

TOEIC Part 3 Practice #15

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 department budget
- B. A team meeting
- C. A staffing issue
- D. A delayed report

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3. What does the man say about the finance team?

- A. They missed a deadline
- B. They had new software installed
- C. They hired two new workers
- D. They were short-staffed

4. What are the speakers preparing for?

- A. A budget review
- B. A job interview
- C. A conference call

D. A training seminar

5. What does the woman ask the man about?

- A. The attendance list
- B. The training materials
- C. The projector
- D. The guest speaker

6. What does the man say he will do next?

- A. Send an e-mail
- B. Prepare handouts
- C. Set up chairs

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- C. Making a phone call
- D. Printing tickets

8. What problem does the man mention?

- A. The e-mail server is down
- B. The phone lines are busy
- C. A printer is not working
- D. The ticket file is missing

9. What does the man recommend?

- A. Using a different printer
- B. Replacing the ink cartridge

- C. Waiting until tomorrow
- D. Contacting technical support

10. What does the man ask about?

- A. A new contract
- B. A staff meeting
- C. A company merger
- D. A job opening

11. What does the woman say about the team?

- A. It's growing
- B. It's relocating

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- D. To expand into a new region
- C. To reduce turnover
- D. To handle more clients

13. What is the woman concerned about?

- A. The item is out of stock
- B. The product is damaged
- C. The shipping fee is too high
- D. The delivery address is incorrect

14. What does the man suggest the woman do?

- A. Reorder the item

- B. Call customer service
- C. Cancel the purchase
- D. Visit the store

15. Why is the issue urgent?

- A. The return window is short
- B. The order may be delayed
- C. The package is fragile
- D. The address is international

16. What does the man plan to do?

- A. Take time off

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- A. The office will be closed
- B. The man has a training session
- C. A deadline is approaching
- D. She also wants time off

18. What does the man decide to do?

- A. Delay his vacation
- B. Ask for approval
- C. Cancel his request
- D. Notify the whole team

19. What does the woman request?

- A. An updated budget
- B. A meeting schedule
- C. A press release
- D. A sales report

20. Why does she need the document?

- A. To get approval
- B. For a presentation
- C. For printing
- D. To compare with last year's

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22. What does the man mention?

- A. The call volume increased
- B. The shift times were changed
- C. Sales improved
- D. Customer satisfaction declined

23. What has the woman already done?

- A. Launched a survey
- B. Scheduled training
- C. Reduced staff
- D. Updated the database

24. What does the woman suggest doing next?

- A. Reviewing the script
- B. Adding more agents
- C. Replacing the manager
- D. Shortening call times

25. What does the woman say is happening?

- A. A price increase
- B. A schedule change
- C. A change in food provider
- D. A renovation

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27. What type of food is being added?

- A. Local specialties
- B. Vegetarian meals
- C. Seafood dishes
- D. Frozen options

28. What are the speakers talking about?

- A. A new sign
- B. A marketing campaign
- C. A design software

D. A company logo

29. What does the woman say about the sign?

- A. It looks professional
- B. It has a typo
- C. It will be moved
- D. It needs lighting

30. What do the speakers both agree on?

- A. The layout needs to change
- B. The design was too expensive
- C. The new sign is an improvement

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Teacher's Script

Questions 1–3 refer to the following conversation.

W: I'm surprised the monthly report still isn't ready.

M: Yeah, I submitted my section last week.

W: I wonder if the finance team is running behind.

M: That's possible—they were short-staffed last week.

1. What are the speakers mainly discussing?
2. What does the man say he did last week?
3. What does the man say about the finance team?

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4. What are the speakers preparing for?

5. What does the woman ask the man about?

6. What does the man say he will do next?

Questions 7–9 refer to the following conversation.

W: Can you help me print out the tickets for this afternoon's show?

M: Sure, but the printer's been having issues.

W: Oh, really? Should I use the one upstairs?

M: Yes, that one should work fine.

7. What does the woman need help with?

8. What problem does the man mention?

9. What does the man recommend?

Questions 10–12 refer to the following conversation.

M: I saw the job posting for the marketing assistant. Are we hiring again?

W: Yes, we're expanding the team this quarter.

M: That makes sense—we've taken on a lot of new clients lately.

W: Exactly. We need more help to manage the workload.

10. What does the man ask about?
11. What does the woman say about the team?
12. Why does the woman say the company is hiring?

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13. What is the woman concerned about?
14. What does the man suggest the woman do?
15. Why is the issue urgent?

Questions 16–18 refer to the following conversation.

M: I'm thinking of submitting my vacation request for next month.

W: That might be tough—our project deadline is mid-month.

M: Right. I'll try to schedule it for the last week, then.

W: That should work better.

16. What does the man plan to do?

17. Why is the woman hesitant?
18. What does the man decide to do?

Questions 19–21 refer to the following conversation.

W: Can you send me the final budget for the marketing campaign?

M: Sure, I just finished updating it this morning.

W: Perfect—I need it for the presentation this afternoon.

M: I'll e-mail it to you right now.

19. What does the woman request?
20. Why does she need the document?
21. What does the man say he will do?

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M: That's a good idea. Do you think we should also adjust the script they use?

W: Let's review it first, and then decide.

22. What does the man mention?
23. What has the woman already done?
24. What does the woman suggest doing next?

Questions 25–27 refer to the following conversation.

W: I heard our cafeteria is switching to a new food provider.

M: Yes, starting next Monday.

W: Do you know what changes we can expect?

M: They're adding more vegetarian and international options.

25. What does the woman say is happening?
26. What does the man say about the change?
27. What type of food is being added?

Questions 28–30 refer to the following conversation.

M: Did you see the new signage in the lobby?

W: Yes, it looks more modern and professional.

M: The design firm really did a great job.

W: Agreed—it's a big improvement over the old one.

28. What are the speakers talking about?

29. What does the woman say about the sign?

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Answers

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

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