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TOEIC PART 5

Missing Words

DIRECTIONS:

For each question you will see an incomplete sentence. Four words or phrases, marked **A-D** are given beneath each sentence. You are to choose the one word or phrase that best completes the sentence.

1. The manager is very popular ____ the staff.

- a. in
- b. between
- c. among
- d. from

2. Tracy and I having been working on the project ____ the past two months.

- a. for
- b. on
- c. since
- d. from

3. We are planning to step _____ production of the 416 model.

- a. out
- b. up
- c. in
- d. on

4. It is not easy to memorize so many figures _____.

- a. at heart
- b. In mind
- c. to memory
- d. by heart

5. I have to catch the first train in the morning so that I can get to the office _____ 8:30.

- a. till
- b. from
- c. by
- d. at

6. The success _____ the new manufacturing process tripled the number of orders for the product.

- a. about
- b. of
- c. on
- d. to

7. I am certain _____ that Maggie's success

- a. to
- b. of
- c. with
- d. that

8. _____ profit up by 50%, the company has had another excellent year.

- a. on
- b. with
- c. at
- d. for

9. The end of year sales seminar will be held on _____
Saturday the 12th or Sunday the 13th.

- a. both
- b. either
- c. neither
- d. or

10. The management of City Cable is _____ sorry for the
interruption of services on Saturday.

- a. quickly
- b. gladly
- c. deeply
- d. lately

11. Mr. and Mrs. Spellborn will be joining the party late due to _____ son's school play.

- a. they
- b. their
- c. theirs
- d. them

12. The software she _____ at the trade fair last week did not come with a manual.

- a. purchase
- b. purchasing
- c. purchases
- d. purchased

13. The last _____ for the new position did very poorly on his interview.

- a. applying
- b. application
- c. applicant
- d. appliance

14. The contract for the new leasing agreement is _____ ready for you to sign.

- a. once
- b. soon
- c. now
- d. forever

15. The new loading dock for incoming delivery trucks plans _____ by the end of this month.

- a. opened
- b. open
- c. to open
- d. opening

16. We were not satisfied with the _____ of the paper menus, so we sent them back.

- a. thick
- b. thickly
- c. thickness
- d. thicker

17. Meeting Room B will be unavailable _____ the next three weeks due to repairs.

- a. in
- b. over
- c. at
- d. about

18. In case of computer failure or malfunction, please _____ to the technical manual for assistance.

- a. inquire
- b. browse
- c. check
- d. refer

19. Please fill out your paper work _____ company guidelines.

- a. In accordance with
- b. accordingly
- c. according
- d. accord

20. The Sales Department, in light ____ the recent drop in sales, warns that earnings may be down this quarter.

- a. of
- b. by
- c. at
- d. on