



# TOEIC PART 4

## Short Talks

# GENERAL INSTRUCTIONS

- A. Orient student on what he/she will do in each type of test. Do this only on chapter 1. **For the remaining chapters; you don't have to do the orientation.**
- B. Student must type his/her answer on the **Skype chat box.**
- C. Read the short talks for students using the correct pacing and enunciation. (for listening test)
- D. Read clearly.

## Part 4: Short Talks

- A. Tell student that he/she is going to listen to short talks. These short talks may be in the form of an advertisement, announcement, recorded message, and speech.
- B. He she must listen carefully and attentively.
- C. Tell him/ her that you will only read the short talk once.
- D. Emphasize to which question-item the short talk will refer.

## Part 4: Short Talks

E. Let the student answer all the questions for 10 seconds after hearing the short talk.

F. Do not interrupt student as he/she answers. Make the 10-second time given be silent so that student can concentrate.

G. After he/she has answered, process all his/her answers.

H. Focus more on the item which he/she commits mistake.



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## Questions 1-3 Script

Can I have your attention please? This is a special announcement from Mr. Brighton's office. Due to the snowstorm, several employees have had trouble getting to work. So we have adjusted today's deadline schedule as follows: The deadline for advertising copy has been pushed back from 10 o'clock to noon. The deadline for editorial copy has been moved from 2 o'clock to 5. The deadline for all advertising artwork - photos and drawings - will be 3 o'clock instead of 11. Finally, the deadline for all editorial artwork - photos, charts, and graphics - will be 4 o'clock instead of 1. Thank you for your cooperation in this matter. If you think you will still need a deadline extension, please talk to your department manager. On behalf of Mr. Brighton and all the senior executives, we appreciate your efforts during this terrible weather.

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# Question 1

Who is most likely listening to the announcement?

- a. Radio broadcasters
- b. High school students
- c. Magazine employees**
- d. Steel workers

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## Question 2

When is the announcement probably taking place?

- a. In the morning
- b. In the summer
- c. During lunch
- d. At deadline time

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## Question 3

What should listeners do if they cannot finish their task on time?

- a. Go to Mr. Brighton's office
- b. See their department manager**
- c. Stay into the night
- d. Telecommute from home

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## Questions 4-6 Script

It's my pleasure to introduce our new woman's basketball coach, MaryAnn Robinson. We interviewed six candidates, and chose MaryAnn because of her experience and enthusiasm. She knows basketball well, not only because she was a college player herself, at Western University, but she also comes from a basketball family. Her father, Jerry, was a long-time high school coach, and her mother, Brenda, has coached youth basketball for more than 20 years. Her two sisters, Linda and Abigail, also played hoops in high school and college. After a brief pro career, MaryAnn returned to Western as an assistant coach for two years, and then moved up as an assistant at Tech University for four years. She got her first head coaching job at Valley State, which she led to the league championship before moving to Hickstown U, where she's gone 64-18 and won two league titles the past three seasons. So, without further ado, I'll turn the microphone over to MaryAnn to answer your questions.

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## Question 4

Where is the introduction probably taking place?

- a. At a basketball game
- b. At a press conference**
- c. At a business meeting
- d. At a holiday resort

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## Question 5

Who is being introduced?

- a. Brenda
- b. Abigail
- c. MaryAnn**
- d. Linda



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## Question 6

What will the listeners probably do next?

**a. Question MaryAnn Robinson**

- b. Applaud the speaker
- c. Broadcast a story
- d. Read the newspaper

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## Questions 7-9 Script

This is Tracy Thompson from the WHIP traffic center. All major roadways are flowing pretty smoothly at this hour. Interstate 99 is a little slow from downtown to North Lake because of an earlier stalled vehicle, which has now been cleared to the shoulder, and State Route 420 is a little bit heavy near the Stadium exit due to some construction work on the off ramp. But otherwise things look better than usual for your afternoon commute. We're just getting word of an overturned semi on the Valley highway near Mayberry, so we'll give you more details on that next hour. Traffic is brought to you this hour by Body Works, the place that works wonders for your body. This has been Tracy Thompson reporting for WHIP 91.7 FM.

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## Question 7

Who is the report mainly intended for?

- a. Chauffeurs
- b. Drivers**
- c. Bus riders
- d. Car-poolers

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## Question 8

What does the speaker say about traffic?

- a. It is bumper to bumper
- b. It is blocked by a semi
- c. It is typical for this hour
- d. It is unusually light**

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## Question 9

What is suggested about the traffic reports?

- a. They begin at noon
- b. They originate from Body Works
- c. They are given once an hour**
- d. They are part of the news

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## Questions 10-12 Script

Hi, this is Tim Cyrus from Mayor Craig Nicolas' office with a message for Harry Brock. Harry, Mayor Nicolas is out of town until Monday, so he won't be available for an interview until next week. He has a city council meeting on Monday, and is hosting the city marketing convention Tuesday, so sometime Wednesday might be the best time for him to talk to you. I don't know when the deadline is for your story. Would Wednesday work for you? If you need some background information, you can call me at 555-0066. Otherwise, let us know what time on Wednesday works best for you. You could phone my assistant, Sheila Shepherd, at 55-0067 and let her know. Then I'll get back to you and we can finalize arrangements. Thank you Harry. Talk to you soon.

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## Question 10

Who is the message for?

- a. Tim Cyrus
- b. Craig Nicolas
- c. Harry Brock**
- d. Sheila Shepherd

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# Question 11

What does the caller suggest?

- a. **A Wednesday interview**
- b. A Monday council meeting
- c. A convention on Tuesday
- d. A story deadline



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## Question 12

What will the listener probably do next?

- a. Talk with Craig Nicolas
- b. Phone Sheila Shepherd**
- c. Interview Tim Cyrus
- d. Return on Monday

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## Questions 13-15 Script

I'm Michelle Tomkins, and I have a special message from the state patrol. During the holidays, it's OK to celebrate with a little bit of good cheer. But it's not OK to get behind the wheel of a car after you've been drinking. With winter weather already making driving tough, don't make it any harder on yourself - or others - by trying to drive while you're intoxicated. If you plan to drink, arrange a designated driver before the party begins. If you notice someone who shouldn't be driving, talk them into giving you their keys. If they refuse, call 911. Remember, friends don't let friends drive drunk. Finally, if you do happen to find yourself too drunk to drive, call 555-TAXI for a special, free holiday lift. That's 555-TAXI for a free ride anywhere in the county. The state patrol wishes everyone a happy, and safe, holiday season.

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## Question 13

What is the main purpose of the advertisement?

- a. To sell a product
- b. To announce a public service**
- c. To promote alcohol
- d. To warn criminals

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## Question 14

Who is the intended audience?

- a. **Adults**
- b. Children
- c. Women
- d. Friends

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## Question 15

What is being offered?

- a. A little bit of good cheer
- b. Designated drivers
- c. Tough winter driving
- d. Free cab rides for drunk drivers**

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