

## Nigel A. Caplan

Writing Center  
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<b>DEGREES</b>	<b>M.S.Ed. Teaching English to Speakers of Other Languages</b> 2002 <i>University of Pennsylvania, Philadelphia</i> GPA: 3.95 Thouron Fellow (Competitive full scholarship) 2000-2002 TESOL Resource Group Leader 2001
	<b>B.A.(Hons.) Modern &amp; Medieval Languages</b> 2000 <i>Cambridge University, England</i> Double First-Class Honours (equivalent GPA: 4.0) University Modern & Medieval Languages Prize 2000 Scholarship for First Class in Examinations 1997, 1998, 2000
<b>CONTINUING EDUCATION</b>	<b>Continuing Graduate Studies</b> 2009 <i>University of North Carolina at Chapel Hill</i> English 606 (Rhetorical Theory and Practice)
	<b>Leadership Development Certificate</b> 2007 <i>TESOL</i>
<b>TEACHING EXPERIENCE</b>	<b>University of North Carolina at Chapel Hill</b> 2008-present <i>ESL Specialist in the Writing Center</i> Develop services for ESL students, postdoctoral scholars, faculty, and staff Design and facilitate classes and workshops Create and teach mini-courses in research writing, grammar, and vocabulary (online) Administer and lead ESL writing groups Support new student orientation programming Write and produce online video workshops: <a href="http://www.unc.edu/writingcenter/esl/videos.html">www.unc.edu/writingcenter/esl/videos.html</a> Maintain web site, listserv, and blog: <a href="http://www.unc.edu/writingcenter/esl/">www.unc.edu/writingcenter/esl/</a> Liaise with and advise key units across the University, including deans and directors Conduct needs analyses, surveys, focus groups, and data collection Created the international coffee hour
	<b>Michigan State University, East Lansing</b> 2007-2008 <i>Academic Specialist, English Language Center</i> Taught three ESL classes per semester Chair of the Textbook Sub-Committee Curriculum Committee member; led a review of the curriculum objectives Coordinated Learning Lab (self-access resource for students) Graded in-house essay placement tests Rated International Teaching Assistant tests (SPEAK and oral interviews)

*ESL Instructor* 2003-2007  
Taught four classes per semester to academically-oriented, multinational groups in the Intensive English Program & English for Academic Purposes (credit-bearing) program  
ESL Writing Lab consultant (self-access appointments for non-native speakers)  
CEA Reaccreditation committee: assisted in re-writing and revising curriculum standards  
Chair, Literacy Committee; created "One Book, One ELC" (program-wide literacy project)  
Library coordinator (600+ item student lending library)

**University of Pennsylvania, Philadelphia** 2001-2003  
*Lecturer, English Language Programs*  
Taught, evaluated, and supported multi-national classes of learners  
Designed and taught new elective classes  
Created a book club and coordinated "One Book, One Philadelphia, One ELP"  
Recipient of the program's first staff appreciation award

*Graduate Teaching Assistant, Graduate School of Education* 2002  
Graded homework, research papers, and exams for a graduate TESOL course

**Philadelphia University** 2002  
*Adjunct ESL Faculty*

**Wust Summer School, Sachsen-Anhalt, Germany** 1996-2001  
*EFL Teacher*  
Taught English language, literature and drama to students aged 13 to adult  
Adapted and directed a bilingual production of *Twelfth Night* in three weeks

**Community Student Action, Cambridge, England** 1999-2000  
Volunteer ESL tutor for two immigrant children

**College Notre-Dame, Saint-Saulve, France** 1998-1999  
*English Language Teaching Assistant (Junior High School)*

**TEACHER-  
TRAINING  
EXPERIENCE**

**University of North Carolina at Chapel Hill** 2008-present  
Supervise interns teaching the Community English Language Program to UNC visiting scholars and spouses  
Assist with training of Writing Center graduate-student tutors to work with ESL writers

**Michigan State University English Language Center**  
*Academic Specialist* 2007-2008  
Supervised faculty, teaching assistants, and adjuncts through regular skills meetings and observations

