

Khi bạn đọc bí kíp này bạn cần có 2 điều kiện:

1. Thi TOEIC Speaking – Writing tại BKEnglish
2. Đã thi hoặc đã luyện đề TOEIC Reading – Listening

Bạn nên có 3 điều sau:

1. Bản in giấy đề để đọc phần 1
 2. Căn giờ
 3. Nếu bạn chưa vững ngữ pháp và phát âm thì nên có 1 người sửa lỗi cho bạn
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I. Phần nói: 20 phút

1. Cấu trúc

Câu hỏi	Yêu cầu	Chuẩn bị		Nói
1-2	đọc to 1 đoạn văn	45		45
3	miêu tả 1 bức tranh	30		45
4-5	trả lời 1 câu hỏi về topic	0		15
6	quen thuộc	0		30
7-8	trả lời câu hỏi, sử dụng lịch trình hoặc thời gian biểu được cung cấp	Đọc lịch trình 30s	Trả lời ngay sau khi nghe câu hỏi	15
9				30
10	Trả lời tin nhắn thoại, đề xuất giải pháp	30		60
11	nói ý kiến của bạn về 1 vấn đề cụ thể	15		60

2. Cụ thể:

- 1-2: đọc đoạn văn

QUAN TRỌNG LÀ PHẢI KỊP GIỜ

45s đầu tiên: lướt qua bài đọc, tìm từ khó đọc nghĩ trước

45s sau: cố gắng đọc nhanh, rõ, nếu ko biết thì bỏ luôn từ đó cho kịp giờ

STT	Đoạn văn mẫu
1	The city's annual summer festival will take place next Saturday and Sunday. There will be activities that are fun for the whole family. You can try a variety of food, hear different kinds of music, and enjoy games for all ages. Tickets cost fifteen dollars at the gate. However, if you buy your ticket in advance, you will get a ten percent discount. Tickets are available at many local stores, as well as at City Hall. Don't miss this fun event!

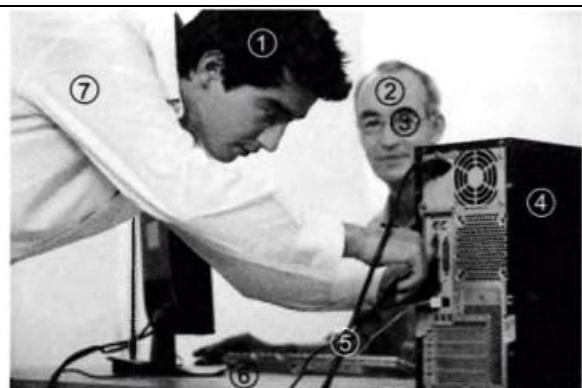
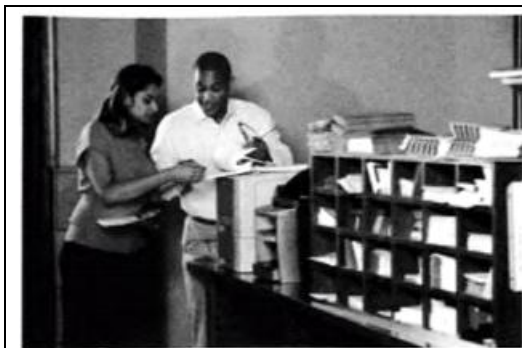
2	<p>Could we have your attention, please? We'd like to take this time to thank you for attending this athletic banquet. This has been a fantastic year for our team and our athletes. We now hold a new record for most wins in our states division. Your support has allowed us to purchase new uniforms and a new scoreboard for our field. To show our appreciation for the coaches, the staff, and our fans, we'd like to invite you to view the new scoreboard, enjoy some refreshments, and meet the team. Let's give a round of applause for the three candidates for player of the year.</p>
3	<p>Good afternoon, everyone, and welcome to the county fair! It's wonderful to have you here today as we celebrate the 120th anniversary of our city. We commemorate this day with great pride. Please make sure you visit the exhibits and game booths. Later today there will be competitive events, such as our famous pie-baking contest. I strongly suggest that you get over to the pie table early, or there might not be anything left. It is also my pleasure to introduce you to our mayor, Mr. James Moon. Mr. Moon will lead us in singing our national anthem. Then we'll begin the festivities.</p>
4	<p>Are you ready for an adventure? Extreme Sports Center offers the latest in adventurous outdoor sports—skydiving, hang gliding, scuba diving, or rock climbing. We can expedite the process of getting you a scuba diving permit and train you to dive in just a few intensive sessions. Our specialized training sessions with expert instructors will give you all the basics. We also organize packages for extreme sport vacations. So wherever you want to go, we'll take you there! Go Extreme!</p>
5	<p>Good day, everyone, and welcome to the Faraway Spa and Resort. We'd like to call your attention to a few important items. Make sure you register at the front desk and pick up your room keys and introductory packets. Next, you will receive a complimentary certificate for dinner at our gourmet restaurant. Dinner will be served at 6 p.m. and 8 p.m. In your room, you will find a robe, towels, and a gift basket of products, such as bath soaps and lotions. Please feel free to contact us if you have forgotten to bring any personal items with you. We hope you find your stay at Faraway Spa and Resort relaxing and enjoyable.</p>
6	<p>Could I have everyone's attention, please? Due to mechanical problems, this bus will now be taken out of service. We apologize for any inconvenience this might cause you. Please exit the bus safely by using the front or back doors and stepping away from the side of the road. We have contacted the main bus depot, and a shuttle bus is presently en route to our location. The shuttle's approximate arrival time is fifteen minutes. Again, we apologize for the delay and appreciate your patience. All connecting buses will be held at the station until our bus arrives. Are</p>

