



English Teachers On Call

TOEIC 1-5 Incomplete Sentence

Teacher's Manual

HOMEWORK :

1) "It's cold outside kids, wear your mufflers", would you put on a -

- a) heavy wool coat
- b) rubber boots
- c) long scarf
- d) gloves

2) "I was all dressed up in spats", did the man wear -

- a) a tuxedo
- b) a silk dinner jacket
- c) coverings for his shoes
- d) white gloves

3) "He wore his bib and tucker", was he wearing -

- a) a swimsuit
- b) a tuxedo
- c) jeans and a T-shirt
- d) casual nightwear

4) "He was seen in his white fronts", in America you would say -

- a) boxing shorts
- b) briefs
- c) naked as a jay bird
- d) pajamas (or jam-jams as they say in England)

5) "What did he say his moniker was?" You are asking his -

- a) rank in the military
- b) occupation
- c) marital status
- d) name

6) "She just lavished on him." She -

- a) served his every need
- b) wanted a divorce
- c) wanted to go shopping all the time
- d) wanted him to take a bath

Part V marks the beginning of the reading skills section. In this section you will read a sentence that has one blank spot. There will be four choices of words or phrases to choose from. You will have to choose the one that you think completes the sentence. When the sentence is complete it must be grammatically correct.

Example 1:

First you will read a sentence with a blank.

Despite having four years of experience in software programming, Mr. Jones hadn't used a word processing program _____.

Next you will read four choices. Choose the word or phrase that best fits into the blank.

- a) prior
- b) advanced
- c) previous
- d) before

Explanation 1:

Choice A is an adjective.(I have a prior engagement.)

Choice B is a verb.(I advanced the money to her.)

Choice C is an adjective.(That was my previous job.)

The correct answer is D. The sentence requires an adverb.

- 1) All corporate flight _____ must be authorized by the appropriate department manager.
- a. trips
 - b. seminars
 - c. leave
 - d. arrangements
- 2) The off-shore drilling platform is _____ by boat and helicopter.
- a. accessible
 - b. destination
 - c. travel
 - d. transported
- 3) Doctors are convinced that many major health problems can be _____ by simple lifestyle changes.
- a. diagnosed
 - b. detected
 - c. performed
 - d. prevented



- 4) After the beginning of the year, students will _____ register on-line.
- in order to
 - have
 - be able to
 - must
- 5) Martin Communications has tendered an offer to _____ with Metro Broadband.
- dissolve
 - contract
 - merge
 - complete
- 6) The contract for the new leasing agreement is _____ ready for you to sign.
- once
 - soon
 - now
 - forever
- 7) The new loading dock for incoming delivery trucks plans _____ by the end of this month.
- opened
 - open
 - to open
 - opening
- 8) We were not satisfied with the _____ of the paper menus, so we sent them back.
- thick
 - thickly
 - thickness
 - thicker
- 9) Meeting Room B will be unavailable _____ the next three weeks due to repairs.
- in
 - over
 - at
 - about
- 10) In case of computer failure or malfunction, please _____ to the technical manual for assistance.
- inquire
 - browse
 - check
 - refer

- 11) Please fill out your paper work _____ company guidelines.
- in accordance with
 - accordingly
 - according
 - accord
- 12) The Sales Department, in light _____ the recent drop in sales, warns that earnings may be down this quarter.
- of
 - by
 - at
 - on
- 13) As part of its new fall sales _____, Mika Motors will offer big rebates on all new vehicles.
- promoted
 - promote
 - promoting
 - promotion
- 14) Guests of the hotel can _____ a free breakfast buffet coupon at the concierge desk.
- consume
 - refund
 - obtain
 - inquire
- 15) Staff filing travel expense accounts are reminded to fill out their applications as _____ as possible.
- long
 - timely
 - inaccurately
 - loud



HOMEWORK:

Identify the correct tense for each sentence.

- John raised vegetables and later sold them.
- John sold vegetables that he had raised.
- Renee washed the car when George arrived.
- Renee had washed the car when George arrived.
- Betty taught for ten years.
- Betty has taught for ten years.
- Saturday I will finish my housework.
- By Saturday noon, I will have finished my housework.