

## TOEIC Academy

The Optimum TOEIC Preparation Course

## **TOEIC** Academy

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# TOEIC Academy

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#### What Is Toeic?

TOEIC, which stands for Test of English for International Communication, measures English proficiency in a work-related environment at advanced and intermediate levels. It is designed to give an accurate measurement of the English capabilities of people who do not use English as their mother tongue. Each year there are 4 million people from more than 60 countries taking the test for various purposes, from seeking jobs to getting promotions.

#### **TOEIC Test Areas**

As TOEIC measures the candidate's proficiency in the workplace and everyday communication, the test questions are based on real-life work settings in an international environment (meetings, travel, telephone conversations, etc).

#### TOEIC test questions include various settings and situations, such as:

- (1) Corporate Development: research, product development
- (2) Dining Out: business and informal lunches, banquet, receptions
- (3) Entertainment: cinema, theater, music, art, exhibition, museum, media
- (4) Finance and Budgeting: banking, investment, taxes, accounting
- (5) General Business: contract, negotiation, mergers, marketing, sales, warranties, business planning, conference, labor relation
- (6) Health: medical insurance, visiting doctors, dentist, clinics
- (7) Housing/Corporate Property: construction, specification, buying and renting, electric and gas services
- (8) Office: board meeting, committee, letters, telephone, fax, e-mail, office equipment
- (9) Personnel: recruiting, hiring, retiring, salaries, promotion, job application
- (10) Purchasing: shopping, ordering, supplies, shipping, invoice
- (11) Travel: trains, airplanes, taxis, ferries, car rental, technical areas

To ensure that the test measures what it is supposed to in a fair, valid and reliable way, these characteristics are common of the test items:

- · Vocabulary, grammar and idioms are not specifically American English.
- Culture-specific and job/profession-specific situations are avoided.
- Names from different countries are included.
- Different English accents are used throughout the test mainly American, British,
   Canadian and Australian accents.

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#### Structure of the Test

Section	Part	Task	Number of Questions	Time	Maximum Score
	1	Photographs	10	45 minutes	
Listening	2	Question-Response	30		
Comprehension	3	Short Conversations	30		495
	4	Short Talks	30		
	5	Incomplete Sentences	40	75 minutes	495
Reading	6	Text Completion	12		
Comprehension	7 Read	Reading Comprehension (Single Passages)	28		
		Reading Comprehension (Double Passages)	20		
TOTAL	7 Parts		200 questions	120 minutes	990

#### 1. Listening Comprehension

This section measures the candidate's ability to understand spoken English. Varied accents, including US, British, Australian, and Canadian can be heard in all parts of the test in order to reflect the reality of the workplace. Practice with all these accents is therefore necessary to help yourself get used to listening to English in the global business world.

## PART 1\_Photographs



10 questions

Time for instruction: about 90 seconds Time between questions: 5 seconds

In Part 1 you will see a picture in your test book and hear four short statements. You should choose the statement that best describes the picture and mark your answer on the given answer sheet. All the statements will be read once only.

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#### PART 2\_Question & Response

30 questions

Time for instruction: about 60 seconds Time between questions: 5 seconds

- 11. Mark your answer on your answer sheet.
- 12. Mark your answer on your answer sheet.
- 13. Mark your answer on your answer sheet.
- 14. Mark your answer on your answer sheet.
- 26. Mark your answer on your answer sheet.
- 27. Mark your answer on your answer sheet.
- 28. Mark your answer on your answer sheet.
- 29. Mark your answer on your answer sheet.

In Part 2 you will hear a speaker asking a question or making a short statement. Then a second speaker will give three possible responses. You are to choose the best response to the question or statement you have heard and mark your answer on the answer sheet. All the questions and statements will be read once only.

#### PART 3 Short Conversations

30 questions

Time for instruction: about 30 seconds Time between questions: 8 seconds

#### 41. Where is the conversation taking place?

- (A) in a travel agency
- (B) In an airport
- (C) In a post office
- (D) In a convenience store

#### 42. What is the woman doing?

- (A) Sending a package
- (B) Picking up an airline ticket
- (C) Getting a physical checkup
- (D) Buying some groceries

#### 43. Where will the woman most likely go next?

- (A) To the airport
- (B) To the post office
- (C) To a travel agency
- (D) To a market

In Part 3 you will hear short conversations between 2 people. You then read three questions in your test book about each conversation. There are four responses to each of the questions. You are to choose the best response in each case and mark your answer on the answer sheet. You will hear each conversation once only.

#### PART 4 Short Talks

30 questions

Time for instruction: about 30 seconds Time between questions: 8 seconds

#### 71. What is the talk mainly about?

- (A) The launch of their new product
- (B) Their sales record from last year
- (C) Making more profits this year
- (D) Getting rid of the inactive accounts

73. How are they going to achieve their goal?

- (A) By getting extra phones in the office
- (B) By employing more workers
- (C) By going out to meet their clients
- (D) By appointing a new board of directors

In Part 4 you will hear short talks given by single speakers. Each short talk is followed by three questions printed in your test book. There are four responses to each of the questions. You are to choose the best response in each case and mark your answer on the answer sheet. You will hear each talk once only.

### 2. Reading Comprehension

#### PART 5\_Incomplete Sentences

40 questions

101.	Last year's job fair in London was a remarkable, drawing over 200,000 participants
	worldwide.

- (A) success
- (B) successes
- (C) succeed
- (D) succeeding

103. Guests can experience excellent ----- service at our newly opened Italian restaurant.

- (A) dine
- (B) dines
- (C) dining
- (D) dined

In Part 5 you will read incomplete sentences. Each sentence is followed by four answer choices with words or phrases. You are to choose the answer choice that best completes the sentence and mark your answer on the answer sheet.

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