reasons/theories...) in the (article/reading/passages...) are (flawed/weak/improbable...)*

- (First/Second/Third/Final...), the (article/reading/author...) supports the (idea/claim/theory...) by explaining that...
- (However/In contrast/In response...), the professor (explains/tells us...) that... [repeat author as appropriate]
- (In fact...) the professor (highlights/focuses on/details...)...
- *(In this way/Consequently/As a result), the professor shows the (weakness/inaccuracy/limitation...) of the author's (first/second/third/final...) (point/reason/theory...) because... [repeat author as appropriate]*

When you explain, especially how the professor argues against the author in each body paragraph, ensure that 1) what is the result and 2) why is always answered for the entire argument.

Question 1: 1st paragraph

state author's claim; explain how professor counters it; state professor's claim if there is one - finish by 17 min. Each paragraph must be logical, complete, and understandable from YOUR words as well as the reading's and lecture's... regardless of how the information was presented, your writing must be clear.

Reading

Birds and glass

Glass is a favored building material for modern architecture, yet it is also very dangerous for wild birds. Because they often cannot distinguish between glass and open air, millions of birds are harmed every year when they try to fly through glass windows. There are, however, several solutions that responsible businesses can use to prevent injuries to birds.

Lecture

None of the solutions you've read about will effectively stop birds from getting injured.

Question

Summarize the points made in the lecture, being sure to explain how they cast doubt on the specific solutions proposed in the reading passage.

Q1 P1 Our example

Question 1: 2nd paragraph

state author's first reason of support completely; explain how the professor opposes it; then detail the argument that supports the professor's opposition - finish by 11 min 20 sec. Each paragraph must be logical, complete, and understandable from YOUR words as well as the reading's and lecture's... regardless of how the information was presented, your writing must be clear.

Reading

One-Way Glass

One solution is to replace the regular, clear glass with one-way glass that is transparent in only one direction. The occupants of the building can see out, but birds and others cannot see in. If birds cannot see through a window, they will understand that the glass forms a solid barrier and will not try to fly through it.

Lecture

First, replacing regular glass with one-way glass. Well, the problem with one-way glass is that to the bird on the outside, a one-way glass surface reflects just like a mirror, and a surface that reflects like a mirror is just as bad as regular glass for birds because birds don't understand the mirrors. If they see a reflection of the sky in a mirror or of a tree in a mirror, they'd think the reflection is the sky or is the tree. And they'll fly right into them.

Question

Summarize the points made in the lecture, being sure to explain how they cast doubt on the specific solutions proposed in the reading passage.

Q1 P2 Our example

Question 1: 3rd paragraph

state author's second *reason/theory* of support completely; explain how the professor opposes it; then detail the argument that supports the professor's opposition; (repeat that the lecture *countered* the reading) - finish by 5:40 sec. Each paragraph must be logical, complete, and understandable from YOUR words as well as the reading's and lecture's... regardless of how the information was presented, your writing must be clear.

Reading

Colorful Designs

A second solution is to paint colorful lines or other designs on regular window glass. For example, a window could have a design of thin stripes painted over the glass. People would still be able to see through the openings in the design where there is no paint, while birds would see the stripes and thus avoid trying to fly through the glass. Architects can be encouraged to include colorful painted patterns on glass as part of the general design of buildings.

Lecture

The second solution, painting colorful patterns like stripes on regular glass, also has problems. As the reading said, these designs include openings so people inside the buildings can see out, but birds will perceive these unpainted openings as open holes. And if birds think that they are seeing holes, they'll try to fly right through them. To prevent birds from doing this, the unpainted spaces in a window would have to be extremely small, but that would then make the rooms of the buildings too dark for the people inside them.

Question

Summarize the points made in the lecture, being sure to explain how they cast doubt on the specific solutions proposed in the reading passage.

Q1 P3 Our example

Question 1: 4th paragraph

state author's third *reason/theory* of support completely; explain how the professor opposes it; then detail the argument that supports the professor's opposition; (repeat that the lecture *countered* the reading) - finish by 0:00. Each paragraph must be logical, complete, and understandable from YOUR words as well as the reading's and lecture's... regardless of how the information was presented, your writing must be clear.

