

TOEIC Part 3 Practice #4

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.

Questions 1–3 refer to the following conversation:

1. What are the speakers mainly discussing?

- (A) A shipping invoice
- (B) A product return
- (C) A delivery schedule
- (D) A service contract

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- (D) She needs to confirm some details

3. What does the man ask the woman to do?

- (A) Contact the driver
- (B) Finalize the invoice
- (C) Follow up with the contractors
- (D) Print extra copies

Questions 4–6 refer to the following conversation:

4. What does the woman mention about the meeting?

- (A) Its date was changed

- (B) Its location was moved
- (C) It will be recorded
- (D) It will be canceled

5. Why was the meeting rescheduled?

- (A) The main presenter is sick
- (B) A room wasn't available
- (C) A conflict with another event
- (D) There was a power outage

6. What does the man say he will do?

- (A) Send an email to his team

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7. Where most likely is this conversation taking place?

- (A) At a supermarket
- (B) At a museum
- (C) At a bookstore
- (D) At a hotel

8. What does the man say about the book?

- (A) It's missing some pages
- (B) He's already purchased it
- (C) He found it online
- (D) He couldn't find it in-store

9. What does the woman say about the book?

- (A) It's out of stock
 - (B) It has been discounted
 - (C) It's not yet available
 - (D) It's in a different section
-

Questions 10–12 refer to the following conversation:

10. What are the speakers talking about?

- (A) Installing lighting
- (B) Receiving furniture
- (C) Scheduling a meeting
- (D) Hiring a contractor

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(D) Checked the invoice

12. What does the man offer to do?

- (A) Inspect the chairs
 - (B) Submit a complaint
 - (C) Write a report
 - (D) Notify the manager
-

Questions 13–15 refer to the following conversation:

13. What are the speakers mainly discussing?

- (A) A new menu item
- (B) A local restaurant review

- (C) A business expansion
- (D) A staffing issue

14. What does the man mention seeing?

- (A) A newspaper article
- (B) A customer complaint
- (C) A new billboard
- (D) A job posting

15. What does the woman say she might do?

- (A) Visit the downtown area
- (B) Apply for a job

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- (A) Return a product
- (B) Ask for technical support
- (C) Replace an item
- (D) Speak to a manager

17. What does the man ask the woman to provide?

- (A) Her ID
- (B) A phone number
- (C) Her account number
- (D) A receipt

18. What does the man say he will do?

- (A) Check the inventory
 - (B) Call a technician
 - (C) Review the warranty
 - (D) Issue a refund
-

Questions 19–21 refer to the following conversation:

19. What are the speakers discussing?

- (A) Replacing an employee
- (B) Scheduling a presentation
- (C) Using new software
- (D) Analyzing old data

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(D) it is being updated soon

21. What does the man say he will do by Monday?

- (A) Deliver a report
 - (B) Install the software
 - (C) Train the team
 - (D) Call the supplier
-

Questions 22–24 refer to the following conversation:

22. What are the speakers talking about?

- (A) An employee handbook
- (B) A new travel policy

- (C) A canceled trip
- (D) A form that has been updated

23. What does the woman say is different?

- (A) The expense limit
- (B) The form's layout
- (C) The submission method
- (D) The currency format

24. What does the man say he will do?

- (A) Review the form
- (B) Cancel a flight

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- (A) WORK HOURS
- (B) Employee roles
- (C) Meeting times
- (D) Lunch break rules

26. What does the man say about the schedule?

- (A) It will shorten total hours
- (B) It is only temporary
- (C) It includes a later closing time
- (D) It reduces weekend work

27. What does the woman imply about her work habits?

- (A) She prefers working early
 - (B) She is more productive later
 - (C) She works from home often
 - (D) She has frequent meetings
-

Questions 28–30 refer to the following conversation:

28. What problem are the speakers discussing?

- (A) A lost order
- (B) A delayed delivery
- (C) A wrong address
- (D) A damaged item

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- (D) The customer received the item

30. What does the man suggest doing?

- (A) Calling the courier
 - (B) Filing a refund
 - (C) Resending the item
 - (D) Sending a new invoice
-

Teacher's Script

Questions 1–3 refer to the following conversation:

M: Did you send the revised schedule to the contractors this morning?

W: I was about to, but I wanted to double-check the delivery times first.

M: Good idea. They were late last time, so let's make sure they confirm.

W: I'll call them and then send the email right after.

1. What are the speakers mainly discussing?
 2. Why hasn't the woman sent the schedule?
 3. What does the man ask the woman to do?
-

Questions 4–6 refer to the following conversation:

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5. Why was the meeting rescheduled?
 6. What does the man say he will do?
-

Questions 7–9 refer to the following conversation:

M: Excuse me, can you help me find this book? It says it's available online, but I couldn't locate it on the shelves.

W: Let me check the system. Ah, it's been moved to the new arrivals section—just past the café.

M: Oh, I didn't know we had that section. Thanks!

W: No problem. Let me know if you need help with anything else.

7. Where most likely is this conversation taking place?
8. What does the man say about the book?

9. What does the woman say about the book?

Questions 10–12 refer to the following conversation:

W: We just received a large shipment of office chairs.

M: Great! Did they all arrive in good condition?

W: Most of them, but three were slightly damaged. I already contacted the supplier.

M: OK, let me know if we need to file a report.

10. What are the speakers talking about?

11. What does the woman say she has already done?

12. What does the man offer to do?

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13. What are the speakers mainly discussing?

14. What does the man mention seeing?

15. What does the woman say she might do?

Questions 16–18 refer to the following conversation:

W: I'd like to return this headset. I bought it last week, but it stopped working.

M: Do you have the receipt with you?

W: Yes, here it is. I'd prefer to get a refund if possible.

M: That's no problem. I'll just process this at the counter.

16. What does the woman want to do?

17. What does the man ask the woman to provide?

18. What does the man say he will do?

Questions 19–21 refer to the following conversation:

M: I think we should use the new marketing software for this campaign.

W: Oh, the one they demonstrated last week? It looked very intuitive.

M: Yes, and it has great analytics features. I'll get it installed by Monday.

W: Perfect. That'll give us time to test it before launch.

19. What are the speakers discussing?

20. What does the woman say about the software?

21. What does the man say he will do by Monday?

Questions 22–24 refer to the following conversation:

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23. What does the woman say is different?

24. What does the man say he will do?

Questions 25–27 refer to the following conversation:

M: Our office hours will be changing starting next week.

W: Oh? What are the new hours?

M: We'll now open at 9 instead of 8, but stay open an hour later.

W: That works for me. I usually get more done in the afternoon anyway.

25. What is changing next week?

26. What does the man say about the schedule?

27. What does the woman imply about her work habits?

Questions 28–30 refer to the following conversation:

W: The customer didn't receive their package, even though the tracking says "delivered."

M: Hmm, could it have gone to the wrong address?

W: I double-checked, and the address was correct. Maybe it was left at the wrong apartment.

M: Let's contact the courier and see what they say.

28. What problem are the speakers discussing?

29. What did the woman confirm?

30. What does the man suggest doing?

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Answers

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

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