Introduction

This packet reviews basic testing strategies for the TOEIC. It is highly recommended to use this packet in a Conversation Partner session, but it can also be used for self-study. Start with general vocabulary, speaking and reading practice for comprehensive language review relevant to multiple tests. Further practice can be found under “Web Resources.”

All answers to grammar exercises are included. You will also need headphones and internet access for some of the listening and speaking prompts.

The TOEFL and IELTS packets also offer questions that are similar in nature and could be used for additional practice.


## Which test should I take?

I am a non-native speaker applying to…

| An undergraduate program in the U.S. | TOEFL; ACT or SAT | TOEFL is more commonly accepted in U.S. universities, although some schools now take the IELTS too. |
| An undergraduate program in the UK, New Zealand, or Australia | IELTS and Cambridge English Language Assessment tests | As of 2014, the British council is no longer accepting TOEFL or TOEIC scores to obtain UK visas! |
| A graduate program in the U.S. | GRE; TOEFL | The GRE is the test required for most native and non-native speakers applying to graduate level programs. In addition, non-native speakers may be required to take the TOEFL or IELTS exam. |
| A graduate program in the UK, New Zealand, or Australia | Cambridge English Language Assessment | As of 2014, the British council is no longer accepting TOEFL or TOEIC scores to obtain UK visas! |
| Business school | GMAT; TOEIC | The TOEIC is similar to the TOEFL and IELTS, but it specifically tests workplace English. |
| Law school | LSAT | The LSAT is taken by native and non-native speakers applying to law school. |
Philadelphia Testing Sites and Fees

TOEIC: Contact ETS for exact price at location.

ELS Language Centers
St. Joseph's University
5414 Overbrook Avenue
Philadelphia, PA 19131-1335
Test start time: 1 p.m.

LSAT: $165

Offered at Drexel, LaSalle, Temple, and UPenn in June, October, December and February

View site for more information:

General Testing Vocabulary
This page includes vocabulary that is good to study for any standardized test, as well as example sentences that might be used on a test.

Affect and effect: How does the globalization of English affect other languages?
According to the passage, what are the long-term effects of radiation exposure?

Analogy: In the passage above, “a pack of wolves” is an analogy for what?

Classification: The Dewey Decimal system is a form of book classification used in libraries.

Conclude: What did the researchers conclude at the end of their study?

Condition: What conditions must be met for a number to be prime?

Connotation: In the passage, fast food has a negative connotation with laziness.

Determine: How did scientists determine the origin of the fossils?

Discourse: In sentence 5, the phrase “academic discourse” refers to language used in the classroom.

Draw conclusions: We can draw conclusions about the author’s emotions based on his word choice.

e.g. (for example) Legumes (e.g., beans and lentils) contain healthy fats.

Genre: What is the genre of the passage?

i.e. (in other words): The recent boycott (i.e., the embargo on imported goods) has slowed business.

Impact: According to the argument above, how does pollution impact the fishing industry?

Metaphor: In the text, “the lion” is a metaphor for the government.

Passage: What can we infer from this passage?

Significant: What significant changes does the author propose?

Symbol/symbolize: What does the color black symbolize in the passage?

Text: What is Smith’s analysis of the text?

Tone: Which sentence below proves that the author’s tone is humorous?

Valid/Invalid: If a=c, which argument is invalid?

Period: In what time period does the story take place?
General Testing Speaking Practice

For this section, you will need headphones and/or a quiet space and an internet connection.

Most of these practice questions use 3-minute TED talks and Upworthy videos. Note that there are a variety of accents: non-native, American, and British.

Practice 1:

Ariana Huffington: How to succeed? Get more sleep

http://www.ted.com/talks/arianna_huffington_how_to_succeed_get_more_sleep

Based on what the speaker says in the video, decide if the statements below A: support the speaker’s claims B: do not support the speaker’s claims or C: information is not given.

1. Many people think that sleep deprivation is a sign of being productive and busy.
2. People are making poor decisions because they get too much sleep.
3. Having a high I.Q. means that you’re a good leader.

Practice 2:

Lee Cronin: Print your own medicine

http://www.ted.com/talks/lee_cronin_print_your_own_medicine

True or False?