Reading

Magnetic Field

The third solution is to create an artificial magnetic field to guide birds away from buildings. Humans use an instrument called a magnetic compass to determine directions—either north, south, east, or west. Bird research has shown that birds have a natural ability to sense Earth's magnetic fields; this ability works just like a compass, and it helps birds navigate in the right direction when they fly. A building in a bird flight path can be equipped with powerful electromagnets that emit magnetic signals that steer birds in a direction away from the building.

Lecture

The third solution, creating an artificial magnetic field, won't work very well either. While it's true that birds use Earth's magnetic field to help them navigate, they use this only when they are travelling very long distances. For example, if a bird is migrating from a cold country to a warm one before winter, it will use its magnetic sense to figure out which way it should fly. But this ability isn't used to go over short distances, such as going from one side of the city to another. For short trips, birds use their eyes and the brightness of light to determine where to go. So magnetic signals from buildings won't have much effect.

Question

Summarize the points made in the lecture, being sure to explain how they cast doubt on the specific solutions proposed in the reading passage.

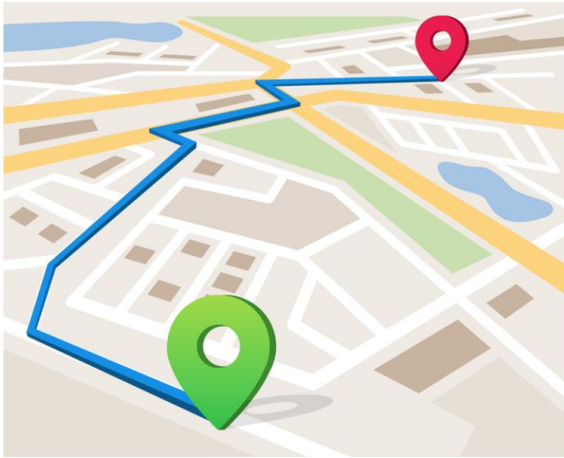
Q1 P4 Our example

Writing Question 2 Basics

Read a question that asks for your opinion
Write a 30-minute essay to answer that question

Do you agree?
Do you prefer?

Time Management for Question 2



Timing (30 minutes total)

1st: outline (brainstorm) your essay ---
2nd: write your introduction ---
3rd: write your 1st body paragraph ---
4th: write your 2nd body paragraph ---
5th: write your conclusion ---
6th: make any final adjustments ---

3 min - finish by 27 min (can be 2 to 5 minutes)
4 min - finish by 23 min (can 4 to 2 minutes)
9 min - finish by 14 min
9 min - finish by 5 min
3 min - finish by 2 min
2 min - finish by 0 min

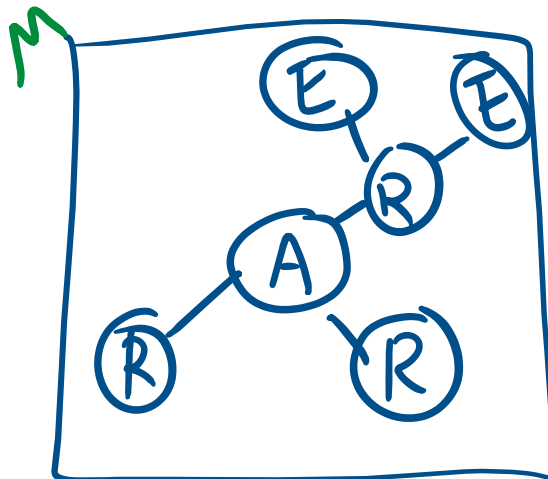
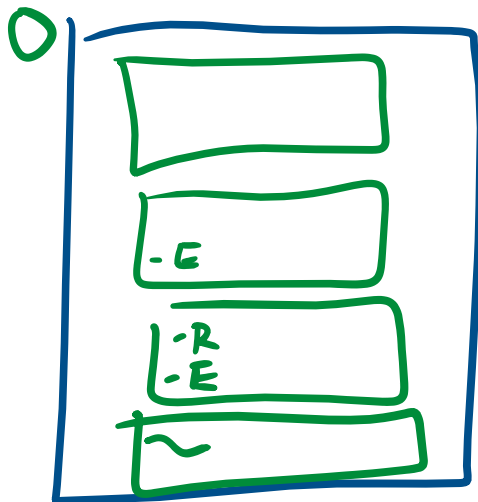
Outlining your question 2 essay

