

## TOEIC Part 3 Practice #7

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 discussing?
  - A. A safety training
  - B. A staff meeting
  - C. A delivery schedule
  - D. An equipment inspection

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3. What does the man say he will do?
  - A. Reserve a parking space
  - B. Confirm an appointment
  - C. Print a checklist
  - D. Update a database

- 
4. What are the speakers discussing?
    - A. An error in billing
    - B. A missing product
    - C. A customer complaint

D. A delivery delay

5. What did the woman do to resolve the issue?

A. Called the customer

B. Offered a discount

C. Cancelled the order

D. Issued a refund

6. What does the man say he will do?

A. Track the package

B. Ship the order

C. Update the invoice

D. Contact the customer

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C. A design expo

D. A sales convention

8. What does the woman say she found?

A. A job candidate

B. A new supplier

C. A showroom location

D. A training program

9. What does the man suggest doing?

A. Sending an order

B. Scheduling a meeting

- C. Posting a job ad
  - D. Reviewing a report
- 

10. What are the speakers discussing?
- A. A seating chart
  - B. A staff meeting
  - C. A reservation request
  - D. An event setup
11. What does the second man say will arrive at eleven?
- A. Decorations
  - B. A performer

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- B. Sent invitations
  - C. Arranged for audio equipment
  - D. Reserved a hall
- 

13. What are the speakers reviewing?
- A. Research notes
  - B. Survey results
  - C. Job applications
  - D. Training schedules
14. What does the woman express an opinion about?
- A. A marketing proposal

- B. A video interview
- C. A new intern
- D. Some candidates

15. What does the woman say about the deadline?

- A. It's on Friday
- B. It will be extended
- C. It was already met
- D. It might be missed

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16. Why is the woman preparing a presentation?

- A. She's applying for a new role

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- A. Plan a travel itinerary
- B. Translate a brochure
- C. Lead a practice session
- D. Review her slides

18. What does the man offer to do?

- A. Translate some content
  - B. Review a schedule
  - C. Help design a flyer
  - D. Practice a talk
-

19. What problem are the speakers discussing?

- A. Poor lighting
- B. Traffic noise
- C. A faded sign
- D. A broken door

20. What does the woman suggest?

- A. Moving the entrance
- B. Cleaning the windows
- C. Hiring a new designer
- D. Ordering a replacement sign

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22. Where is the shipment from?

- A. Canada
- B. Italy
- C. Germany
- D. Japan

23. What problem is mentioned?

- A. Damaged goods
- B. High customs fees
- C. A late delivery
- D. Missing items



24. What does the woman suggest doing?

- A. Sending an invoice
  - B. Calling the supplier
  - C. Returning a product
  - D. Delaying a payment
- 

25. What is the woman working on?

- A. A press release
- B. A Web advertisement
- C. A store flyer
- D. A product catalog

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27. What will the man add?

- A. A list of store hours
  - B. A coupon code
  - C. Photos of electronics
  - D. Contact information
- 

28. What is the man preparing?

- A. A weekly report
- B. A company brochure
- C. An employee manual

D. A travel itinerary

29. What does the second man say?

- A. No additions are needed
- B. The file has been lost
- C. The report is incorrect
- D. He will review the document

30. What will the second man do tomorrow?

- A. Begin the next report
- B. Talk to the manager
- C. Create a new template

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## Teacher's Script

Questions 1–3 refer to the following conversation.

**W1:** Did you already schedule the annual equipment inspection?

**W2:** Yes, it's set for next Thursday at two.

**W1:** OK, I'll let the staff know to clear the storage area.

**W2:** Great. I'll also print out the checklist for the inspector.

1. What are the speakers discussing?
  2. What does the woman say she will do?
  3. What does the man say he will do?
- 

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4. What are the speakers discussing?
  5. What did the woman do to resolve the issue?
  6. What does the man say he will do?
- 

Questions 7–9 refer to the following conversation.

**W:** I just got back from the design expo downtown.

**M:** Oh? Was it helpful?

**W:** Very. I got ideas for our fall line, and I met a new supplier for eco-friendly fabrics.

**M:** That sounds promising—let's schedule a meeting with them next week.

7. What did the woman attend?



8. What does the woman say she found?

9. What does the man suggest doing?

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

**M1:** Let's go over the event setup again.

**M2:** Sure. The tables and chairs will arrive by ten.

**M1:** And the sound system?

**M2:** I arranged for that yesterday. The technician will arrive at eleven.

10. What are the speakers discussing?

11. What does the second man say will arrive at eleven?

12. What did the second man do yesterday?

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**W1:** I've been impressed by some of the international candidates.

**W2:** Me too. Especially the applicants from France and Brazil.

13. What are the speakers reviewing?

14. What does the woman express an opinion about?

15. What does the woman say about the deadline?

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

**M:** I heard you're leading the tour for our visitors from Beijing next week.

**W:** Yes, and I'm reviewing the presentation slides this weekend.

**M:** Do you want help practicing your talk?

**W:** That would be great—especially with the timing.

16. Why is the woman preparing a presentation?
17. What does the woman say she will do this weekend?
18. What does the man offer to do?

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

**W:** The front entrance sign is hard to read from the street.

**M:** I noticed that too. The lettering is faded.

**W:** We should order a new one—maybe with our updated logo.

**M:** Good idea. I'll check with the graphic design team.

19. What problem are the speakers discussing?

20. What does the woman suggest?

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**W:** Great—were all the items included?

**M:** Almost. They forgot the replacement parts for the office chairs.

**W:** Let's call them now so they can send those separately.

22. Where is the shipment from?
23. What problem is mentioned?
24. What does the woman suggest doing?

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**Questions 25–27 refer to the following conversation.**

**W:** Can you help me finalize the design for the store's new flyer?

**M:** Sure. Are we still featuring the sale on kitchenware?

**W:** Yes, and we're adding electronics this time too.

**M:** OK. I'll include some photos of the latest speakers and headphones.

25. What is the woman working on?
  26. What item is being featured in a sale?
  27. What will the man add?
- 

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

**M1:** I'm about to send the weekly report to the manager. Do you want to add anything?

**M2:** No, I think it covers everything.

**M1:** OK. Then I'll send it off now.

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## Answers

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

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