The 3-D printer in the talk is being used to print:

a. Fabrics
b. Beakers and test tubes
c. Food

How will the 3-D printer make medicine?

a. Using special ink that prints molecules
b. Using hair samples
c. Using a superbug

Someday, the 3-D printer will be able to print medicine specific to a person by using:

a. That person’s special ink
b. That person’s DNA
c. That person’s image
Practice 3: True or False

Lalitesh Katragadda: Making Maps to Fight Disaster, Build Economies

http://www.ted.com/talks/lalitesh_katragadda_making_maps_to_fight_disaster_build_economies

1. Only 20% of the world was mapped in 2005.
2. Google Map Maker allows people to map things locally.
3. Maps could help in times of disaster by revealing hospitals and unknown roads.

Practice 4: Matching

1. GPS
2. Characteristics of storms
3. Names of storms in 2010
4. Early origins of humanizing storms
5. Sixth sense

A. Greek gods
B. Alex, Bonnie, Collin
C. Service area in 0.5 miles
D. Mind reading
E. Dangerous and unexpected

More Advanced Listening Practice

Short Answer Listening Practice 5

Sarah Parcak: Archeology from Space

http://www.ted.com/talks/sarah_parcak_archeology_from_space

a. In what country was this research conducted?
b. What kind of data was used to find an ancient city?
c. What did the archeologists find five meters down underneath the mud?
d. Who is being trained to use the satellite technology so that they can make discoveries?
Multiple Choice Listening Practice 6

Robin Nagle: What I discovered in New York City Trash

http://www.ted.com/talks/robin_nagle_what_i_discovered_in_new_york_city_trash

1. Who cleans up the trash in New York City?
   a. Private companies
   b. Volunteers
   c. The Department of Sanitation

2. What is one reason that being a sanitation worker a dangerous job? Choose the best answer.
   a. People throw away too much trash
   b. Motorists do not pay attention when driving around garbage trucks
   c. People ignore sanitation workers

3. What does the speaker suggest at the end of the talk?
   a. Clean up your own trash
   b. Pay sanitation workers more
   c. Thank sanitation workers for what they do

Answer Key:

Practice 1:

1. A
2. B (people are making poor decisions because they are getting too little sleep, not too much)
3. B (The speaker says that having a high I.Q. does not mean you are a good leader)

Practice 2:

1. B. Beakers and test tubes
2. A. Using special ink that prints molecules
3. B. that person’s DNA

Practice 3:

1. False (15% of the world was not mapped in 2005)
2. True
3. True

Practice 4:

- A: 4
- B: 3
- C: 1
- D: 5
- E: 2
Practice 5:

a. Egypt
b. Satellite data (or topography data)
c. Pottery
d. Young Egyptians

Practice 6:

1. C. Department of Sanitation
2. B. Motorists do not pay attention when driving around garbage trucks
3. C. Thank sanitation workers for what they do

Practice Speaking Prompts

Listen to the video “Hannah Brencher: Love letters to strangers.”

http://www.ted.com/talks/hannah_brencher_love_letters_to_strangers

Do you ever write letters? For whom do you write them and why?

Do you think letters are better than writing emails or texts? Why or why not?

General Writing Practice

Look at a chart or graph and summarize information from the chart by selecting important features and comparing/contrasting them.

Read a statement about a specific topic and provide your opinion on the topic. Provide relevant examples from your own knowledge or experience.

Should more money be put into space exploration? Why or why not?
Test of English for International Communication (TOEIC): Overview

The TOEIC test is designed for workplace English and is ideal to take for anyone working in hospitality and tourism, business, or other service industries (restaurants, conventions, etc.).

The TOEIC consists of two tests that can be taken at separate times:

Listening and Reading (approximately 2.5 hours): paper based, multiple-choice

Speaking and Writing (approximate 1.5 hours):

Listening

- Part 1: Photographs:
  - For this section, you will hear for statements and must choose the one that best fits the picture.

- Part 2: Question-Response
  - You will hear a question and must choose the best response from three possible answers.

- Part 3: Conversations
  - You will hear a brief conversation and then asked three questions about what happened in the conversation.

- Part 4: Short Talks
  - Similar to the section above, except you will listen to a single speaker talk about a particular topic, then answer three questions.

