

TOEIC Part 3 Practice #5

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 men mainly discussing?

- A. Preparing a company newsletter
- B. Hiring more regional staff
- C. Completing a sales report
- D. Launching a new product

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3.What does the second man say he will do?

- A. Follow up with managers
- B. Meet with the board
- C. Print the presentation slides
- D. Finalize the financial summary

4. What are the women mainly discussing?

- A. A canceled meeting
- B. A travel itinerary
- C. A change in leadership

D. A revised schedule

5. Why is the first woman disappointed?

- A. She missed a deadline
- B. Her presentation was postponed
- C. She has to arrive late
- D. She cannot attend an event

6. What does the second woman suggest?

- A. Sending an e-mail to the organizer
- B. Reviewing printed notes
- C. Rescheduling the event

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C. Hiring new sales staff

D. Choosing accommodations

8. Why did the second woman choose the hotel?

- A. It had better reviews
- B. It was more affordable
- C. It offered free transportation
- D. It was closer to the venue

9. What does the first woman say about the choice?

- A. It was not in the budget
- B. It could be reconsidered later

- C. It might be too far
- D. It will help them save time

10. What problem does the man mention?

- A. The delivery is delayed
- B. The invoice was incorrect
- C. An item is unavailable
- D. The warehouse is closed

11. When will the items be restocked?

- A. This week
- B. Next month

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- D. Calling the manufacturer
- C. Waiting for the shipment
- D. Looking for alternatives

13. What event are the speakers talking about?

- A. A job interview
- B. A department meeting
- C. A team lunch
- D. A retirement party

14. What is the woman concerned about?

- A. The location of the party

- B. A scheduling conflict
- C. Finding a gift
- D. Transportation options

15. What does the man suggest?

- A. Skipping the meeting
- B. Coming later
- C. Bringing a guest
- D. Sending an e-mail

16. What are the speakers mainly discussing?

- A. A recent training seminar

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- A. To replace someone
- B. To update its system
- C. To expand internationally
- D. To handle more work

18. What does the second woman say about the work arrangement?

- A. It was difficult to implement
- B. It requires travel
- C. It will be hybrid
- D. It was already rejected

19. What are the speakers discussing?

- A. A catering budget
- B. A business conference
- C. A restaurant opening
- D. A company dinner

20. What kind of meal will be provided?

- A. A plated dinner
- B. A boxed lunch
- C. A potluck meal
- D. A buffet

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22. What does the woman want to do?

- A. Ask about a bill
- B. Schedule a delivery
- C. Report an issue
- D. Visit a colleague

23. Where is the maintenance office located?

- A. In Building A
- B. Behind the parking lot
- C. Next to the loading dock
- D. Near the cafeteria

24. What alternative does the man suggest?

- A. Calling the supervisor
- B. Writing a formal complaint
- C. Sending an e-mail
- D. Submitting a form online

25. What are the speakers planning to do?

- A. Organize seating
- B. Make a banner
- C. Print flyers
- D. Hire a speaker

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27. What decision do the speakers make?

- A. Design the flyers themselves
- B. Outsource the printing
- C. Change the flyer content
- D. Reduce the print quantity

28. Who are the speakers discussing?

- A. New employees
- B. Visiting clients
- C. Student interns

D. Safety inspectors

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

- A. Reserved meeting space
- B. Reviewed safety rules
- C. Assigned teams
- D. Canceled the tour

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

- A. Take attendance
- B. Submit a report
- C. Prepare a speech

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Teacher's Script

Questions 1–3 refer to the following conversation.

M1: Hey, do you have the final numbers from last quarter's sales report?

M2: Not yet. I'm still waiting on the data from the regional offices.

M1: We need them by Friday so we can prepare the board presentation.

M2: Got it. I'll follow up with the regional managers this afternoon.

1. What are the men mainly discussing?
2. What is the deadline mentioned in the conversation?
3. What does the second man say he will do?

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4. What are the women mainly discussing?
5. Why is the first woman disappointed?
6. What does the second woman suggest?

Questions 7–9 refer to the following conversation.

W1: Have you decided which hotel we're booking for the trade show?

W2: Yes, I went with the downtown one. It's closer to the convention center.

W1: Good call. That'll save us a lot of time commuting.

W2: And it's only slightly more expensive than the others.

7. What are the women discussing?
8. Why did the second woman choose the hotel?

9. What does the first woman say about the choice?

Questions 10–12 refer to the following conversation.

M: I just got an e-mail from the supplier—they're out of stock on the replacement parts we ordered.

W: Oh no. Did they say when they'll be available again?

M: Not until next month. We may have to find another vendor.

W: Let's check if any local companies carry those items.

10. What problem does the man mention?

11. When will the items be restocked?

12. What does the woman suggest doing?

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W: That might work. I'll try to rearrange my schedule.

13. What event are the speakers talking about?

14. What is the woman concerned about?

15. What does the man suggest?

Questions 16–18 refer to the following conversation.

W1: I saw your department is hiring two new designers.

W2: Yes, we've had a lot more client work coming in lately.

W1: Are they going to work remotely or in-office?

W2: One of each. We're trying a hybrid model to see how it goes.

16. What are the speakers mainly discussing?
17. Why is the company hiring new staff?
18. What does the second woman say about the work arrangement?

Questions 19–21 refer to the following conversation.

M1: Did you finalize the menu for the company dinner next week?

M2: Yes, we're doing a buffet with vegetarian and gluten-free options.

M1: Great. I know some people had dietary restrictions.

M2: I made sure to check everyone's preferences ahead of time.

19. What are the speakers discussing?

20. What kind of meal will be provided?

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M: It's in Building C, right next to the loading dock.

W: Thanks. I need to report a broken air conditioner.

M: You can also fill out the request online if it's more convenient.

22. What does the woman want to do?

23. Where is the maintenance office located?

24. What alternative does the man suggest?

Questions 25–27 refer to the following conversation.

W1: We'll need to print 300 flyers for the seminar next week.

W2: That's a lot. Should we use the office printer or outsource it?

W1: I think outsourcing will save us time and toner.

W2: Good idea. I'll send the files to the print shop now.

25. What are the speakers planning to do?
26. What concern does the second woman express?
27. What decision do the speakers make?

Questions 28–30 refer to the following conversation.

M: The factory tour for the interns starts at ten. Will you be leading it?

W: Yes, I've already gone over the safety procedures with them.

M: Perfect. Make sure they wear the protective gear we set aside.

W: I'll check that everyone has it before we enter the floor.

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

- A. Reserved meeting space
- B. Reviewed safety rules
- C. Assigned teams
- D. Canceled the tour

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

- A. Take attendance
- B. Submit a report
- C. Prepare a speech
- D. Ensure safety gear is used

Answers

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