

## TOEIC Part 3 Practice #1

The student will look at the questions and answers in the first part, the teacher will read the script in the second part. After each dialogue there are three questions based on the dialogue. The student should choose which of the four answers is the best answer for the question based on the dialogue.

1. What are the speakers mainly discussing?

- (A) A business report's contents
- (B) Quarterly earnings
- (C) A missed deadline
- (D) A presentation schedule

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3. What will the second man probably do next?

- (A) Submit a budget proposal
- (B) Revise and resubmit the report
- (C) Contact another department
- (D) Prepare a chart for a meeting

4. What is going to happen this weekend?

- (A) A lab inspection
- (B) A fire drill
- (C) A lighting upgrade

(D) A staff retreat

5. What does the woman suggest?

- (A) Backing up all files
- (B) Not using the elevators
- (C) Retrieving needed items early
- (D) Locking all lab cabinets

6. What will the man most likely do?

- (A) Lock the lab door
- (B) Cancel a meeting
- (C) File a maintenance request

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(C) Website design

(D) International business

8. How does the second woman feel about the speaker?

- (A) He was confusing
- (B) He gave useful suggestions
- (C) He spoke too quickly
- (D) He was hard to understand

9. What does the woman say about the seminar video?

- (A) It won't be available
- (B) It was poorly recorded

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- (C) It will be posted online soon
- (D) It was only shared by email

10. When is the client presentation now scheduled?

- (A) Friday
- (B) This afternoon
- (C) Next week
- (D) Monday

11. What did the client request?

- (A) A longer meeting
- (B) A schedule change

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- (B) Send out an email
- (C) Prepare a new report
- (D) Update the presentation materials

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13. What is going to happen next week?

- (A) A training session
- (B) A new hire orientation
- (C) A workplace inspection
- (D) An equipment upgrade

14. What does the woman ask about?

- (A) Lab samples

- (B) Visitor sign-in procedures
- (C) Cleaning checklists
- (D) Team schedules

15. What does the man say he will do?

- (A) Send out a memo
- (B) Upload documents
- (C) Review security footage
- (D) Cancel the inspection

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16. What are the speakers talking about?

- A. A change in the conference schedule

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- A. The room is not available
- B. There was a scheduling mistake
- C. The keynote speaker canceled
- D. The event was postponed

18. When is the panel scheduled now?

- A. Friday afternoon
- B. Thursday morning
- C. Friday evening
- D. Thursday afternoon

19. What is the woman considering doing?

- A. Applying for a new position
- B. Transferring to another company
- C. Attending a leadership seminar
- D. Taking time off from work

20. Why is she nervous?

- A. She forgot to complete her application
- B. She has never done an interview before
- C. She's preparing for an interview
- D. She's meeting the team leader

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22. What did the man order?

- A. Grilled chicken
- B. Roasted vegetables
- C. Grilled salmon
- D. Fried shrimp

23. What does the woman offer to do?

- A. Cancel the man's order
- B. Remake the correct dish
- C. Refund the meal
- D. Bring a dessert

24. What does the man decide to do?

- A. Leave the restaurant
- B. Wait outside
- C. Keep the incorrect dish
- D. Speak to the chef

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25. What is the woman working on?

- A. A presentation
- B. A spreadsheet
- C. A proposal
- D. A budget report

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D. Performance reviews

27. What does she say she will do by 11:30?

- A. Call the client
- B. Finish the presentation
- C. Submit a budget
- D. Meet with her supervisor

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28. What are the men discussing?

- A. A new office policy
- B. A fitness center
- C. A training seminar

D. A company cafeteria

29. What benefit does the company offer?

- A. Free personal training
- B. Discounted memberships
- C. Free gym gear
- D. Health screenings

30. What does the man hope to find?

- A. Evening yoga classes
- B. Weekend hours
- C. Early morning sessions

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# Teacher's Script

Questions 1–3 refer to the following conversation.

**M1:** I'm reviewing the report you submitted yesterday. Most of it looks solid, but I'm a bit confused about the projections on page three.

