



TOEIC Part 3

Short Conversations

Directions:

In this part of the test, you will hear short conversations between two people. You will hear the conversation only once, so you must listen carefully to understand what the speakers say. In the test book, you will read a question about each conversation. The question will be followed by four answer choices. You are to choose the best answer to each question.



Question 1

The man needs time off work because:

- a. he is going on holiday.
- b. he is having treatment at the hospital.
- c. he needs to look after his wife.
- d. he is getting married.



Question 2

How much time does the man need to take off?

- a. a few hours
- b. a few days
- c. a week
- d. one day



Question 3

What will happen on Friday?

- a. The man will take time off.
- b. The man will know when he will be off work.
- c. The man will come to work early.
- d. The man will stay late after work.



Question 4

What is happening in this recording?

- a. The man is at a job interview.
- b. The man is applying to do a course.
- c. This is the man's first day at a new job.
- d. Two friends are talking about their exam results.



Question 5

The man has NO experience of...

- a. working in an office
- b. filing
- c. audio typing
- d. using a computer



Question 6

What is going to happen next?

- a. The man is going to start work tomorrow.
- b. The woman is going to phone the man.
- c. The man is going to call the woman.
- d. The man is going to start work straight away.



Question 7

What are the couple discussing?

- a. How their business can make more money
- b. How their business can save money
- c. How they can make their staff happier
- d. How they can make their staff work harder.



Question 8

The woman wants to...

- a. hire more staff.
- b. tell the staff to work harder.
- c. fire some staff.
- d. cut perks to save money.



Question 9

The man wants to...

- a. supply free tea and coffee.
- b. give staff free gym membership.
- c. make some staff redundant.
- d. reduce staff benefits.



Question 10

What are they discussing?

- a. a party
- b. a trip to a restaurant
- c. a trip to the cinema
- d. a trip to a supermarket



Question 11

Why doesn't the man like the choice?

- a. it is too cheap
- b. it is too far
- c. it doesn't serve meat
- d. it doesn't serve vegetables



Question 12

The woman doesn't want to go to The Gray Fox because..

- a. the food is unhealthy.
- b. it's too expensive.
- c. it only serves meat dishes.
- d. the servings are small.



Question 13

How long does the man want to stay at the hotel?

- a. 3rd – 8th April
- b. 8th – 11th April
- c. 3rd – 11th April
- d. 8th – 12th April



Question 14

What is the problem?

- a. There are only four single rooms in the hotel.
- b. Only expensive rooms are available.
- c. The hotel doesn't like large groups of people.
- d. The hotel is busy at that time.



Question 15

What is the man going to find out?

- a. if some of his friends will share a room
- b. if there are any other hotels nearby
- c. if the rooms are too expensive
- d. if some friends will stay at a different hotel

