

TOEIC PART 3 SCRIPT no1

32-34 :32A, 33C,34D

W-Br: Wow, ³²**the new wood flooring in our hotel's lobby looks really nice.** The installation company we hired did a great job.

M-Au: I know—³³**it was definitely worth closing the hotel for a few days to finish up the renovation.**

W-Br: Yes, it was. Now we need to have the furniture moved back in here.

M-Au: Right. ³⁴**I'll call the maintenance department now and ask about that.** They should move it this afternoon since we reopen tomorrow.

35-37: 35A, 36B,37C

M-Cn: Monica, ³⁵**I wanted to talk to you about our company's annual employee appreciation dinner—I'm in charge of planning it this year.** I know ³⁶**it was at the Rose Banquet Hall last year...**

W-Am: Yes, it was. But it doesn't have to be held there. ³⁶**How about that new Italian restaurant in Hillside instead?**

M-Cn: But isn't that restaurant too far from the office? That might **discourage** people from coming to the dinner.

W-Am: I don't think so. ³⁷**The company always provides shuttle service from the office,** so people can take that bus if they don't want to drive.

38-40 : 38A,39D,40C

W-Br: Hi, Ana and Peter. ³⁸**Can you look at this design I created for our store's new sign?**

W-Am It's much better than the current one! I'm glad you made the words larger on the new sign.

M-Cn: I like it too, but... ³⁹**I think we should also mention that we're open until ten P.M.** You know, to **promote** the idea that customers have longer to shop here.

W-Br: I like that idea, Peter. Do you want to help me?

M-Cn: Sure, I can do that now.

W-Am: In that case, ⁴⁰**I can work on the weekly inventory list.**

W-Br: ⁴⁰**Thanks, Ana.** It'll take a while to update the list of available products in stock.

41-43: 41A,42B,43D

W-Am: Thanks for calling Ewing Books. How may I help you?

M-Cn: Hello. ⁴¹**Do you have Organization for All in stock? It's a book by James Dobbey.**

W-Am: Let me see... Hmm—it looks like that **particular** item is currently sold out. But ⁴²**we're scheduled to get another shipment early next week.**

M-Cn: Oh, in that case, would you mind holding a copy for me when the books arrive?

W-Am: I'm **awfully** sorry, but we can't hold copies for customers. But ⁴³**if you give me your phone number, I'll make a note to call you as soon as the shipment is here.**

44-46: 44C, 45B, 46D

W-Br Hello. I ordered a sofa from your store, but⁴⁴I remeasured my doorway and I'm afraid the sofa may be too large to fit through it.

M-Au Ah, I understand. You know, ⁴⁵the sofa will arrive unassembled, so it should fit without a problem—⁴⁵it'll take my delivery team about an hour to put it together.

W-Br Oh, that's good to know. One more question. ⁴⁶It's scheduled to be delivered on Friday. Could you reschedule everything for Saturday?

47-49: 47C, 48D, 49A

M-Cn Hi, Soon-yei. ⁴⁷I'd like to hire a temporary employee. I need someone to go through the back-office filing cabinets.

W-Br Sure, I can look into hiring someone. Are there any specific skills you're looking for?

M-Cn Yes, I'd like whoever we hire to scan and catalog architectural plans and sketches from the past five years. So, ⁴⁸computer skills are a must.

W-Br OK, how long would you need to hire the person for?

M-Cn Hopefully a year. ⁴⁹Can you check the budget to see if it's possible?

50-52: 50B, 51D, 52B

M-Au: Hi, Jin-Hee. There's going to be a huge convention in town next week with around 20,000 attendees. ⁵⁰I'm thinking about keeping the restaurant open later on those nights to get the extra business. I just need to make sure that I have a server who can work late each night.

W-Am: That sounds good. ⁵⁰I'd love to work an extra shift. ⁵¹I could use the money to have some work done on my car. It's been making a strange noise for the last two weeks.

M-Au: OK. ⁵²Which night are you available to stay late, then?

