

ESL PRO SYSTEMS

Reading Workbook
for the
TOEIC® Test



Study Guide for the TOEIC® Test Reading Section

This study guide contains a variety of practice questions that are similar to questions that appear in the TOEIC® Test Reading section, and offers tips and strategies for each type.

Read each section thoroughly to familiarize yourself with the types of questions that are asked in the TOEIC® Test Reading section and to learn strategies about how to answer them quickly and correctly.

Parts V and VI of the TOEIC® test consist of problems relating to English grammar and vocabulary. We have carefully arranged the questions into a number of categories, each of which explains a particular key grammar point. Part VII of the TOEIC® exam tests reading comprehension. We also provide test-taking strategies and practice questions for this part of the TOEIC® exam.

You may wish to print out a copy of the guide so that you can make notes and highlight areas that you find difficult. The correct answers to all the practice exercises and the practice test can be found at the end of the guide. Study hard & good luck!

Visit this great website for free TOEIC® test preparation resources!

www.free-toeic.com

Study Guide for the TOEIC® Test Reading Section

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1. Reading Section Overview

In this section of the test, you will have a chance to show how well you understand written English. There are three parts to this section, with special directions for each part.

1.1 Part V – Incomplete Sentences

In this part of the test, four words or phrases, marked (A), (B), (C), and (D), are given beneath each sentence. You are to choose the one word or phrase that best completes the sentence. Then, on your answer sheet, find the number of the question and mark your answer. This part of the TOEIC® test has forty questions.

▪ EXAMPLE 1-1

Don't you think it is time you _____ smoking?

- (A) gave up
- (B) giving up
- (C) have given up
- (D) to give up

Answer: (A) gave up. The past tense form of the verb following the expression *it's time (that) you...* is required. Therefore, choices (B) and (C) are incorrect. Choice (D) would be correct if *you* was omitted or *for* was included before *you*.

1.2 Part VI - Error Recognition

In this part of the test, each sentence has four words or phrases underlined. The four underlined parts of the sentence are marked (A), (B), (C), (D). You are to identify the one underlined word or phrase that should be corrected or rewritten. Then, on your answer sheet, find the number of the question and mark your answer. This part of the test consists of twenty questions.

▪ EXAMPLE 1-2

For your convenience, our Classified Advertising department always opening
A B C
early and closes late.
D

- (A)
- (B)
- (C)
- (D)

Answer: (C) *The underlined word “opening” is not correct in this sentence because you need a simple present form of the verb in this context. The sentence should read, “For your convenience, our Classified Advertising department always opens early and closes late.” Therefore, you should choose answer (C).*
