

TOEIC Reading Part 6

Directions: Read the texts that follow. A word or phrase is missing in some of these sentences. Four answer choices are given below each of these sentences. Select the best answer to complete the text.

Questions 1-4 are based on the following letter

588-9898

January 15, 2011

Jason Murphy
Sales Representative
ADB Sales, Inc.
234 Third Avenue
Meridian, Idaho, 208

Dear Mr. Davidson:

This letter is a formal ____1____ for a leave of absence, to follow up our meeting yesterday.

- A. need
- B. ask
- C. attempt
- D. request

As we discussed, I would like to request a leave of absence from September 1 through October 31. I will return to work __2__ November 1.

- A. in
- B. on
- C. at
- D. none of the above

Please ____3____ if I can provide any further information or if you have any questions.

- A. let me know
- B. tell you
- C. say me
- D. said to me

Thank you very much for you ____4____ in providing me with this opportunity for personal leave.

- A. kind
- B. considerable
- C. consideration
- D. appreciation

Sincerely,

Jason Murphy

Questions 5 - 8 are based on the following news blog

I am sure all of you saw my letter last week sharing something very personal with the Apple community. Unfortunately, the curiosity over my personal health continues to be a ____5____ not only for me and my family,

- A. distraction
- B. attraction
- C. attention
- D. disposition

but everyone else at Apple as well. In addition, during the past week I have learned that my health-related issues are more __6__ than I originally thought.

- A. complication
- B. complex
- C. simple
- D. elaborates

In order to take myself out of the limelight and focus on my health, and to allow everyone at Apple to focus on delivering extraordinary products, I have decided to take a ___7___ of absence until the end of June.

- A. medical live
- B. medical leave
- C. medicine leave
- D. medicine live

I have asked Tim Cook to be responsible for Apple's day to day operations, and I know he and the rest of the executive management team will do a great job. As CEO, I plan to remain involved in major ___8___ decisions while I am out. Our board of directors fully supports this plan.

- A. tactical
- B. strategize
- C. strategic
- D. strategy

I look forward to seeing all of you this summer.

Steve

Questions 9 - 12 are based on the following announcement
Public Health Announcement Scripts

These messages should be read after a report of an ill person has been made to the Centers for Disease Control and Prevention (CDC) Quarantine Station, and/or if requested by the Quarantine Station. If possible, the public health announcement (PHA) should be made before landing or while taxiing to the gate to ___9___ that passengers remain in their seats once the plane has landed.

- A. assurance
- B. ensure
- C. sure
- D. surely

PHA 1

Please remain seated for an announcement. A person on board requires medical ___10___. This should take only a few minutes.

- A. attentive
- B. contribution
- C. attribute
- D. attention

Please remain seated while emergency medical team and public health staff are on board. We will provide more information ___11___ possible. Thank you very much for your cooperation.

- A. soon
- B. the sooner as
- C. soonest
- D. as soon as

PHA 2

Please remain seated for an announcement. An ill person has been taken off the plane to receive medical treatment. As a ___12___, public health officials have asked us to give you information about the illness and what to do if you become ill.

- A. prepare
- B. cautious
- C. precaution
- D. safe

Flight attendants will hand you a Travel Health Alert Notice as you leave the plane. Please read this card carefully and keep it for the time specified on the card. Thank you very much for your cooperation.