W-Am: Hmm, Thursday is my mother's birthday.

M-Au: How about Friday?

W-Am: That'll work, thanks!

53-55: 53D,54C,55A

W-Br: ⁵³Hi Juan, welcome to your first day at TKZ Accounting. I'm Kate, from the training division of Human Resources.

W-Am: And I'm Rachel Goldberg. ^{53>54}We organize new-hire training for all the accountants, so we'll be working with you closely over the next week.

M-Cn: Very nice to meet you both, and I'm looking forward to working with you. This is my first full-time job in Accounting.

W-Am: Before we begin your training, do you have any questions?

M-Cn: Yes, actually. When I came in for my interview I had to pay to park my car, but ⁵⁵is there free parking for TKZ employees?

W-Br: Yes—there's a special parking sticker in your new-employee materials folder there on the table. Be sure to put it on your car before tomorrow morning.

56-58:56D,57B,58C

M-Au: Mara, ⁵⁶ ⁵⁷I'd like to talk to you about the spring jacket designs. Maybe after your meeting?

W-Br: My meeting was canceled.

M-Au: OK. So, I just looked over your drawings.

W-Br: What did you think of them?

M-Au: I like the jacket designs overall, but I'm concerned that there aren't enough inside pockets. You should add more on the inside.

W-Br: All right. It shouldn't be too hard to add another pocket or two to the designs. ⁵⁸I'll go and look over my sketches right now and see what I can change.

59-61:59D,60C,61A

W-Am: Omar, ⁵⁹we should discuss what we're going to cover in the company's upcoming computer-security seminar. I was thinking we could address best practices for password security.

M-Au: Yeah, ⁵⁹good idea. People often ask questions about creating passwords. ⁶⁰The seminar Is mandatory, right? If not, it should be.

W-Am: ⁶⁰I don't think we should require all employees to come. Some people might already have meetings scheduled.

M-Au: Well, let's ask our supervisor and see what she thinks.

W-Am: OK—and ⁶¹ at the end, I'd like to give everyone a survey asking them about their experiences with technical support. It would help to find out if the system we have in place works for them

62-64:62C,63B,64A

M-Cn: **⁶²The results of your checkup look good, overall.** Congratulations! **⁶²You're in much better shape than you were when you last visited our medical practice.** What have you been doing to keep healthy?

W-Am: Well, I've been jogging a lot more lately, but sometimes my knees hurt. **⁶³I love aerobic exercise, but I don't want to get injured.** Is there something else I could do?

M-Cn: Well—you could try swimming. It's easier on the knees. I believe **⁶⁴they have weekly open swim times for adults at the local community center.** Here—I happen to have their spring schedule with me.

W-Am: **⁶⁴I'm actually free on that day—I'll give it a try.** Thanks!

65-67:65C,66D,67A

M-Au: Excuse me, do you work here? I'm visiting the city for the first time, and I'm not sure which train line I should take.

W-Br: OK. Where do you want to go?

M-Au: I'm trying to get to the City **Theater.** **⁶⁵I'm going to see a play there tonight**

W-Br: Oh, the theater is next to the **Prospect Avenue** station. Unfortunately, that line is closed for repairs. You know what—**⁶⁶you can take the train to the Fifth Street station and then take the bus to the theater from there.**

M-Au: Thanks! **⁶⁷Will I need to buy a separate ticket for the bus?**

W-Br: No, you can use your train pass to transfer to the bus for free

68-70:68B,69D,70D

W-Am: Hello. **⁶⁸I'd like to exchange these headphones for a different pair.** I purchased them yesterday, but when I tried them on at home, I just didn't like them.

M-Au: Sure, I can help you with that. Tell me more about what you're looking for so I can recommend a different pair.

W-Am: Well, **⁷⁰I want the kind of headphones that you wear on your head.** And I'd like the ones that reduce noise. **⁶⁹I'm an electrical engineer,** and there's a lot of noise on job sites. It makes it hard to focus.