Read the question 3 to 5 times.

1st to connect.

2nd to form an opinion.

3rd to start to sense reasons or +/- consequences and examples or proof. (thoughtful)



Writing your Q2 introduction

Persuasive and interesting.

Healthcare should be free for all people.

Read (reconnect with) the question again

1st: state that the topic is important

Read (reconnect with) the question again

2nd: explain why it's important

Read (reconnect with) the question again

3rd: restate the question (rhetorical question)

Read (reconnect with) the question again

4th: presents your answer (thesis, opinion, etc.)

Writing your Q2 body paragraphs

Persuade, persuade, persuade everyone.

Healthcare should be free for all people.

Read the question again

1st: state your reason simply in one or two sentences

Read the question again

2nd: explain how your reason supports your opinion generally

Read the question again

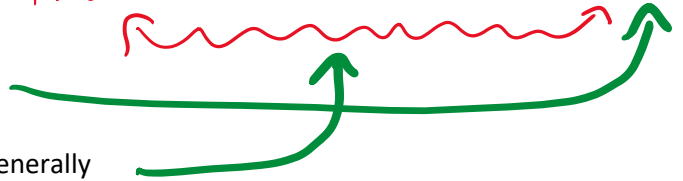
3rd: offer specific support that proves what you just stated

Read the question again

4th: write a concluding sentence (short or long) that restates how your paragraph supports your opinion

Reason

Answer



Writing your question 2 conclusion

Memorize the steps and study the example

Healthcare should be free for all people.

Read or reconnect to the question again

1st: restate your answer

Read or reconnect to the question again

2nd: restate your reasons

Read or reconnect to the question again

3rd: provide a final suggestion (we should all...)

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Our example introduction

Question

Do you agree or disagree with the following statement?

The wealthiest individuals in the world should be required to donate the majority of their wealth to charitable causes rather than pass it on to their children.

Use specific reasons and examples to support your answer.

Our example body paragraph 1

Question

Do you agree or disagree with the following statement?

The wealthiest individuals in the world should be required to donate the majority of their wealth rather than pass it on to their children.

Use specific reasons and examples to support your answer.

Our example body paragraph 2

Question

Do you agree or disagree with the following statement?

The wealthiest individuals in the world should be required to donate the majority of their wealth rather than pass it on to their children.

Use specific reasons and examples to support your answer.

Our example conclusion

Question

Do you agree or disagree with the following statement?

The wealthiest individuals in the world should be required to donate the majority of their wealth rather than pass it on to their children.

Use specific reasons and examples to support your answer.

Q1 - Logical Understanding for Anticipation

Wrong or implausible claim (certainty vs. possibility)

R: The fossils show that dinosaur ABC walked on four legs.

P: Wrong or implausible

Wrong--support...

R: First, the fossil's structure shows they walked on four legs.

?

It's true, but--support...

R: First, the fossil's structure shows they walked on four legs.

?

Q2 - Example opinion writing in support of a higher minimum wage

Google: "news opinion pieces" "editorials"

Editorial: It's long past time to raise the national minimum wage

It's been a decade since workers earning the federal minimum wage got a raise. That's the longest stretch of time that the country's lowest paid workers have gone without an increase since President Franklin D. Roosevelt signed the Fair Labor Standards Act in 1938, which established the right to a minimum wage.

