Glossary .........................................................7.1-7.6
Key ESL Terms
In this section, you will find a glossary of key ESL terms that have been used in this toolkit. Definitions are general in nature.

**BICS (Basic Interpersonal Communication Skills)** – oral-based, conversational and highly-contextualized language; usually associated with basic listening and speaking skills.

**CALP (Cognitive Academic Language Proficiency)** – the more formalized reading language that one learns in school, such as found in textbooks, standardized tests, employee manuals, health booklets, driving manuals and other formal written texts; includes the ability to make inferences, summarize, paraphrase, as well as perform other academic functions.

**CASAS (Comprehensive Assessment System for Adult Students)** – California-based system of tests – the largest standardized testing system of adults in the U.S. – which uses 300 competencies to measure language, literacy, life skills and workplace competencies needed for adults to be successful members of their families, communities, and the workforce; form the basis of an integrated assessment and curriculum management system; ideal for use with contextualized curricula programs.

**chunks or collocations** – used in corpus and computational linguistics to refer to the fact that certain words are always associated with other words (called “collocations” since they co-locate with each other); second language acquisition experts that use the Communicative Language Teaching Approach believe these utterances should be learned as whole units rather than broken up into individual words, a practice heavily used in contextualized curriculum development.

**CLT (Communicative Language Teaching Approach)** – the most widely-accepted approach to second and foreign language teaching, including the teaching of adult ESL in the U.S., since the 1970s; defines the goal of language learning as communicative competence and recommends the learning of language in context using real language and experiences as the class content; used by contextualized and special purpose curriculum in ESL teaching.

**content-based instruction** – teaching ESL through the use of a particular academic subject matter, content or theme; an example of contextualized learning.
contextualized curriculum – curriculum developed for use in a contextualized learning program; uses real-life situations and language in a particular context (workplace, medicine, engineering, construction, etc.) to teach English.

contextualized learning – learning that using real language and situations as its content and context, thus keeping the student engaged because the learning is relevant.

conversation analysis (CA) – a discipline within sociolinguistics founded by Harvey Sacks and Emanuel Schegloff at UCLA in the 1970s, wherein conversation was analyzed to define turn-taking protocols and other interactions; commonly used to create contextualized curricula in English for Special Purposes training courses.

cooperative language learning – makes maximum use of pairs and small groups learning together in a classroom.

corpus analysis – the analysis of a body of text (corpora) to determine how language actually works; a term that comes from the field of corpus linguistics.

corpus linguistics – the study of language based on examples of "real life" language use stored in corpora (or corpuses) - computerized databases created for linguistic research; key in the development of contextualized curricula in English for Special Purposes; corpus studies have boomed from 1980 onwards, as corpora techniques and new arguments in favor of the use of corpora have become more apparent.

EAP (English for Academic Purposes) – an ESL curriculum for the purpose of admission into college and successful completion of a degree program; includes training in academic reading, writing, presenting and note-taking.

EBE (English for Business and Economics) – an ESL curriculum for the purpose of working in a business, finance or corporate setting; includes teaching the English of accounting, finance, banking, the marketplace, Wall Street and other economic topics; a common course for in-house corporate training.

ECI (English for the Construction Industry) – an ESL curriculum for those working in the construction industry either as project engineers, project managers or skilled laborers; includes teaching the English of project management, construction cycles, interaction with trades unions, and other topics relevant to the construction site workplace; may include
English language training for particular trades such as plumbing, HVAC, electricians and carpenters.

**ED (English for Diplomacy)** – an ESL curriculum for diplomats working at the United Nations or in an international capacity where English is the common language; includes teaching the English of meetings, meeting planning, tactful and polite conversational gambits, as well as other topics relevant to diplomats.

**EFF (Equipped-For-the-Future-Based ESL)** – a set of 16 standards developed by the National Institute for Literacy (NIFL) in the 1990’s that describe what every adult needs to know to be considered a successful family member, worker and member of the community; contextualized curriculum developers, CASAS and FCE programs all use these standards, which came out of the SCANS report.

**EHT (English Health Train)** – a contextualized Medical ESL curriculum tailored to the healthcare industry; works with immigrants with medical training backgrounds to reenter the medical field in the U.S.; launched in San Francisco as part of the Welcome Back Initiative.

**EHW (English for Hospitality Workers)** – an ESL curriculum for those working in the hotel industry either as desk managers, hostesses, maintenance and kitchen staff, and housekeepers; includes teaching the English needed to present good customer service and workplace cooperation.