*Assistant Coordinator for Teacher-Training Programs* 2006-2008  
Redesigned and taught pedagogy, language, and culture curriculum for in-service middle- and high-school teachers from South Korea  
Assisted with administration, including class scheduling, room booking, and budgeting  
Planned and led weekend cultural trips and visits to local places of cultural interest

**COURSES TAUGHT  
(SAMPLE)**

Research Writing and Grammar for Graduate Students and Postdocs (UNC)\*  
Academic Presentation Skills for Graduate Students and Postdocs (UNC)\*  
Vocabulary Development – Blackboard online course for graduate students (UNC)\*  
Advanced Content-Based Writing/Grammar (MSU)\* \* = developed or redesigned  
English for Academic Purposes: Reading (MSU) the course  
High-intermediate Listening and Speaking (MSU)  
Intermediate Integrated-Skills Class: Drama (MSU)\*  
High-Beginner Reading and Writing (MSU)  
EFL Methodology for In-Service Teachers(MSU)\*  
Advanced Pragmatics and Oral Skills for EFL Teachers (MSU)\*  
Advanced Core Integrated-Skills Course: Language through Film (Penn)  
Speaking and Acting (Penn)\*  
Writing Seminar I – ESL section of first-year composition (Philadelphia University)

**TEXTBOOKS &  
TEACHING  
MATERIALS**

**Caplan, Nigel A.** *Step Up to the TOEFL iBT: Basic Level*. Ann Arbor: University of Michigan Press, in press (expected Spring, 2010).  
**Caplan, Nigel A.** *Step Up to the TOEFL iBT for Intermediate Students*. Ann Arbor: University of Michigan Press, 2009.  
**Caplan, Nigel A.** *Forces of Nature, Wildfires: A Skills Review and Writing Text*. Ann Arbor: University of Michigan Press, 2007.  
**Caplan, Nigel A.** *Forces of Nature, Hurricanes and Floods: A Grammar Skills Text*. Ann Arbor: University of Michigan Press, 2007.  
**Caplan, Nigel A.** *Open Forum 3 Website* (listening scripts). New York: Oxford UP, 2007. [www.oup.com/elt/global/products/openforum/3/](http://www.oup.com/elt/global/products/openforum/3/)  
**Caplan, Nigel A.** *Open Forum 2 Website* (listening scripts, chapter 1-6). New York: Oxford UP, 2006. [www.oup.com/elt/global/products/openforum/2/](http://www.oup.com/elt/global/products/openforum/2/)  
**Caplan, Nigel A.** *Open Forum 1 Website* (listening scripts, chapters 7-12). New York: Oxford UP, 2006. [www.oup.com/elt/global/products/openforum/1/](http://www.oup.com/elt/global/products/openforum/1/)  
Zwier, Lawrence J. with **Nigel A. Caplan**. *Everyday English for Hospitality Professionals*. Seoul, South Korea: Compass, 2006.  
**Caplan, Nigel A.** *Everyday English for Young People: Teacher's Guide*. Seoul, South Korea: Compass, 2004.  
Zwier Lawrence J. with **Nigel A. Caplan**. *Essential Functions for Conversations: Teacher's Guide*. Hong Kong: Asia-Pacific Press, 2004.

**ARTICLES &  
CHAPTERS**

**Caplan, Nigel A.** "Beyond the Five-Paragraph Essay: A Content-First Approach." *Effective Second Language Writing*. Ed. Susan Kasten. Alexandria, VA: TESOL, in press.  
Carkin, Gary, Sarah Dodson-Knight, Alexis Gerard Finger, Silvia Spence, **Nigel A. Caplan**, and Judy Trupin. "Readers' Theater: Turbo-Charged Language Acquisition." *Authenticity in Adult Classrooms and Beyond*. Ed. Sarah Rilling and Maria Dantas-Whitney. Alexandria, VA: TESOL, 2009.  
L. Ruelaine Stokes, **Caplan, Nigel A.**, & Andrew S. McCullough. "Beyond 'Help!': Diagnosing the L2 Writer's Essay." *Proceedings of the 2007 MITESOL Conference*. Ed. Christen M. Pearson, Kay Losey, and Nigel A. Caplan. East Lansing: Michigan State UP, 2008.