M-Au: OK, that helps. **⁷⁰Matphase Electronics makes great headphones. I'd recommend this model here.** They're the best at reducing noise, and I think you'll like them.

W-Am: Great. Thanks for your help

TOEIC PART 3 SCRIPT no2

32-34: 32 D, 33B, 34 C

M-Au: Hello, I have a **reservation** for tonight, but I can't remember my confirmation number.

W-Am: No problem. ³³**What's your name?**

M-Au: It's Martin Harris.

W-Am: OK, here it is. ³²**You'll be staying with US for three nights. OK, here's your room key.** Is there anything else I can help you with?

M-Au: Yes, where are the **vending** machines? I'm a bit hungry.

W-Am: ³⁴**There's a snack machine down this hall to the right.**

M-Au: Great. ³⁴**I can stop there on the way to my room.**

35-37: 35D, 36D, 37C

M-Cn: ³⁵**Hamilton Properties. This is the manager's office.** How can I help you?

W-Br: Hi. I live in apartment four-C. ³⁶**I need someone to come check my air- conditioning unit.**

M-Cn: OK. What seems to be the problem?

W-Br: Well, it was working yesterday, but ³⁶**today it won't turn on.** It's starting to get hot inside the apartment.

M-Cn: I'll send a technician out. ³⁷**What's your phone number** so he can call to let you know when he'll be there?

W-Br: It's 555-0124.

M-Cn: All right. Someone will call you **shortly.**

38-40 : 38A,39C,40C

W-Am: Hi, Jermaine. ³⁸We've been producing a lot of sports beverages here at the factory lately, and our supply of bottles will only last another month or so. Can you place an order for another shipment of bottles?

M-Au: Sure, but should I use the same supplier as last time?

W-Am: ³⁹That depends on whether they can give us a lower price on future orders. Could you negotiate the price with them?

M-Au: Hmm... good idea. ⁴⁰I'll call the supplier and see what they say.

41-43: 41D,42C,43B

W-Br: ⁴¹Edwin, you've been a tour guide with our company for six months now. How's it going?

M-Cn: Great. ⁴²I really love this job. It's given me a chance to learn about the history of the city. I have a lot more knowledge now about the places we visit.

W-Br: That's good. And I've heard customers say your tours are very interesting. So, I was wondering if you'd like to increase your hours. ⁴³Would you be interested in working a couple of extra shifts each week?

M-Cn: Yes, I'd like that a lot. I could work on weekends if you need me.

44-46: 44C, 45A,46B

W-Am: Mr. Stern, I have an idea for our newspaper's upcoming edition. ⁴⁴A lot of farmers markets in this region open during the summer months, so I'd like to write a short piece about them.

M-Au: That would work well. ⁴⁵Are you planning to interview the vendors who are selling produce? We've received a lot of positive feedback from our readers when we print stories about local business owners.

W-Am: That's a good idea, but ⁴⁶I'll need to find a photographer to accompany me this weekend.

M-Au: I don't think Elena has any assignments.

W-Am: Great! I'll speak with her now.

47-49: 47A,48D,49B

M-Au: Anita, ⁴⁷congratulations on publishing your book about fund-raising for nonprofit organizations!

W-Br: Thanks! I couldn't have done it without the input from everyone here at the Society for Wildlife Preservation.

M-Au: If it's possible, ⁴⁸I'd really like you to give a talk on your book to the staff. I think it'd really motivate everyone to think creatively about how we can attract more donors to help our cause.

W-Br: Sure, I can do that, but it'll have to wait until next month because ⁴⁹I'm attending that convention on protecting the rain forest.

50-52: 50B,51C,52A

M-Cn: ⁵⁰Ms. Lombardo, let me introduce you to my coworker Tom. He'll be helping me with the designs for your remodeling project. We're here today to see the space and listen to your ideas.

W-Am: Thank you both for coming. It's nice to meet you, Tom. Now, ⁵¹I'd like to talk about what's available for flooring first.