Even if the current \$7.25 an hour sounded like decent pay in 2009, it's woefully insufficient today for anyone working full-time, especially if they're in or near a city. Congress should raise the minimum wage as one step toward lifting working people out of poverty.

The only question is how far it should go.

The House of Representatives is set to vote this week on the Raise the Wage Act, which would increase the federal minimum to \$15 an hour by 2024. The bill is likely to pass the Democratic-controlled House, but it's expected to stop there — at least in its current form. The Republican-controlled Senate is unlikely to take up the bill, and President Trump has vacillated on whether he supports raising the minimum wage.

That's a shame. Poverty shouldn't be a partisan issue. And while the two parties disagree on how to move Americans up the economic ladder and what role the government should play, there is broad agreement that working people should get paid at least enough to afford the essentials for themselves and their families.

A full-time worker making \$7.25 an hour earns about \$15,000 a year. That is below the poverty line for a single parent with one child; in fact, it's less than the amount needed to pay the average rent for an apartment in this country. If the minimum wage had risen with inflation since 1968, it would be \$10.15 an hour, or \$21,000 a year for a full-time worker. Let's not kid ourselves — it's still hard to make a living on \$10 an hour, but at least it would be a step above the poverty line for that single parent.

Yet even with the widespread recognition that the federal minimum wage is too low, there still needs to be more discussion across the aisle about how to raise it in the manner that helps the most workers with the fewest negative impacts. Because there are trade-offs in a mandated wage hike.

Although there is substantial evidence that modest increases in the minimum wage don't upend the job market, there is little agreement on what exactly is a "modest increase." The challenge for lawmakers is to find the sweet spot, or the highest point to which base pay can be raised before employers reduce hours and trim staff enough to undercut the benefit of the minimum wage increase.

Thoughtful – Potential – Detail

Examples

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-Marlin

it is been a decade, since worker earning the federal minimum wage got a raise. that is the longest stretch of time that the country lowest paid workers have gone without an increase since prisedent FDR signed the fair level stranded act in 1938 which stablished the right to a minimum wage

I went to the beach because I wanted some sun.
Because I wanted some sun, I went to the beach.

-Victoria

It is been a decade since workers earning federal minimum wages got rase that the longest stretch time the country paid have gone without increased since president fdr signed the fair labor standard act in 1938 which established the right to a minimum wage

-Haider

There are also effects on the broader economy to consider: A wage increase tends to boost consumer spending, but it can also raise the cost of some goods and services, particularly the ones supplied by low-skill workers and companies with thin profit margins.

Does an increase to \$15 an hour by 2024, which would double the minimum wage in five years, hit the sweet spot? The Congressional Budget Office estimated that the Raise the Wage Act would boost pay for 27 million Americans. That includes 17 million who would otherwise earn less than \$15 an hour in 2024 and 10 million who would earn more than \$15 but would probably get a bump in pay as well.

The trade-off? An estimated 1.3 million workers would lose their jobs. That doesn't sound like mass unemployment, but the effects could be felt disproportionately in areas already struggling with high poverty. There's little research on what happens when large wage increases are imposed on communities with high unemployment, extensive low-wage workforces and low costs of living.

We've supported raising the minimum wage in Los Angeles and California, which will hit \$15 an hour in 2020 and 2022, respectively. The reality is that \$15 an hour might be essential to live in L.A. or other high-cost regions, but may be unsustainable in Mississippi. However, there's still a need for a new national minimum wage to raise the wage floor — clearly, the current \$7.25 is not a fair or economically justifiable baseline.

Washington gridlock has held the lowest-wage workers hostage for a decade. It's time to raise the minimum wage.

<https://www.latimes.com/opinion/story/2019-07-17/raise-national-minimum-wage-15>

Q2 - Example opinion writing against a higher minimum wage

The argument for a higher minimum wage is simple: It puts more money in the pockets of workers at the bottom of the income ladder, which makes life better and easier for them. Who can be against that? No one, really. But here is the central truth of economics: Nothing comes without a cost. The effects of raising the pay floor are not so beneficial as they appear at first glance.

