

## **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 II: QUESTION RESPONSE**

- A. Tell the student that he/she is going to hear questions and these questions are not found in his file. He/she must choose the best response for each question.
- B. After each item, process student's answer. Let him/her be aware of the following question types; **1. Wh-information, 2. Choice, 3. Yes/No, 4. Tag.**
- C. Process student's answer one at a time.
- D. If student gives the correct answer, ask him/ her what made him/ her decide that it is the correct answer.
- E. Follow up and give more attention and time to the item which the student commits mistake.

1. When will he meet our clients?

A. At the restaurant.

**B. At eight.**

C. Yes, he is a good salesman.

2. When do you think the representative will arrive?

A. My plane arrives at 8:30 PM

**B. He's expected to be here next Tuesday.**

C. Last night

3. Where did you file the sales record?

A. Every Saturday.

**B. In the basement.**

C. There are two files.

4. Would you please pass me the paper?

A. Here we are.

**B. Here you are.**

C. Here are you.

5. Are you going to the Sales meeting?

**A. No, I am not.**

B. I can see many sailors there.

C. I don't have any plan.

6. Do you confirm your order yet?

**A. Not yet.**

B. Yes, I'd like to.

C. Yes, here is comfortable.

7. Would you please do me a favor?

**A. Sure, what about?**

B. Its flavor is good.

C. I don't know what's going on.

8. Could you give me some paper?

**A. Here you are.**

B. No way, I don't have one.

C. Yes, you can.

9. Would you mind if I smoke here?

A. Thanks, I don't smoke.

**B. Go ahead.**

C. Yes, not at all.

10. Do you know what happened to Jerry?

**A. I have no idea.**

B. Jerry is happy.

C. Don't ask me.

11. You won't really do it, will you?

**A. Well, I'm not sure.**

B. Yes, I won't.

C. No, I will.

12. You won't take your laptop with you, will you?

**A. No, it's too heavy.**

B. Because we're the top one.

C. No, I'll take it.

13. You don't really want to have a meeting this late in the day, do you?

A. No, I'm late for the meeting.

**B. I still have some time.**

C. Yes, it really is.

14. Isn't this a wonderful presentation?

A. Let's go to have a dinner.

B. You're welcome.

**C. Yes, it is.**

15. Why didn't you go to the farewell party last night?

A. Yes, I would like to see a movie.

**B. I was sick last night.**

C. No, I stayed at home.

16. Isn't this a wonderful presentation?

A. Let's enjoy the wonderful dinner.

B. You're welcome.

**C. You can say that again.**

17. Doesn't your boss like the fashion style?

A. No, he is fashion.

B. No, he likes.

**C. No, he doesn't**

18. Don't you think you'll get the promotion?

**A. I don't know, but I hope so.**

B. No way! My chances are excellent.

C. Yes, it is.

19. Won't you get that proposal done on time?

A. We will get there on time.

B. It's almost done.

C. No, I will.

20. Don't you know she doesn't like it?

A. No, I do.

B. No, I have no idea at all.

C. I didn't know.

## HOMework

### Vocabulary - "E" Words

1. An arm bends at the \_
2. The opposite of full is \_
3. A bigger copy of a photograph is called an \_\_
4. "The way out" is also known as the \_\_\_
5. The opposite of cheap is \_\_\_\_\_
6. The machine that makes a car move is it's \_\_
7. What "E word" means all places?
8. The imaginary line that runs around the middle of the earth is called the \_\_\_\_\_
9. Tokyo, Kobe and San Francisco are all cities which have been damaged by \_\_\_\_\_
10. n everything is finished it is the \_\_\_\_\_

### ANSWER KEY:

1. elbow
2. empty
3. enlarge
4. exit
5. expensive
6. engine
7. everywhere
8. equator
9. earthquake
10. end