	there any questions?
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- 3: miêu tả bức tranh -> liên quan đến part 1 Listening
 Bạn có 30s để chuẩn bị và 45s để trả lời. Cố gắng chuẩn bị 4-5 ý để nói trong vòng ít nhất 35s
 Phải mở đầu bằng 2 thân chú :
 + “The picture shows that...”
 + “This picture is taken in...”
 NGƯỜI: thì hiện tại tiếp diễn
 VẬT: thì hiện tại đơn hoặc hiện tại hoàn thành
 Cố gắng sử dụng những câu đơn giản, tránh bị bắt lỗi ngữ pháp,
 Nói càng nhiều chi tiết càng tốt nhưng ko được lố giờ
 ➔ Tips mô tả tranh: bắt đầu từ tổng quan trước (trong nhà, ngoài trời, quán café...), sau đó đến con người (đang làm gì, quần áo như nào...), đến đồ vật (cái nào to nói trước).
 ➔ Khi cạn ý mà còn giờ: “It’s a peaceful day”, “that’s all my idea about this picture”



Ex: this picture is taken in a bakery. There’s a customer on the right with his back to the camera. There’s a woman in the center of the picture. She’s facing the camera. She’s wearing a uniform and a black cap to cover her hair. She’s carrying a large tray out of the oven. The oven is behind her. Maybe the customer is waiting to buy some of bread. That’s all my idea about this picture.





- 4-6: Trả lời câu hỏi về topic quen thuộc -> giống như part 2 Listening

(Giáo viên đọc câu hỏi và bạn trả lời)

- **PHẢI NGHE ĐƯỢC TỪ ĐỂ HỎI** (what, where, when... yes/no question,...)

Ex: How long does it take you to school? – bạn mất bao lâu để đi đến trường

- **KHÔNG TRẢ LỜI CHỈ 1 CÂU**

dù có 1 hay 2 câu hỏi vẫn phải trả lời 2 câu.

Ex: What do you do in your free time? – In my free time, I play football. I usually play with my brother and my friends.

- Câu số 6 phải nói được nhiều ý hơn, đưa ra dẫn chứng, cố gắng nói tới khi gần hết thời gian, dư tối đa 5s

- Phần này giáo viên sẽ hỏi mình. Nhớ nhìn miệng giáo viên tránh hiểu lầm, nhiều giọng lạ lùng lắm :v

Cần luyện phản xạ và chuẩn bị cho mình 1 vùng từ vựng quen thuộc, giáo viên có thể hỏi về các chủ đề sau: du lịch và kỳ nghỉ, sở thích và giải trí, gia đình, sức khỏe, nhà cửa, phương tiện giao thông...

Ex:

1. what sport do you most enjoy playing or watching?
2. what is your favorite national holiday, and why?
3. what kinds of movie do you usually watch, and where?
4. what do you think is best way to travel long distance, and why?
5. where do you think is the best place for summer vacation?
6. where do you want to go when you want to be alone?
7. why do you want to improve your English?
8. where would you like to go to celebrate your birthday?
9. what is the most famous building in the area where you live?
10. what is the best season in your country?
11. what do you usually do in the evenings?
12. how long have you been living in your current home?

