

Department of English Language Teaching

List of Textbooks for the Web

ELT 1110 - English I – Grammatical Foundation

Title of the Textbook	Author(s)	Edition	Publisher	ISBN
<i>Oxford handbook of commercial correspondence</i>	Ashley, A.	2003, UK ed.	OUP	978-0194572132
<i>Collins English for life: Writing A2</i>	Campbell-Howes, K.	2013, 1 st ed	HarperCollins	978-0007497768
<i>Collins English for life: Listening A2.</i>	Flint, C.	2013, 1 st ed	HarperCollins	978-0007497751
<i>Developing reading skills.</i>	Grellet, F.	2010, 1 st ed	CUP	978-0521283649
<i>Keep talking</i>	Klippel, F.	2010, 1 st ed	CUP	978-0521278713
<i>Business vocabulary in use.</i>	Mascull, B.	2002, 11 th ed	CUP	978-0521775298
<i>Intermediate English grammar.</i>	Murphy, R.	2010, 2 nd ed	CUP	978-8185618517
<i>Speaking</i>	Schofield, J., & Osborn	2011, 1 st ed	HarperCollins	978-0007423231
<i>Collins English for life speaking.</i>	Snelling, R.	2013, 1 st ed	HarperCollins	978-0007497775
<i>The good grammar book.</i>	Swan, M., & Walter, C.	2002, 1st	OUP	978-0194315203
<i>Five-minute activities.</i>	Ur, P., & Wright, A.	1992, 1 st ed	CUP	978-0521397810
<i>Study Skills in English.</i>	Wallace, M.J.	2004, 2 nd ed	CUP	978-0521537520

ELT 1210 – English II Composition

Title of the Text Book	Author(s)	Edition	Publisher	ISBN
<i>Listening.</i>	Anderson, K., & Lynch, T.	2003, 1 st Ed	OUP	978-0194371353
<i>Collins English for life: Writing A2.</i>	Campbell-Howes, K.	2013, 1 st Ed	HarperCollins	978-0007497768
<i>Basic communication skills.</i>	Dutt, K.	2013, 1 st Ed	Foundation Books.	978-8175963429
<i>All clear: Listening and Speaking</i>	Fragiadakis, H. K.	2007, 3 rd Ed	Thomson Heinle	978-1413017045
<i>Developing reading skills</i>	Grellet, F.	2010, 1 st Ed	CUP	978-0521283649
<i>Grammar and composition handbook</i>	McGraw-Hill Education.	2001, 1 st Ed	Glencoe Language Arts.	978-0078251160
<i>Intermediate English grammar</i>	Murphy, R.	2010, 2 nd Ed	CUP	978-8185618517
<i>Introduction to academic writing</i>	Oshima, A., & Hogue, A.	2007, 3 rd Ed	Pearson Longman	978-0131933958
<i>Preparation and practice: Reading and writing</i>	Sahanaya, W., Lindeck, J., & Stewart, R.	2006, 1 st Ed	OUP	978-0195540932
<i>Collins English for life speaking</i>	Snelling, R.	2013, 1 st Ed	HarperCollins	978-0007497775
<i>The good grammar book</i>	Swan, M., & Walter, C.	2002, 1 st Ed	OUP	978-0194315203
<i>Academic writing: From paragraph to essay</i>	Zemach, D. E., & Rumisek, L. A.	2005, new Ed	Macmillan	9783190425761

BSF 2131 – Business Communication I

Title of the Text Book	Author(s)	Edition	Publisher	ISBN
<i>Fundamentals of English grammar.</i>	Azar, B. S.	2002, 3 rd ed	Pearson Education	978-0130494474
<i>Collins English for life: Listening A2</i>	Flint, C.	2013, 1 st ed	HarperCollins	978-0007497751
<i>All clear: Listening and Speaking</i>	Fragiadakis, H. K.	2007, 3 rd ed	Thomson Heinle	978-1413017045
<i>Developing reading skills</i>	Grellet, F.	2010, 1 st ed	CUP	978-0521283649
<i>Business vocabulary in use.</i>	Mascull, B.	2002, 11 th ed	CUP	978-0521775298
<i>Intermediate English grammar.</i>	Murphy, R.	2010, 2 nd ed	CUP	978-8185618517
<i>Models for writers: Short essays for composition.</i>	Rosa, A., & Escholz, P.	2012, 11th ed	Bedford St. Martins	978-0312552015
<i>English for telephoning</i>	Smith, D. G.	2007, 1 st ed	OUP	978-0194579278
<i>Collins English for Life Speaking</i>	Snelling, R.	2013, 1 st ed	HarperCollins	978-0007497775
<i>The good grammar book.</i>	Swan, M., & Walter, C.	2002, 1 st ed	OUP	978-0194315203
<i>English for business communication</i>	Sweeney, S.	2003, 2 nd ed	CUP	9780521754491
<i>Academic writing: From paragraph to essay</i>	Zemach, D. E., & Rumisek, L. A.	2005, new ed	Macmillan	9783190425761

BSF 2251- Business Communication II

Title of the Text Book	Author(s)	Edition	Publisher	ISBN
<i>Listening</i>	Anderson, K., & Lynch, T.	2003, 1 st Ed	OUP	978-0194371353
<i>Basic communication skills</i>	Dutt, K.	2013, 1 st Ed	Foundation Books.	978-8175963429
<i>Developing reading skills</i>	Grellet, F.	2010, 1 st Ed	CUP	978-0521283649
<i>Business vocabulary in use</i>	Mascull, B.	2002, 11 th Ed	CUP	978-0521775298
<i>Grammar and composition handbook</i>	McGraw-Hill Education	2001, 1 st Ed	Glencoe Language Arts.	978-0078251160
<i>Intermediate English grammar</i>	Murphy, R.	2010, 2 nd Ed	CUP	978-8185618517
<i>Introduction to academic writing</i>	Oshima, A., & Hogue, A.	2007, 3 rd Ed	Pearson Longman	978-0131933958
<i>Speaking</i>	Schofield, J., & Osborn, A.	2011, 1 st Ed	HarperCollins	978-0007423231
<i>Collins English for life speaking</i>	Snelling, R.	2013, 1 st Ed	HarperCollins	978-0007497775
<i>English for business communication</i>	Sweeney, S.	2003, 2 nd Ed	CUP	9780521754491
<i>Five-minute activities</i>	Ur, P., & Wright, A.	1992, 1 st Ed	CUP	978-0521397810
<i>The good grammar book</i>	Swan, M., & Walter, C.	2002, 1 st Ed	OUP	978-0194315203