Reading

- Part 5: Incomplete Sentences
  - You will be asked to choose the appropriate word or phrase to make the sentence grammatically correct.

- Part 6: Error Recognition or Text Completion
  - Similar to the section above, you will choose the appropriate word or phrase, but this time in a longer text (such as a letter).

- Part 7: Reading Comprehension
  - You will read texts such as bulletins, letters, or advertisements and answer questions about the text in multiple choice format.
Speaking

- Part 1-2: Read a Text Aloud
  - There are three questions in this section. You must read a text aloud with proper emphases, rising and falling intonation, and pauses.

- Part 3: Describe a Picture
  - You will orally describe a picture. You will have thirty seconds to prepare and 45 seconds to describe the picture with as many details as you can.

- Part 4-6: Respond to Questions
  - In this section, you will answer three general questions about a single topic. You will have no time to prepare. You will have between 15 and 30 seconds to respond to each question. Examples of questions are likes and dislikes, personal experiences, etc.

- Part 7-9: Respond to questions using information provided
  - You will be given three short questions related to an events schedule. You will have 15 to 30 seconds to answer each question. The questions and answers follow the model of a telephone conversation.

- Part 10: Propose a Solution
  - For this section, you will listen to a telephone message describing a problem. You will have 30 seconds to prepare and 60 seconds to respond with a solution to this problem.

- Part 11: Express an Opinion
  - You will be asked your opinion on a specific topic (for example, the benefits of online learning). You will have 15 seconds to prepare and 60 seconds to respond.

Writing:

- Parts 1-5: Write a sentence based on a picture
  - You will be scored based on grammatical accuracy and relevance of the sentence to the picture.

- Parts 6-7: Respond to a written request
  - You will have ten minutes to read and respond to an email.

- Part 8: Write an opinion essay
  - You will write an essay (a minimum of 300 words) to describe your opinion on a particular topic. You will have 30 minutes to plan, write, and revise.
TOEIC Speaking Test Practice Questions

Read a Text Aloud

Sample 1:

We would like to cordially invite you to the international gala for new students. The event will be held in the main lobby of the business school on Friday, February 17th. In addition to meeting new friends and colleagues, you will have the opportunity to join student organizations and vote for our next Class Ambassador. Interested in attending? Contact us!

Sample 2:

Dear Tenants,

Please note our new policy on admitting pets into the building. If you bring a new pet into your unit, you must notify the landlord and pay the $200 pet deposit. Failure to do so will result in eviction. At this time, we only allow cats and small dogs in the units. We may ask for proof that your pets have received proper vaccinations before permitting them in the building.

Respond to Questions

Sample 1:

Imagine that you are being given a customer satisfaction survey over the phone.

- What would you do if you ordered a product and it wasn’t what you expected?
- Have you ever returned a product? Why or why not?
- Do you prefer to shop online or in stores? Why or why not?

Sample 2:

Imagine that you are talking with friends about your TV preferences.

- What kinds of TV shows do you like?
- When and where did you last watch TV?
- Do you think it is beneficial to have less TVs at home? Why or why not?
Sample 3: Respond to Questions Using Information Provided

Street Sale and Block Party!
Saturday, May 2\textsuperscript{nd} 12-5PM

Bring your gently used items to our 5\textsuperscript{th} annual street sale! Profit from donated items will go toward planting neighborhood trees and renovating the local park!

Admission: $5 (Free for children under 12)

$2 to enter the raffle. First place discount passes to the amusement park!
Second place winners receive a t-shirt.

Come join us for an afternoon of shopping, prizes, and food!

What day does the event begin and end?

What is the prize for the first place raffle winner?

If I have a daughter who is 10 years old, how much is her admission?

Sample 4: Respond to Questions Using Information Provided

Free Workout Classes

Pilates: Fridays, 10-11AM

Yoga: Monday and Sunday, 7-9AM

Weightlifting Circuit: Every day at 5PM

Swimming: Saturdays at 11AM

What day of the week is swimming?

Which class is offered twice a week?

Which class is offered after 12PM?
Propose a Solution
Sample Prompt: Listen to this voicemail. You will have 30 seconds to prepare and 60 seconds to respond.