M-Au: Sure, there are some great laminate flooring options. They're fairly inexpensive and very durable.

M-Cn: Yes, that's right. ⁵²Tom, why don't you show her the flooring section of the catalog?

53-55: 53D,54B,55A

W-Br: Amir, can you help me? ⁵³I'm trying to set up the conference room projector for a workshop I'm giving at two o'clock.

M-Cn: Sure. What's the problem?

W-Br: Well, I'm having trouble connecting the projector to my laptop. ⁵⁴My laptop cable isn't compatible with the projector.

M-Cn: Did the company just issue you a new laptop?

W-Br: Yes—last week.

M-Cn: Our new work laptops require a different cable. It should be in the box they gave you when they delivered your laptop. ⁵⁵You should go look in your office.

W-Br: Thanks SO much. I'll do that now.

56-58:56B,57C,58D

W-Am: ⁵⁶Satoshi, Luisa from the **gardening** center is here to look at our outdoor seating area.

M-Au: ^{56,57}HI, Luisa. The **patio's** here on the north side of the **café**, so it doesn't get much direct sunlight. But I'd like to have as many plants as possible to create a comfortable space for our customers to enjoy their coffee.

W-Br: Well, ⁵⁷there are **quite a few species of potted** plants that will **thrive** in that space with indirect sunlight. You should come by the garden center tomorrow to see them.

M-Au: ⁵⁸Would you mind e-mailing me some photos instead? Some tables are being delivered tomorrow, so I'll need to stay here all day.

59-61:59A,60A,61C

W-Am: Do you know Bob, the new hire? Well, he submitted his first quarterly sales report yesterday. I just finished analyzing it, and ⁵⁹it looks like the electronic items, **especially laptops**, are **underperforming** in our Region 1 stores.

M-Cn: That doesn't sound good.

W-Am: No, but the report **concluded** that the company should still focus on selling electronics, because the profit **margin** on these items is a lot higher.

M-Cn: That **makes sense**. ⁶⁰I think Bob should do a presentation for the sales department about his report.

W-Am: He's never done that before. Uh... I could present the report.

M-Cn: No, it's a good experience for a new employee. ⁶¹ I'll organize a meeting with the sales department next week.

62-64:62A,63C,64A

M-Au: Excuse me. I was here in your store yesterday, and ⁶²I need to return this item.

W-Br: OK. Are there any problems with it?

M-Au: Yes. When I got home, I went to put it away and ⁶²realized that there's a large stain right here. See?

W-Br: I'm sorry about that. OK. So, ⁶³it looks like you spent 32 dollars on the item.

M-Au: Right, and I used my credit card for the purchase.

W-Br: Well, ⁶⁴I can certainly refund the amount to your credit card. Would you like me to do that?

M-Au: That sounds good.

65-67:65B,66D,67D

M-Cn: Joe's Pizza House. What would you like to order?

W-Br: Hi, Joe. It's Vanessa. I'm on Mill Street by the bus stop right now. ⁶⁵I'm almost finished delivering the food orders. But ⁶⁶this last one doesn't have an address on it.

M-Cn: Hmm... No address? Is there a name?

W-Br: Uh... it's Dan Smith.

M-Cn: OK. Let me look that up... ⁶⁷The Smith order needs to be delivered to the Hazelton apartment building—apartment twelve.

W-Br: Oh yes, ⁶⁷on Durham Road—directly across from the park. Thanks!

68-70:68C,69A,70D

W-Am: Hi, Mario. I'm calling with some bad news. ⁶⁸My flight was supposed to leave for Madrid at eleven o'clock, but it's been delayed.

M-Au: Oh, no. I was expecting you to be here in time to meet with a potential client. ⁶⁹You're supposed to be presenting the new fabrics our company is making this year.

W-Am: Well, the delay's less than an hour, so I still might get there in time.