**Caplan, Nigel A.** "Writing Workshops That Work." *All "A"s in the Classroom: Proceedings of the 2006 MITESOL Conference*. Ed. Nigel A. Caplan and Christen M. Pearson. East Lansing: Michigan State UP, 2007.

**Caplan, Nigel A.**, Andrew S. McCullough, and L. Ruelaine Stokes. "Beyond the Writing Textbook." *State of the Art: Proceedings of the 2005 MITESOL Conference*. Ed. Christen M. Pearson, Nigel A. Caplan, and Carol Wilson-Duffy. East Lansing: Michigan State UP, 2006.

**Caplan, Nigel A.** "Revisiting the *Diary*: Re-reading Anne Frank's Re-writing." *The Lion and The Unicorn* 28:1 (2004).

Sullivan, Jack. & **Nigel A. Caplan**. "Beyond the Dictogloss." *Penn Working Papers in Educational Linguistics*, 19:1 (2003).

**Caplan, Nigel A.** "How Are You Smart? Multiple Intelligences in the Form-Focused Language Classroom." *Penn-TESOL-East Voices* (2002).

## EDITOR

Pearson, Christen M., Kay Losey, & **Nigel A. Caplan**, eds. *Proceedings of the 2007 MITESOL Conference*. East Lansing: Michigan State UP, 2008.

**Caplan, Nigel A.**, and Christen M. Pearson, eds. *All "A"s in the Classroom: Proceedings of the 2006 MITESOL Conference*. East Lansing: Michigan State UP, 2007.

Pearson, Christen M., **Nigel A. Caplan**, & Carol Wilson-Duffy, eds. *State of the Art: Proceedings of the 2005 MITESOL Conference*. East Lansing: Michigan State UP, 2006.

## NATIONAL/ INTERNATIONAL CONFERENCE PRESENTATIONS

**Caplan, Nigel A.** "Navigating the Discipline: Writing Groups for Graduate Students and Postdocs." Paper accepted for the TESOL Convention, Boston, MA, March 2010.

**Caplan, Nigel A.**, Andrew S. McCullough, and L. Ruelaine Stokes. "Playing Games, Creating Writers." Experimental session at the TESOL Convention, Denver, CO, March 2009.

**Caplan, Nigel A.**, Andrew S. McCullough, and L. Ruelaine Stokes. "Diagnosing the L2 Writer's Essay: A Strategies-Based Approach." Workshop at the TESOL Convention, Denver, CO, March 2009.

**Caplan, Nigel A.** "Writing Workshops That Work." Demonstration presented at the TESOL Convention. Seattle, WA, March 2007.

**Caplan, Nigel A.**, Andrew S. McCullough, and L. Ruelaine Stokes. "Beyond the Five-Paragraph Essay." Workshop presented at the TESOL Convention. Tampa, FL, March 2006.

Carkin, Gary, **Nigel A. Caplan**, Alexis Finger, and Julie O'Sullivan. "Effective Uses of Drama in ESL/EFL." Post-Convention Institute presented at the TESOL Convention. Tampa, FL, March 2006.

Carkin, Gary, **Nigel A. Caplan**, Alexis Finger, and Julie O'Sullivan. "Reducing Drama-Phobia in the ESL/EFL Classroom." Demonstration presented at the TESOL Convention. San Antonio, TX, March 2005.

**Caplan, Nigel A.** "From Page to Stage to Real Life." Workshop presented at the TESOL Convention. Long Beach, CA, April 2004.

**Caplan, Nigel A.** "Beyond the Dictogloss." Paper presented at the TESOL Convention. Long Beach, CA, April 2004.

**Caplan, Nigel A.** "Drama, Multiple Intelligences and Form-Focused Instruction." Demonstration presented at the Graduate Student Forum, TESOL Convention. Salt Lake City, UT, April 2002.

