

## TOEIC LESSON MANAGEMENT (25- minute lesson)

### GENERAL INSTRUCTIONS

- A. Orient student on what he/she will do in each type of test. Do this only on chapter 1. **For the remaining chapters; you don't have to do the orientation.**
- B. Student must type his/her answer on the Skype chat box.
- C. Read the choices for students using the correct pacing and enunciation. (for listening test)
- D. Read clearly.

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

information, 2. choice, 3. yes/no, 4. tag.

- C. Process student's answer one at a time.
- D. If student gives the correct answer, ask him/ her what made him/ her decide that it is the correct answer.
- E. Follow up and give more attention and time to the item which the student commits mistake.

## PART 2 Question – Response

For this part of the exam, you will listen to 10 questions, and will hear three spoken responses. You must decide the best response for each question. There will be an eight-second pause between each question.

### STRATEGY □: KNOW THE DIRECTIONS

It is important to understand what you are being asked to do **before** you take the test.

The directions will look something like this:

**Directions:** You will hear a question or statement and three responses spoken in English. They will be spoken only once and will not be printed in your test book.

Choose the best response to the question or statement and mark the letter on your answer sheet.

Listen to a sample question:

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

1. Wh- information
2. Choice
3. Yes/No
4. Tag

### Wh- Information Questions

Wh- information questions are the most common type of question on the exam. They use question words (who, what, where, why, when, and how). They ask about details and require answers that provide specific information. The correct answers are usually **not** simply "yes" or "no."

### Choice questions

Choice questions ask about choices and preferences. They require answers that provide specific information. Choice questions often use the initial question word which.

***Which suit do you like better?***

***The blue one.***

The expected answer should indicate a specific choice or preference:

Often, Choice questions present the choices using the word or:

***Would you like coffee or tea?***  
***cream.***

***Coffee, please, with a little***

The expected answer should indicate a specific choice or preference:

### Yes/No Questions

Yes/No questions require an answer that is "yes," "no," or an expression of

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

are more common in spoken English than they are in written English.

***Chris works in the accounting department, doesn't he?***

In this case, the question is checking whether or not Chris works in the accounting department. The speaker thinks this might be true but is not sure. Notice that the expected answer is "yes," "no," or an expression of uncertainty:

***No, he works in the marketing department.***

## TAPESCRIPT

1. Who's Jennifer talking to now?

- A. In the meeting room.
- B. About the conference.
- C. Her secretary, I think.

2. Whose printer is this?

- A. It's John's.
- B. It's the one near the desk.
- C. It's printing the document now.

3. When can you finish your project?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

5. When will you retire from this company?

- A. Maybe tomorrow, I'll call you.
- B. Next month.
- C I am tired of doing it.

6. Where is Mr. White?

- A. Don't ask me.
- B. He goes out with Bill.
- C. He is writing his paper

**7. Why didn't Mr. Johnson get the chance to the conference?**

**A. He doesn't know the dates.**

**B. He couldn't find a place to stay.**

**C. He has no any information about attending the conference.**

**8. Why was the meeting cancelled?**

**A. We are late for the meeting.**

**B. Two days ago.**

**C. Because of bad weather.**

**9. Why didn't you go to the farewell party last night?**

**A. I would like to go the party.**

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

**A. Yes, I plan to visit it.**

**B. I took a long time coming here.**

**C. No, this is my first visit.**

**12. Have you checked the unemployment figures this month?**

**A. They are the highest in this year.**

**B. No, I can't do it.**

**C. Yes, I have some figures.**

**13. Will you attend the presentation?**

**A. Sure, the presentation was great!**

**B. Yes! I guess so.**

**C. No! I didn't.**

**14. Does John plan to go to the meeting with you?**

**A. Yes, he does.**

**B. He went to meeting with you.**

**C. He didn't like the meeting**

**15. Could you come to work this weekend?**

**A. Sorry, I have an important appointment.**

**B. Weekends are not workdays.**

**C. I'm afraid so.**

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

**18. Mary Brown has been appointed to run the overseas section, hasn't she?**

**A. Yes, he has.**

**B. Yes, she has.**

**C. Yes, she runs well.**

**19. Nobody told you Helen is promoted, did they?**

**A. I will attend the party.**

**B. Yes, they told me before.**

**C. No, they did.**