M-Au: Maybe, but ⁷⁰I'm going to reschedule for tomorrow morning. The potential client is a clothing designer, and we could bring in a lot of money if she agrees to buy our fabrics for use in her spring line.

TOEIC PART 3 SCRIPT no3

32-34: 32 B, 33D, 34 C

W-Am: Excuse me,³²I'm looking for a bus that goes all the way to Tilden Beach.

M-Cn: ³³My bus route will take you to the Tilden Beach boardwalk. But you should know that this bus line stops running at nine P.M. If you want to stay later than that, you'll need to find another way back.

W-Am: OK, thanks for letting me know. ³⁴I'm actually staying for a concert that will end around ten P.M., so I'll take a taxi home.

35-37: 35D, 36A, 37B

M-Au: Gertrude, ³⁵I've received a lot of maintenance requests from tenants lately about their appliances. It made me realize that the kitchen appliances in the apartment complex are pretty old.

W-Br: I guess it's time to replace some... but ³⁶I'll need to look over our budget to make sure there's enough money for such a significant expense.

M-Au: OK, and I'll talk to the manager of the appliance store this afternoon. ³⁷Hopefully I can arrange a discount for buying a large quantity of items from them.

38-40 : 38B, 39A, 40D

W-Am: Hi. Vinod. Thanks for stopping by my office. ³⁸Can you meet with a new client today? They're interested in purchasing a software package.

M-Au: Sure. But I thought that was supposed to be Sameera's client.

W-Am: It is, but ³⁹her flight from New York has been canceled, so she won't be able to come in today. Normally, as the sales manager, I would take the meeting, but I have an urgent appointment at that time.

M-Au: What time is the meeting? And is there anything I should know about the client?

W-Am: It's at three thirty in Conference Room B. And ⁴⁰please be sure to check that the projector works ahead of time. We've been having trouble with it...

41-43: 41A, 42D, 43C

M-Cn: Zoya, I was just arranging the display of spring dresses in the front window, and ⁴¹I noticed a bunch of tables and chairs being brought in to the unit next to our clothing store.

W-Am: Really? Let me see... You're right! ⁴²That space has been vacant for so long... I wonder what kind of business is moving in

M-Cn: You know... Coffee shops need a lot of tables and chairs.

W-Am: That's true. Do you think the owners are inside?

M-Cn: I only see employees from the moving company... But I'm sure the movers wouldn't be here on their own.

W-Am: Ok, then. ⁴³Why don't you finish the display, and I'll go introduce myself?

44-46: 44A, 45C, 46B

W-Am: Excuse me, ⁴⁴the loading-dock entrance is only for warehouse employees. Visitors are supposed to use the front entrance.

M-Au: Oh, ⁴⁴sorry I'm here to see Mr.Suzuki. ⁴⁵I'm a writer for the E-Commerce Business Weekly. I'm writing a report about your company's order-fulfillment

W-Am: Right, we're expecting you. ⁴⁶Please go to the security desk at the front entrance. You'll have to show your press credentials to get a visitor ID. I'll meet you there in a few minutes and take you to Mr.Suzuki's office.

47-49: 47B, 48C, 49A

M-Cn: Hey, Janet, what a long day... ⁴⁷we've had so many customers. ^{47,48}The new Techno computer tablet sure is selling well, isn't it?

W-Am: We've already sold out! We purchased 200 of them... I thought we'd be overstocked. This is great for business.

M-Cn: Yeah, they really are popular... ⁴⁹I wonder why so many people are buying this tablet.

W-Am: ⁴⁹I think it's because of all the good reviews on the Internet. Most of the reviews gave the tablet five stars out of five!

50-52: 50B, 51A, 52C

W-Br: Welcome to Gaduna's **Outdoor Supplies**. Can I help you both?

M-Cn: Hi! ⁵⁰**Our boss is retiring in a month, and we'd like to get something to congratulate her.**

W-Br: OK. Is there something in particular you're looking for?

M-Au: Well... ⁵¹**she's always said she wanted to spend more time hiking when she retired.**

But we're not really sure what to get her.