If you charge less for something, people will buy more of it, and vice versa. When auto dealers want to clear out inventory, they don't raise the price; they cut it. A grocery store that tries to double its revenue from bananas by doubling the price will find that the math doesn't work: Some of the fruit will go unsold.

The same pattern holds true for the commodity known as labor. If employers are compelled to pay workers more, they will be under pressure to reduce the number of people they have to pay or the hours those employees work. They may also raise prices to cover their higher costs. That, in turn, will reduce their sales, which may make some employees unnecessary.

All this matters because the minimum wage in Chicago rose last week to \$13 per hour. The state floor of \$8.25 will jump by \$1 next year, under legislation signed in February by Gov. J.B. Pritzker, and will climb to \$15 in 2025.

As the Tribune's Alexia Elejalde-Ruiz reports, the discomfort is being felt in Chicago's restaurants. Co-owner Tony D'Alessandro of the sandwich shop Big and Little's said the cost of labor is already a strain. "Every time we're doing payroll it's like — Wow — it hits us." He says cutting back on staffing is "the only way to get through," but he and his partner wonder if they should close down.

[Most read] Mayor Lori Lightfoot fires Chicago's police superintendent weeks before his retirement: 'Eddie Johnson intentionally lied to me' »

Manager Carlos Rosas of Calumet Fisheries told Elejalde-Ruiz that the business may have to get rid of a second telephone line or close earlier to reduce the number of people working. "The higher your wages go," he tells workers, "the less we may be requiring of you."

If you prefer to hear from nonpartisan economists rather than business owners, then check out the new report from the Congressional Budget Office. It estimates that increasing the federal minimum wage from \$7.25 per hour to \$15 per hour would raise pay for at least 17 million workers and pull 1.3 million out of poverty.

That's the good news. The bad news is that it would put 1.3 million people out of work. Instead of being paid \$15 an hour, or even \$7.25 an hour, they would be paid nothing per hour. "Some people who became jobless because of a minimum-wage increase would be out of work for many weeks," says CBO.

And let's not forget the higher prices that employers would charge their customers. When you raise the pay scale at Walmart, keep in mind that more low-income people shop at Walmart than work at Walmart. Likewise for fast-food restaurants.

Illinois, of course, already has a problem creating jobs and sustaining businesses. The burden of taxes and regulations in Chicago and beyond are heavy, and they're among the reasons that Cook County has lost population each of the past four years and the state has shed people for five consecutive years.

[Most read] FBI investigating gang hit on Chicago rapper who taunted rivals with his music »
"We've had a few family discussions of if we stay in Chicago are we going to make it," said Fabulous Freddie's Italian Eatery co-owner Stephanie Fitzpatrick. In Indiana, Wisconsin, Iowa and Kentucky, the wage floor is \$7.25. If you were trying to decide where to locate a new restaurant or other establishment, those states might look more attractive.

The best thing elected officials could do for low-paid workers is to create a better environment for business, which would expand the job base and rev up the demand for labor. A boost in the minimum wage will help some people. But for too many people in Chicago and the state, it's one more indication that the economic future lies elsewhere.

<https://www.chicagotribune.com/opinion/editorials/ct-editorial-minimum-wage-chicago-illinois-20190711-qr5wl6t6vzeczphmaef4s4sfguu-story.html>

Q2 - Needs and Values: Things We All Want in Our Lives

AUTONOMY choice dignity freedom independence self-expression space spontaneity

CONNECTION acceptance affection appreciation authenticity belonging care closeness communication communion community companionship compassion consideration empathy friendship inclusion inspiration integrity intimacy love mutuality nurturing partnership presence respect/self-respect security self-acceptance self-care, self-connection self-expression shared reality stability support to know and be known to see and be seen trust understanding warmth

MEANING awareness celebration challenge clarity competence consciousness contribution creativity discovery efficiency effectiveness growth integration integrity learning mourning movement participation perspective presence progress purpose self-expression stimulation understanding

PEACE acceptance balance beauty communion ease equanimity faith harmony hope order peace-of-mind space

PHYSICAL WELL-BEING air care comfort food movement/exercise rest/sleep safety (physical) self-care shelter touch water

PLAY adventure excitement fun humor joy relaxation stimulation

Q1&2 - Grammar and punctuation skill

ESL Power Lessons for grammatical mastery for your writing dream score.