**LOCAL  
CONFERENCE  
PRESENTATIONS**

**Caplan, Nigel A.** & Gigi Taylor. "Throwing Spaghetti at the Wall: Developing Services for International Students and Scholars from Scratch." North Carolina Association of International Educators. Greensboro, NC, March 2009.

**Caplan, Nigel A.** & Gigi Taylor. "ESL from Scratch: Developing Services for International Students and Scholars." TESOL/Applied Linguistics Graduate Students Conference. Greenville, NC, February 2009.

**Caplan, Nigel A.,** Andrew S. McCullough, and L. Ruelaine Stokes. "Beyond 'Help!': Diagnosing the L2 Writer's Essay: A Strategies-Based Approach." Workshop presented at the MITESOL Conference. Ypsilanti, MI, October 2007.

**Caplan, Nigel A.,** Andrew S. McCullough, and L. Ruelaine Stokes. "Beyond the Writing Process." Workshop presented at the MITESOL Conference. Mt. Pleasant, MI, October 2006.

**Caplan, Nigel A.** "Writing Workshops That Work." Demonstration presented at the MITESOL Conference. Mt. Pleasant, MI, October 2006.

**Caplan, Nigel A.,** Andrew S. McCullough, and L. Ruelaine Stokes. "Beyond the Writing Textbook." Workshop presented at the MITESOL Conference. East Lansing, MI, November 2005.

**Caplan, Nigel A.,** Andrew S. McCullough, and L. Ruelaine Stokes. "Beyond the Five-Paragraph Essay." Workshop presented at the MITESOL Conference. Grand Rapids, MI, November 2004.

**Caplan, Nigel A.** "From Page to Stage to Real Life." Demonstration presented at the MITESOL Conference. Ann Arbor, MI, October 2003.

**Caplan, Nigel A.** "Creating an ESL Book Club." Workshop presented at the Penn-TESOL-East Fall Conference. Philadelphia, PA, November 2002.

**Caplan, Nigel A.** "Taking a Risk: Understanding ESL Learners' Responses to Literature." Paper presented at the Penn-TESOL-East Spring Conference. Philadelphia, PA, April 2002.

**Caplan, Nigel A.** "Focusing on Multiple Forms of Language through Drama." Demonstration presented at the Penn-TESOL-East Fall Conference. Philadelphia, PA, December 2001.

**INVITED SPEAKER**

"Toward Independent Academic Writing." Higher Education Roundtable at the Southeast TESOL Regional Conference, Atlanta, GA, September 2009.

"A Rough Guide to British English." Workshop at World Languages Day. Michigan State University, East Lansing, MI, April 2006, 2007, and 2008.

"Effective Uses of Drama in Foreign-Language Teaching." Workshop for Chicago Public Schools World Languages teachers. January 2005.

**SERVICE**

Coordinator, *Community English Language Program*, Chapel Hill, NC (2009-)  
Liaison, *WriteOn!* Community literacy program for teenagers, Durham, NC (2008-9)  
Advisory Board, *Carolina Navigators* (K-16 international outreach program) (2009-)  
Co-Editor, *Proceedings of the MITESOL Conference* (2005, 2006, 2007)  
Representative, *MITESOL Advisory Committee* (post-secondary education), 2005-2007  
Chair, *Textbook Sub-Committee* (MSU English Language Center), 2005-2008  
Acting Chair, *Curriculum Committee* (MSU English Language Center), 2006  
Co-founder and moderator of *TESOL-Drama*, a membership e-group, 2003-2007  
Moderator and trainer, *TESOL's Electronic Village Online*, 2003-2007 & 2009

**SKILLS AND  
INTERESTS**

*Computer literate*: MS Office, HTML, Blackboard, Adobe, Panopto, blogs  
*Languages*: Fluent French and German; elementary Spanish  
*Drama*: Community and student theater (Cambridge, Philadelphia, Michigan)

**REFERENCES**

Available on request