Good afternoon, this is Steve Simmons. Last night, I accidentally left my credit card at your restaurant. Unfortunately, I am leaving today for a business trip and I won’t have time to pick up the card. What is the best way for me to get my card back as quickly as possible? I am willing to pay for any postage costs if you send it to my home address.

Sample Prompt 2: Listen to this voicemail. You will have 30 seconds to prepare and 60 seconds to respond.

Hello, I bought a dress from your store. I intended to give it to my niece as a birthday gift, but it is too small on her. When I tried to exchange it for a larger size, the sales representative told me that there were no more dresses available. I do not have the receipt anymore. Please let me know how I can resolve this situation.

Describe a Picture and Write a Sentence Based on a Picture
Use the pictures below to practice both speaking and writing a sentence about the picture.
Possible Answers:

Picture 1: The man is pushing the woman down the sidewalk on a skateboard.

Picture 2: The man and woman are mapping out a business plan with sticky notes.

Picture 3: The four women are giving a presentation using a projector screen.

Picture 4: The chef is showing the young man how to cut vegetables.

Picture 5: The woman works at a bakery. She is counting money from the register.

Picture 6: The boy is fixing a computer. The boy is plugging the wire into the back of the computer.
TOEIC Reading Sample Questions

Sentence Completion:

Even ____ we finish the project tonight, we still won’t be able to present it on time.

A. Though  
B. If  
C. Whether

Every fall, I ____ to Maine for a weekend trip to see my family.

A. Was going  
B. Am going  
C. Go

Neither Mary ____ her sister is good at sports.

A. nor  
B. or  
C. and

Text Completion Sample Prompt:

Dear Cindy,

This email is to notify you that you are two months late on submitting your insurance payment. Please note that after thirty days of a missed payment, you we will _______ services.

A. Canceling  
B. Canceled  
C. Cancel

If you wish to speak with a customer service representative, please call our hot line. We are available 24 hours a day, seven days a week. If you wish to _________ your account with us, simply disregard this letter.

A. Terminates  
B. Terminate  
C. Terminating

Don’t forget to make an online account with us. __________ to making online payments, you can access claims information, previous medical records, and more!

A. In addition
B. Instead
C. Regarding

**TOEIC Written Requests: Sample Questions**

**Sample Question 1:**

From: The English School
To: Student
Subject: Thank you for your interest in our program
Sent: May 5, 3:32PM

Thank you for your interest in our program! We offer English classes open to the public. Any student can register. If you are interested in attending our next English class, please email us for more information.

Respond to the email with at least two requests for further information.

**Sample Question 2:**

From: The Clothing Cottage
To: Customer
Subject: Your return
Sent: May 5, 3:32PM

We are sorry that you were not satisfied with your order. You may return or exchange your item or call us to speak with a customer service representative.

Respond to the email requesting at least two forms of clarification on returning or exchanging an item.
Sample Question 3:

To: Landlord

From: Interested Renter

Subject: available apartments.

Hello,

I saw your advertisement for the $1400 two bedroom apartment on 5th street. I love the apartment, but it is a little too far from where I work, and it is about $200 over my budget. Do you have any apartments closer to the subway or bus stop? Are you open to negotiating the price of your rentals below $1200? Thank you.

Answer this person’s questions by stating where you have apartments and whether or not you are able to negotiate the rental price, and why or why not.


Opinion Essay Questions:

Sample Essay Topic 1:

A lot of companies are now allowing their employees to work from home. Do you think it is smart to let employees work at home? What are some of the advantages or disadvantages? Give reasons and examples to support your answer.

Sample Essay Topic 2:

A company recently created a drink that will eliminate the need to eat real food. The drink provides all of the nutrients needed for a complete diet. What are some of the benefits or consequences of selling a drink like this?

Sample Essay Topic 3:

Many people love the convenience of iPhones and Facebook to stay in touch with old friends, but some think it’s bad for social interaction. Do you think modern technology is helping or harming our relationship? Give details and reasons to support your answer.
Web Resources
Sample Tests:


http://www.english-test.net/toeic/

http://www.4tests.com/toeic


http://www.thithutienganh.com/ (Click on “TOEIC Sample” on left then scroll down page for tests)