

TOEIC Part 5 Practice #4

Choose which of the four answers would best fit the blank in the sentence.

1. The quarterly report showed that sales had increased steadily, but profits grew at a slower rate ____ rising production costs.

(A) although
(B) however
(C) because of
(D) unless

2. The CEO insisted that all employees attend the training session, ____ it

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3. Due to a system error, some invoices were sent to the wrong customers, ____ caused confusion and delays in payment.

(A) what
(B) who
(C) which
(D) whose

4. The company will reimburse travel expenses ____ the trip has been approved in advance by a manager.

(A) if
(B) as

- (C) whom
- (D) unless

5. The marketing department has proposed a new campaign, but it still requires final ____ from the board of directors.

- (A) instruction
- (B) approval
- (C) notification
- (D) arrangement

6. To improve energy efficiency, the office building is equipped with lights

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7. Please ensure that all safety equipment is inspected regularly and ____ according to the manufacturer's guidelines.

- (A) maintain
- (B) maintained
- (C) maintaining
- (D) maintains

8. The customer service team received positive feedback for their ability to respond to inquiries quickly and ____ resolve issues.

- (A) prompt
- (B) promptly

- (C) prompts
- (D) prompting

9. Employees are encouraged to use video conferencing for meetings _____ of traveling to other offices.

- (A) although
- (B) instead
- (C) in case
- (D) despite

10. All applicants must submit their résumés and cover letters to the HR department no later _____ next Friday.

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11. After years of service, Mrs. Lin was _____ promoted to the position of vice president.

- (A) eventual
- (B) eventuality
- (C) eventually
- (D) eventualness

12. The meeting will be postponed until all the necessary documents _____ by the finance department.

- (A) prepare
- (B) prepared

(C) are prepared

(D) preparing

13. The policy change was announced last month, but many employees have not yet ____ the updated guidelines.

(A) received

(B) reviewed

(C) returned

(D) required

14. All staff members are required to attend the orientation session, which will cover company rules and ____ safety procedures.

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15. The sales team exceeded their targets this quarter, ____ earning them recognition from senior management.

(A) yet

(B) even though

(C) thus

(D) in spite of

16. Ms. Gomez has been ____ in the company newsletter for her volunteer work in the community.

(A) feature

(B) featuring

- (C) featured
- (D) features

17. The bank will offer a lower interest rate to customers _____ open a savings account along with a loan.

- (A) who
- (B) which
- (C) where
- (D) whose

18. The new safety regulations take effect next month, so all construction sites must comply _____ that date.

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19. The management team is considering expanding operations to Asia, but the plan has not yet been _____ approved.

- (A) formally
- (B) frequent
- (C) frequenting
- (D) frequentness

20. The IT department has implemented a new password policy to protect the company's network from unauthorized _____.

- (A) access
- (B) accessing

- (C) accesses
- (D) accessed

21. The CEO emphasized that customer satisfaction would remain the company's top priority, regardless of any ____ changes.

- (A) industry
- (B) industries
- (C) industrial
- (D) industrialize

22. The shipping delay was due to a mechanical problem with the delivery truck, not to ____ demand.

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23. The restaurant was praised for its excellent service and its ability to handle large groups ____ advance notice.

- (A) by
- (B) without
- (C) until
- (D) during

24. Please be advised that the parking lot will be closed for maintenance from Monday ____ Wednesday next week.

- (A) through
- (B) into

- (C) along
- (D) during

25. A new employee handbook will be distributed to all staff, and the old one will be considered ____.

- (A) outdated
- (B) update
- (C) updating
- (D) outdatedness

26. The director promised to review the proposal and respond ____ the end of the week.

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27. The online store's return policy allows customers to exchange items within 30 days, provided the goods are in ____ condition.

- (A) use
- (B) unused
- (C) unusable
- (D) usefulness

28. Mr. Tanaka has been working at the company for 20 years, ____ he is the most experienced member of the team.

- (A) so
- (B) but

- (C) for
- (D) therefore

29. The new intern was assigned a mentor who would help him _____ the company's operations.

- (A) learn
- (B) learned
- (C) learning
- (D) learns

30. Please make sure the form is signed by your supervisor before _____ it to the HR department.

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31. The construction project will be delayed because the permit has not yet been _____ by the local government.

- (A) approve
- (B) approving
- (C) approval
- (D) approved

32. The new schedule was distributed to all employees, _____ there were still some who were not aware of the changes.

- (A) because
- (B) therefore

- (C) so
- (D) however

33. The manager encouraged staff to share their ideas, believing that innovation can come from _____ department.

- (A) anyone
- (B) much
- (C) each
- (D) every

34. The travel agency offers discounted rates for customers who book their trips at least three months in

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35. The marketing team's proposal was rejected because it lacked a clear budget and _____ timeline.

- (A) detail
- (B) detailing
- (C) detailed
- (D) details

36. The company cafeteria has introduced a new menu, featuring healthier options and locally sourced _____.

- (A) ingredient
- (B) ingredients

- (C) ingrediented
- (D) ingredienting

37. The finance department will review all expense reports to ensure they comply with the company's reimbursement ____.

- (A) police
- (B) policemen
- (C) policies
- (D) politic

38. Ms. Choi has received several awards for her innovative designs and her dedication to _____ service.

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39. To avoid penalties, all tax documents must be submitted to the accounting office before the _____ deadline.

- (A) official
- (B) officially
- (C) officiate
- (D) office

40. The environmental report recommends reducing waste by encouraging employees to _____ reusable containers.

- (A) bring
- (B) bringing

(C) brought

(D) brings

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Answers

1. C	31. D
2. A	32. D
3. C	33. D
4. A	34. C
5. B	35. C
6. A	36. B
7. A	37. C
8. B	38. A
9. B	39. A
10. B	40. A
11. C	
12. D	

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