W-Br: I see. ⁵²**I'd recommend buying a membership to our store.** She'll receive our **newsletter** and have access to digital **trail maps**. Plus, she'll get a ten percent discount on all of our merchandise.

M-Cn: That's a great idea!

53-55: 53B, 54B, 55D

M-Au: ⁵³**I'm glad our flight took off on schedule. We'll be just in time to get to the employee training session.**

W-Br: I agree. I wouldn't want to be late to a training session that we're supposed to lead!

M-Au: Right. OK, ⁵⁴**lil work on the slides for our presentation during the flight then.**

They're almost ready, but ⁵⁴**I need to make the changes we discussed yesterday.**

W-Br: Great. So ⁵⁵**when we land, should we head straight to the branch office?**

M-Au: ⁵⁵**Probably.** I would've liked to **drop** my luggage off at the hotel first, but that would take too long.

56-58: 56C, 57D, 58B

M-Cn: ⁵⁷**Dolores from Maintenance is here fixing the lights in the waiting area.**

M-Au: Great! ⁵⁶**The patients need to be able to see when they fill out their medical forms.**

M-Cn: Oh, she's **coming over.** ^{56,57}**Maybe we should ask her to look at the sink in Examination Room One.**

M-Au: Good idea.

W-Am: Hi, there. The lights are working now. Let me know if they go off again.

M-Au: Thanks. Could you also look at the sink in Examination Room One? It **leaks** every time the doctors wash their hands.

W-Am: I only handle electrical issues. ⁵⁸**You'll have to fill out another maintenance request form,** but a **plumber** can probably come later today.

59-61: 59D, 60C, 61A

W-Am: Akira, have you seen the recent increases in shipping expenses?

M-Cn: Yeah, ⁵⁹baking ingredients are becoming expensive to import. But our pastries are made with imported specialty flour and butter. And customers love them.

W-Am: I know, but ⁶⁰I'd rather reduce our expenses than increase our prices. I think we should look for domestic suppliers that offer similar ingredients for less.

M-Cn: It's an option, but we'll have to test all of the recipes. ⁶¹I'm worried that using different ingredients will change the taste. We need to make sure we're still producing the quality baked goods that our customers expect.

62-64: 62B, 63C, 64B

M-Cn: Hi, Elise. Good news ⁶²the last of the parts for the wind turbine have arrived.

W-Br: Great! ⁶²Now we can start transporting them to the designated site in Bloomington on Tuesday.

M-Cn: Well, ⁶³I'm meeting tomorrow with local officials to discuss temporarily closing down part of the road while we transport everything.

W-Br: OK. The foundation is already installed at the site, right? So ⁶⁴let's send the longest part next.

M-Cn: Exactly. That way we'll only need the road closed for a day. I'll let you know when we get approval so you can schedule the drivers.

65-67: 65A, 66C, 67D

W-Am: Hey, Jerome. ⁶⁵We're hosting the engineering conference this weekend. You're in charge of filming the presentations in the auditorium, right?

M-Au: Yes. And ⁶⁶the conference organizers asked me to set up some additional cameras. Here's the new layout.

W-Am: Do you have enough people to handle that?

M-Au: All set. I have people for the positions at the sides of the auditorium and the one near the stage. ⁶⁷I want to run the camera at the back of the auditorium myself.

68-70: 68D, 69C, 70B

W-Br: ⁶⁸Since our meetings with the clients don't start until tomorrow, where should we take them this afternoon? They said they're interested in visiting some art museums.

M-Au: But it's Monday. The museums are all closed today. ⁶⁹I still have some bus passes for a tour of the city... How about that?

W-Br: Actually, the weather's nice. Maybe we could rent bikes. Here, look at this mobile phone application. It has a list of the closest locations of the rental stations and how many bicycles are available.

M-Au: Oh, great. Let's see ⁷⁰we'll need four bikes. Based on the app, it seems only one station near here has enough available bikes.