- 1-How Our 8 Parts of Speech Work To Communicate
- 1-Nouns, Periods, And Commas
- 2-Verbs: Transitive, Two-object Transitive, & Intransitive
- 3a-Verb Tenses
- 3b-Action vs. Non-action Verbs
- 3b-Questions & Negatives: Helping Verbs
- 4-Count Nouns
- 5-Matching Subjects and Verbs
- 6-Independent Clauses and punctuation marks
- 7-Comparing Independent and Dependent Clauses and comma usage
- 8-Pronouns
- 9-Possessive
- 10-Adjectives
- 11-Adverbs
- 12-Prepositions and prepositional phrases
- 13-Gerunds, Infinitives, Noun clauses
- 14-Linking and Auxiliary Verbs
- 15-Comparatives and Superlatives
- 16-Comparatives and Superlatives
- 17-Reflexive and Reciprocal Pronouns
- 18-Correlating Conjunctions
- 19-Past Participles and Active and Passive voice
- 20-Subjunctive Verbs
- 21-Adverb Clauses and Adverb Phrases and comma usage
- 22-Adjective Clauses, Phrases, Participles, Infinitives, and comma usage
- 23-Indefinite, Demonstrative, Interrogative Pronouns
- 24-Colons, Dashes, and more such punctuation

Q1&2 - NoteFull Sharpen Your Writing Process

Core exercise: 5 to 20 min a day; 4 to 6 days a week; EVERY week UNTIL you pass.

1. First, look at our example essay for question 1 or 2
2. Read the first sentence carefully out loud to yourself.
3. Then, write out exactly what you read. Write out the sentence exactly as you remember it. Do this only from memory. Do not look at the sentence again as you do this.
4. Once you finish the sentence, compare it with the original example essay.

What changes did you make? Did we drop a punctuation mark? Did we have awkward spacing between words? Did we forget an article (a, an, the)? Did we misspell any words?

This is a fantastic exercise because it not only shows you instantly what your common mistakes are so that you can focus on them but also teaches you by showing you a perfect example of what you're trying to create.

1. After you've noted and understood your mistakes, cross out the old sentence that you wrote and read the same sentence in the example essay again.
2. Then, again, write the sentence from memory. Is it perfect? Keep doing this until it is perfect. This may take some time and a lot of patience as you develop your skills with this exercise, but it will have an unimaginable impact on your writing and your score.

In addition, as you go through every sentence of the essay like this, review the development of the essay to better master the presentation of ideas and our successful strategy.

Q1&2 - NoteFull Increasing Your Typing Speed For Greater Word Count

In my experience, this is not something to worry too much about. Even though you may be slow, if you write at about 20 words per minute, you have more than enough ability to write an essay with a word count capable of getting you to a 30 out of 30 on the writing section.

It's mainly the flow of ideas and wasting time checking and rechecking spelling, grammar, punctuation, and your sentences that destroys your word count. However, there are several free resources available for you to develop this skill and maybe have some fun while doing it.

Here's a site to have fun while finding out your typing speed. You compete with others and see who's faster. I tried it; my word count is 78 with 94% accuracy. Can you beat me? Let me know.

<http://play.typeracer.com/>

In the site below, you can engage in free lessons to help you type in the currently accepted standard format: with all your fingers resting on asdfjkl;

<http://www.typingweb.com/>

This is the way that I learned in school, but as an instructor it's important for me to let you know that this is an inefficient method that has already been replaced but don't tell any computer companies that. Here's an interesting article to open your eyes to how there's always a better way to do anything (which is why we took the time to do our best to guide you in your studies with specially developed exercises).

Discover Magazine (you'll also learn a bit more than you expect)

Major insights



1)