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TOEIC PART 6

Text Completion

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.

PART 6: TEXT COMPLETION

A. Tell students that he/she will read four passages of text, such as an article, a letter, a form, and an e-mail. In each reading passage there will be three blanks to fill in. He/she will read four possible choices for each blank. He/ She should read the entire passage to make sure you choose the correct choice in context.

B. Process one at a time each choices with the student.

C. Make him/her understand why such part of speech/ word should be the correct answer.

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To: Bob Smith
<bobsmith@citylegal.com>
From: Barbara Jones
<barbara@paperpaper.net>
Date: July 18th
Subject: Invoice correction

1.
 - A. we will send
 - B. that was sent**
 - C. we are sending
 - D. to send

Dear Mr. Smith,

This letter is to inform you of a mistake in the last invoice _____ on June 14th.

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- 2.
- A. should have been
 - B. will be
 - C. has been
 - D. will be

In the invoice we incorrectly billed you for three cases of A4 copy paper. By mistake we did not charge you the correct amount which _____ four cases, not three.

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- 3.
- A. about
 - B. over
 - C. on
 - D. up

We apologize for the error. If it is convenient for you, we will just add the unpaid amount of one case of A4 paper _____ your next billing.

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- 4.
- A. has developed
 - B. will be developed
 - C. develop
 - D. to develop

Public Notice: Landscaping Job

The city council has recently agreed to spend an estimated three million dollars _____ the city park near the harbor.

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- 5.
- A. about
- B. in
- C. at
- D. on

Local landscaping contractors are encouraged to visit the city council website (www.harborcit-cc.org) in regards to how to bid _____ work for the project.

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All bids _____ submitted
by August 13, 2010.

- 6.
- A. were
 - B. must be
 - C. will be
 - D. have been

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- 7.
- A. aired
- B. covered
- C. hunted
- D. portrayed

25 October

Ms. Sally Salhit
Channel 3 TV
2000 Pine Road
Buffalo, New York

Dr. Ms. Solis,

I am writing to request permission to use portions of your recent episode about the migrating patterns on black bears in your recent episode of 'Animals of the North' that _____ November 15th.

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- 8.
- A. which
 - B. that
 - C. with
 - D. were

All excerpts from your television show would only be shown to students at Westside High. As an educational institution _____ limited means

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- 9.
- A. evaluation
 - B. remuneration
 - C. destination
 - D. recognition**

we are unable to pay for any of the content with monetary compensation, but we would give your show proper _____ as the sole provider of the content

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10.

A. still

B. already

C. not yet

D. no longer

To: Tim Belic

<timbelic@yaboo.mail>

From: Melisa

Brentmb@cablestream.net

Mr. Belic,

Thank you for your letter informing us that your cable package _____ contains many of the channels you ordered.

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11.

- A. technique
- B. technician
- C. technical
- D. technically

Over the weekend, our facilities experienced a rare _____ failure that caused some cable channels to be disrupted.

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12.

A. are

B. had

C. have been

D. will have been

Our technicians insist that the problem will be fixed shortly. We will notify you when services _____ resumed.