**ELP (English for the Law)** – an ESL curriculum for those working as lawyers, interpreters, paralegals, court clerks, court reporters, security personnel or others; includes training for foreign-educated lawyers who simply want to understand how American lawyers think; see Georgetown University program as a model.

**EMP (English for Medical Purposes)** – an ESL curriculum for those working in the healthcare industry including doctors, nurses, lab technicians, pharmacists, community health workers, home care aides and others; English Health Train is an example of this type of curriculum.

**English Plus Programs** – an ESL curriculum which teaches English through the teaching of something else, such as film making, flower arranging, cooking, computer programming, etc.; the same as content-based ESL.
EPP (English for Professional Purposes) – any contextualized ESL program that is developed for professionals.

ERW (English for Restaurant Workers) – an ESL curriculum for those working in the restaurant industry either as wait staff, cooks, managers, hostesses, busboys and others; includes teaching the English for proper customer service and effective cooperation and team work.

ESP (English for Special Purposes) – the overall category encompassing ESL designed for a target audience

EST (English for Science and Technology) – an ESL curriculum primarily for engineers and technical experts; emphasizes communicative tasks such as presenting papers at international conferences, directing projects, and using laymen scientific terminology rather than textbook language when talking to non-technical managers; also emphasizes clear pronunciation.

FCE (Functional Context Education) – an approach to teaching and learning that stresses making learning relevant to the experience of the learners and their work content; key approach used in all contextualized learning ESP programs and forms the basis of the EFF standards; uses real material in the same way that the Communicative Language Teaching Approach does in ESL; Tom Sticht is the leading proponent of this approach, which was developed for the military in the Vietnam Era of the 1960s and 1970s.

fixed utterance – a chunk or collocation; a common expression used in everyday speech.

I-BEST (Integrated Basic Education and Skills Training) – A contextualized workforce curriculum and program model developed by the State of Washington Community College system and now used in many other places around the country to help immigrants successfully transition into the workplace.

IELTS (International English Language Testing System) – An academic test of English as a foreign or second language to admit non-native speakers of English into college or university in English-speaking countries; created by Cambridge University in the UK in partnership with the Australian University System; many universities in the U.S. now accept IELTS scores for admission purposes.
Institutional TOEFL (Test of English as a Foreign Language) – unofficial paper and pencil version of TOEFL used by many academic ESL programs as Pre and Post test exams; created by Educational Testing Service (ETS).

managed enrollment – an admissions practice in some adult education programs, including ESL classes, where there are fixed start and end dates with a fixed curriculum delivered over a fixed length of time; most contextualized ESL programs follow this practice.

NRS (The National Reporting System for Adult Education) – an outcome-based reporting system for state-administered, federally funded adult education programs; developed by the US Department of Education’s Division of Adult Education and Literacy (DAEL).

open enrollment – an admissions practice in some adult education programs, including ESL classes, where there are no fixed start and end dates allowing students to enter at any time; this practice is not appropriate for contextualized ESP programs.

Project-Based Instruction – an ESL curriculum built around students learning English by working on a particular project together.

rolling admissions – the same as open enrollment; see above.

SCANS (Secretary of Labor’s Commission on Achieving Necessary Skills) -Based ESL – an ESL program developed by Elizabeth Dole, Secretary of Labor under President George H.W. Bush, which abides by the standards of EFF.

Task-Based Instruction – teaching ESL through the performance of certain tasks; work-based programs commonly use this type of instruction; similar to Project Based ESL.

TOEFL (Test of English as a Foreign Language) – an examination of the Educational Testing Service (ETS) used to decide if foreign or other non-native, English-speaking applicants have sufficient English language skills to successfully complete a college or university degree; a norm-referenced test that measures speaking, reading, writing and listening.

TOEFL iBT (TOEFL Internet-Based Test) – the current form of the TOEFL taken on computer.
TOEIC (Test of English for International Communication) – an examination of the Educational Testing Service for Business English.

TSE (Test of Spoken English) – an examination of the Educational Testing Service used by schools of pharmacy and nursing to measure the communicative skills of these healthcare professionals.

VESL (Vocational English as a Second Language) – special purpose English language classes for training in craft and trade occupations and other manual vocations; uses contextualized curricula.

VESL-Sector Cluster – VESL training by industry sector.

VESL Workplace – VESL training at the workplace.

WBI (Welcome Back Initiative) – an initiative launched in San Francisco to serve immigrants who enter the U.S. with healthcare training backgrounds to gain English fluency and reenter the health field in the U.S.; English Health Train is WBI’s contextualized curriculum; there are currently 9 Welcome Back Centers across the U.S.