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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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1.
 - A. have double-checked
 - B. had double-checked
 - C. double-checked
 - D. double-check

Cecilia Chapman
711-2880 Nulla St.
Mankato Mississippi 96522

Dear Ms. Chapman:

We are very sorry that your toaster does not function as you expected. Before we ship any toaster, we _____ every function, so your problem may be one you can solve quite easily.

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2.

- A. by rotating
- B. by fixing
- C. by lifting
- D. by pushing

When the bread does not go down, you can usually correct the problem _____ the screw on the bottom of the toaster a turn or two to the right.

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- 3.
- A. simple return
 - B. return simply
 - C. simply return
 - D. return simple

If that adjustment does not solve the problem, _____ the toaster to our nearest outlet to receive a replacement or a refund. Your Doe toaster should give you many years of trouble-free service.

Sincerely,
Doe and Jang Inc.

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- 4.
- A. contingent plans
- B. conspiracy plans
- C. conspicuous plans
- D. contingency plans

Management's Announcement:

We trust we will avoid the strike threatened by the local metal workers' union next week. But in case we don't, we need to have _____ in place.

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5.

A. do not avoid confrontation

B. avoid confrontation

C. avoid construction

D. do not avoid construction

To begin with, please handle all current orders immediately so we will have no backlog. Since management and non-union personnel will be required to take over many functions, please let your supervisor know in which areas you feel most qualified to work. If a picket line forms in front of the building, _____ by entering through the underground parking area.

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- 6.
- A. rich a settlement
 - B. rich the settlement
 - C. reach a settlement**
 - D. reach a sentiment

We will be working around the clock to _____ so no one will suffer unduly from the strike. Your help will be appreciated. Thank you for your hard work and support.

The Management

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**Iris Watson
P.O. Box 283 8562 Fusce Rd.
Frederick Nebraska 20620
(372) 587-2335**

- 7.
- A. upheld**
 - B. held**
 - C. uphold**
 - D. hold**

**Dear Ms. Watson,
I hope you agree that I have
_____ my end of my lease
with you since we moved in
over a year ago.**

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- 8.
- A. however
 - B. nevertheless
 - C. in addition
 - D. consequently

However, something has developed that the lease does not cover; _____, I want to modify the lease to address that need so that there are no misunderstandings.

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9.

A. moving in

B. moving out

C. moving on

D. moving up

My niece will be _____ with us on May 5. Since she is family, I trust you will allow her to stay with us without an increase in the rent. The current lease seems to require a rent increase for non-family members.

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10.

- A. to contract
- B. contracting
- C. confirming
- D. to confirm**

I want to clarify that provision in writing so there will be no question about her living with us. Would you please write me _____ my understanding of that provision?

I would appreciate it if I could hear from you soon.

Sincerely,

Ms. Celeste Slater