

HOMework:

Kindly give the definition of the following words and make the sentence.

1. **dwindle**
2. **futile**
3. **proponent**

TOEIC 2-5 Incomplete Sentence

Part V marks the beginning of the reading skills section. In this section you will read a sentence that has one blank spot. There will be four choices of words or phrases to choose from. You will have to choose the one that you think completes the sentence. When the sentence is complete it must be grammatically correct.

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- a. quickly
b. gladly
c. deeply
d. lately
3. Mr. and Mrs. Spellborn will be joining the party late due to _____ son's school play.
a. they
b. their
c. theirs
d. them
4. The software she _____ at the trade fair last week did not come with a manual.
a. purchase
b. purchasing

- c. purchases
 - d. purchased
5. The last _____ for the new position did very poorly on his interview.
- a. applying
 - b. application
 - c. applicant
 - d. appliance
6. The contract for the new leasing agreement is _____ ready for you to sign. a) once
- a. soon
 - b. now
 - c. forever
7. The new loading dock for incoming delivery trucks plans _____ by the end of this month

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9. Meeting Room B will be unavailable _____ the next three weeks due to repairs.
- a. in
 - b. over
 - c. at
 - d. about
10. In case of computer failure or malfunction, please _____ to the technical manual for assistance.
- a. inquire
 - b. browse
 - c. check
 - d. refer
11. Please fill out your paper work _____ company guidelines.
- a. in accordance with

- b. accordingly
 - c. according
 - d. accord
12. The Sales Department, in light ____ the recent drop in sales, warns that earnings may be down this quarter.
- a. of
 - b. by
 - c. at
 - d. on
13. As part of its new fall sales _____, Mika Motors will offer big rebates on all new vehicles.
- a. promoted
 - b. promote
 - c. promoting

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- as _____ as possible.
- a. long
 - b. timely
 - c. inaccurately
 - d. loud

HOMEWORK: Fill in the blanks

1. or/and/neither/either/both

- He forgot to bring _____his sweater and his jacket.
- She will come _____Saturday or Sunday.
- He can _____ speak German nor French.
- I can come now _____later.

2. change to adverb

- He left the classroom (quick)_____.
- She (glad)_____told me why she won the game.
- We (deep)_____regret to tell you you did not get the job.
- I have not seem him (late)_____.

3. them /their /theirs /they

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5. appliances/applying/application/applicants

- He is _____for the new management position.
- Please fill out this _____ and then wait your turn.
- There are five _____for the job - all women.
- _____like toaster and blenders make good gifts.