

TOEIC LESSON MANAGEMENT

(25- minute lesson)

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 choices for students using the correct pacing and enunciation. (for listening test)
- D. Read clearly.

PART I: PICTURES

- A. Answer each picture **one at a time.** After every picture, answer and choices given should be processed.
- B. After the last choice, give ***five seconds*** for student to choose the correct answer.
- C. If student gives the correct answer, ask him/her what made him/ her decide that it is the correct answer.
- D. Follow up and give more attention and time to the item which the student commits mistake.
- E. Help him/ her know the elimination process/ strategy in answering this test.

You may ask this sample question for student to think and analyze the choices: *Why is choice B not the correct answer?*
Why should C be the correct answer?

CHAPTER 1

In the Office



PART 1 Pictures

PART 2 Question - Response

PART 3 Short Conversations

PART 4 Short Talks

PART 5 Missing Word

PART 6 Reading

PART 7 Reading Comprehension

Strategies in Picture Story

In TOEIC Test you will be shown pictures.

You will hear short statements about each picture.

You must choose which statement best describes what you see in the picture.

These statements will be spoken only once. They will not be repeated.

These statements will not be written in the actual test book.

In your actual test book you will see:



You will hear:

- (A) The conductor is raising his baton.
- (B) The musician is recording his experiences.
- (C) The scientist is conducting an experiment.
- (D) The technician is soaking a bone.

TIPS:

When you listen to the statements,

It is important to listen carefully.

The statements must match the context of the photograph.

Let's analyze the answer choices.

Choice (A): The conductor is raising his baton.

The person in the photograph could be an orchestra conductor or a train conductor even though the clothing is not appropriate to either profession. The person is raising something, but is his hand, a baton.

Choice (B): The musician is recording his experiences.

The person in the photograph could be a musician; he is holding something that looks like a mike. However the clothes are not the kind of musicians might wear. Further, the context of the picture does not look like a recording studio.

Choice (C): The scientist is conducting an experiment.

The person is wearing a laboratory gown (or lab gown) the instrument and the panels are likely the instruments of a scientist. Therefore mark the oval C on your answer sheet. Try to match the activities, looks and other small details in the picture.

Choice (D): The technician is soaking a bone.

Like a technician performing experiments, but not using bones as their object.

HELPFUL TIPS:

Look at the picture and tell yourself quickly what is represented. Make up a sentence that summarizes what you see. Then listen to the four statements. One of the statements will probably be close to the sentence you made up.

As you listen to the statements, do not be confused

by words that sound similar to words in the photo
words that are in the photo but are used out of context
words that are related to the photo but are not in the photo.



- 1.
- A. They are having an argument.
 - B. A man is holding a pen.**
 - C. A man in holding a cup.
 - D. They are listening to music.



- 2.
- A. The table is messy.
 - B. There is a newspaper on the able.
 - C. There are 5 chairs.
 - D. There are flowers in the vase.**



- 3.
- A. There man and the woman are friends.
 - B. There is a laptop on the table.**
 - C. There is a plant on the table.
 - D. The men are wearing suits.



- 4.
- A. They are wearing eyeglasses.**
 - B. They are standing next to the computer.
 - C. They are looking for an envelope.
 - D. They are looking out the window.



- 5.
- A. There is a table for two.
 - B. There are chairs next to the plants.
 - C. The long table is black.
 - D. The table is surrounded by plants.



- 6.
- A. There are monitors on the desks.
 - B. They are having a party.
 - C. There are flowers on the desk.
 - D. The desk is green.



- 7.
- A. There is a white envelope under the table.
 - B. There is a white envelope next to the table.
 - C. There is a white envelope on the chair.
 - D. There is a white envelope on the table.**



- 8.
- A. The woman is taking down notes.**
 - B. They are sitting on the floor.
 - C. The woman is wearing a pink shirt.
 - D. They are writing a letter.



- 9.
- A. A man is arranging the chairs.
 - B. A meeting is being held.
 - C. The chairs have been arranged.
 - D. The visitors are sitting on each chair.



- 10.
- A. Each person has a pen.
 - B. They are drinking coffee.
 - C. Each person is wearing a ring.
 - D. The coffee is served hot.