Lesson Plan © Easy Access English

TOEIC preparation Workshop 2

EAE Learning objectives for this lesson

Find out about the structure of the TOEIC test and
practice some different reading comprehension exercises.

Activity one: **Reading comprehension – The structure**

As you have seen, there are three main parts of the reading section.

Incomplete Sentences
- You will be given sentences with gaps in them, you need to choose the word that best fits in that gap

Text Completion
- There will be gaps in an entire text, and you need to complete the text by filling in those gaps

Reading Comprehension
- You will be given something to read, this could be a short text, an advert or something else. You need to answer comprehension questions about this piece of information

Activity two: **Part 5**
https://www.examenglish.com/TOEIC/TOEIC_reading.htm
This site gives you the answers right away you good do it together on line by projecting it.

The software developers _____ investigated the latest problem.
have already
are just
still
have yet

The company expects to see _____ breakeven and a 15 cent a share loss in the second quarter.
more than
approximately
more or less
somewhere between

The new law will encourage growth in the export market _____.
next year
in fact
sometimes
possible



All the orders got _____ on schedule.
delivering
to deliver
to be deliver
delivered



The new law will encourage growth in the export market _____.
next year
in fact
sometimes
possible

Activity three: **Word Variations**

With your partner, give them a word that you know has differnt forms: noun, adjective, verb, adverb then use it in a sentence

Activity four: **In this part, there are two passages and 4 multiple choice questions.**
Read the two emails and answer the questions.

Hi,
Sorry for sending this to all the staff in the company, but my list of people who are going to the Signmakers' Conference in Dartmouth is not up-to-date, so I thought I'd mail it to everyone just to be on the safe side.
The company has agreed to pay for transport by rail which means you won't have to drive there yourselves. We've booked seats on the 0630 from Stanton Heath which goes direct to Dartmouth. We should arrive there by 0845, and we can then share taxis to get to the venue, which I understand is just a 15 minute drive, so we should easily make the 0930 start.
Hotel accommodation has been booked at the Premium Inn, Dartmouth. The management have agreed that all delegates should have their own rooms. It's likely that some of you will have singles, while others will have doubles and twins. I can't take request for double rooms, I'm, afraid. It will be the luck of the draw. All rooms will have en suites, and should be very comfortable.
We're planning return transport on the 2010 from Dartmouth which will get us back to Stanton Heath at 2200.
I'll be booking transport on Friday morning (14th March), so if you have any queries or problems, make sure you contact me before then.
James Roxford

Dear James
Sorry, I didn't get back to you in time. I was off sick last week and didn't get your message until this morning. I hope you haven't booked the train tickets yet. I'm planning to go to the conference by car, as I'm not returning to Stanton Heath after the conference. I'm going on to visit my family.
Is there any chance you can reserve a double room for me at the Premium Inn? I find it hard to sleep in single beds.
Thanks
Mindy Jacques

1 James's email was sent to:
Mindy Jacques
staff who are attending a conference
visitors to James's company
everyone in the company

2 Which of the following is true about the journey James has planned?
Delegates will take a different route on the return journey.
The delegates will arrive just after the conference starts.
The return journey is faster than the outbound journey.
The delegates will need to change trains on the outbound journey.

3 When did Mindy send her email?
Monday (17th March)
Thursday (13th March)
Friday morning (14th March)
Friday afternoon (14th March)



4 What is James likely to do after receiving Mindy's message?
- reserve a double room
- buy another conference ticket
- phone a taxi company
- cancel a train ticket

Activity five: **Taboo**
Everyone put a word on a small piece of paper from today's exercises.
The teacher will collect the words in a had or pencil case.
Each student must take a word and describe it to the class without saying the word on the paper or a part of the word.

Activity six: Write a short funny story for your partner but leave gaps for them to fill in.
No multiple choice just guess.
If the story is funny enough read it to the class.

Activity seven: In pairs, looking at the text from activity three, find synonyms for the words in bold.
The pair with the most synonyms wins.

Activity eight: Finish my sentence.
In a circle someone starts a story and the next person must finish the sentence and start a new one (but don't finish it).