**M2:** Oh, yes—I meant to clarify that section. I used last quarter's figures as a baseline, then applied a 10% growth estimate for the next two quarters.

**M1:** Ah, I see. That wasn't immediately obvious from the chart labels.

**M2:** I'll revise that so it's clearer and resubmit it this afternoon.

**1. What are the speakers mainly discussing?**

**2. What did the man find unclear?**

**3. What will the second man probably do next?**

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through Sunday evening.

**W:** So if we need anything from the lab, we should grab it before the end of the day Friday.

**M:** Good point. I'll pick up those samples I stored in the cooler and take them home just in case.

**4. What is going to happen this weekend?**

**5. What does the woman suggest?**

**6. What will the man most likely do?**

Questions 7–9 refer to the following conversation.

**W1:** Did you attend the marketing seminar yesterday?

**W2:** I did. The speaker was fantastic—lots of practical advice for using social media to drive sales.

**W1:** I'm sorry I missed it. Was it recorded?

**W2:** Yes, the organizer said the video would be online by the end of the week.

**7. What was the topic of the seminar?**

**8. How does the second woman feel about the speaker?**

**9. What does the woman say about the seminar video?**

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**Questions 10–12 refer to the following conversation.**

**M:** Hi, I was just told that the client presentation was moved to Monday

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**10. When is the client presentation now scheduled?**

**11. What did the client request?**

**12. What will the woman do by Monday?**

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**Questions 13–15 refer to the following conversation.**

**W:** Are you ready for the site inspection next week? I heard the safety officer is doing surprise audits.

**M:** I've double-checked all the logs and safety equipment. We should be in good shape.

**W:** What about the visitor sign-in sheets? They're supposed to be digitized

now.

**M:** I'll scan and upload them this afternoon, just to be safe.

**13. What is going to happen next week?**

**14. What does the woman ask about?**

**15. What does the man say he will do?**

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**Questions 16–18 refer to the following conversation.**

**W:** Hey, did you hear about the schedule change for next week's conference?

**M:** No, I haven't. What's going on?

**W:** The keynote speaker canceled, so they had to rearrange the entire agenda.

**M:** That's unfortunate. Do we still have our panel on Friday?

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**Questions 19–21 refer to the following conversation.**

**W1:** I'm thinking of submitting my application for the team leader role.

**W2:** You should! You've been with the company for over five years.

**W1:** Thanks. I'm just nervous about the interview.

**W2:** You'll be great. Want to do a mock interview later today?

**W1:** That would help a lot—thank you.

**19. What is the woman considering doing?**

**20. Why is she nervous?**

**21. What does the second woman offer to do?**

## Questions 22–24 refer to the following conversation.

**M:** Excuse me, I ordered the grilled salmon, but this looks like chicken.

**W:** Oh, I apologize. Let me double-check your order.

**M:** I'm pretty sure I asked for the salmon special.

**W:** You're right. I'll have the kitchen remake it right away. Please keep the chicken while you wait.

**M:** Thanks, I appreciate that.

**22. What did the man order?**

**23. What does the woman offer to do?**

**24. What does the man decide to do?**

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**W1:** Perfect. Let me know if you still need anything.

**25. What is the woman working on?**

**26. What information is she missing?**

**27. What does she say she will do by 11:30?**

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## Questions 28–30 refer to the following conversation.

**M1:** I heard the new fitness center is opening next week. Are you planning to join?

**M2:** I might. They're offering discounted memberships for employees.

**M1:** That's great. I hope they have early morning classes.

**M2:** I saw on their website that classes start at 6 a.m.

28. **What are the men discussing?**
29. **What benefit does the company offer?**
30. **What does the man hope to find?**

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## Answers

1. A
2. B
3. B
4. C
5. C
6. D
7. A
8. B
9. C
10. D
11. B
12. D

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18. A
19. A
20. C
21. B
22. C
23. B
24. C
25. A
26. B
27. B
28. B
29. B
30. C