13. how often do you go to the movies?
14. how did you come here today?
15. how many hours a week do you spend watching TV?
16. how do people in your country usually find a job?
17. how did you meet your best friend?

Câu 6

18. what is the most expensive thing you have ever bought?
19. how long does it usually take you to clean your room?
20. what is the best book you have ever read, and why?
21. where and when do you usually get your hair cut?
22. how often do you usually use your computer?
23. what animal do you think makes the best pet and why?
24. Do you prefer eating at home or eating out and why?
25. what is the most popular type of fast food in your country?
26. what are some of things you like about your home?
27. which room in your home is your favorite and why?
28. what is your favorite form of entertainment and why?

- 7-9: trả lời câu hỏi, sử dụng lịch trình hoặc thời gian biểu được cung cấp
(bạn được xem lịch trình trong 30s, giáo viên đọc câu hỏi và bạn phải trả lời ngay lập tức. 15s cho câu 7,8 và 30s cho câu 9)
Chú ý đến các chú thích, *, *in nghiêng*, gạch chéo X
Trước khi trả lời, để câu giờ và tìm thông tin cho chính xác, bạn nên sử dụng các thần chú sau:
“Of course. Let me see...ừm...”
“Let me check the agenda...”
Đóng vai là một thư kí hoặc tiếp tân. Hãy trả lời một cách lịch sự nhất có thể!!!!

Đề:

Danville City Tours

All tours leave from the front of the Piedmont Hotel. Reservations must be made in advance by calling the Tour Office at 593-555-9694. Cost: \$75 (adults), \$50 (children under 12, must be accompanied by an adult)

10:00 Bus leaves from the main entrance of the hotel

10:00–11:00 Bus tour of downtown Danville

11:00 Arrive at Danville Museum of History

11:00–1:00 Guided museum tour

1:00–2:00 Lunch at the museum café

2:00–3:30 Walking tour of Danville City Park and Gardens

3:30–5:00 Bus tour of Danville waterfront

5:15 Arrive back at the Piedmont Hotel

6:00 Optional dinner at the hotel*

*Must be reserved and paid for when you book your tour tickets. Add \$25 per person to the cost of your tour ticket.

Câu hỏi tham khảo:

- Question 7: Can you tell me how much it costs to take the tour?
- Question 8: I heard that the tour includes dinner as well as lunch. Is that correct?
- Question 9: Does the tour take place mostly in the morning, or will we also visit some places after lunch?

Đáp án tham khảo:

- Question 7: Sure. Let me check the information on the schedule. The tour costs 75 dollars for adults, and for children under 12, the cost is 50 dollars.
- Question 8: Let's see. According to the schedule, there's an optional dinner at the end of the tour. This costs an extra 25 dollars over and above the cost of your tour ticket.
- Question 9: Yes, the tour includes visits to several places after lunch. First, there's a walking tour of Danville City Park and Gardens, which begins at two o'clock. Then after that, at three thirty, the tour goes by bus to the Danville waterfront. Then you'll get back to the hotel by five fifteen.

➔ Phần này bạn nên tham khảo đề mẫu trên **youtube**

- 10: Trả lời tin nhắn thoại, đề xuất giải pháp.

(máy sẽ đọc 1 tin nhắn thoại nội dung yêu cầu hoặc phản nàn vấn đề gì đó. bạn có 30s để chuẩn bị và 60s để trả lời)

Phần này gần giống phần 6,7 Writing. Bạn nên luyện viết trước rồi luyện nói sau. Chủ yếu nghe hiểu được vấn đề và có vài cái giải pháp phòng thân.

- **CHÚ Ý:** những cái tên, vấn đề, điều kiện đặc biệt (ngày, deadline, hoặc các vấn đề đặc biệt khác), vai trò của bạn
- **Quy trình xử lý:**
 - + chào hỏi lịch sự, xác nhận tên
 - Chào người kia, sử dụng tên của họ, giới thiệu mình và vị trí của mình
 - + lý do bạn gọi
 - Nói rằng bạn đã nhận được tin nhắn và nói 1 tóm tắt ngắn gọn về vấn đề
 - + xin lỗi/ thể hiện sự thông cảm
 - + trình bày vấn đề và giải thích lý do
 - Sử dụng tưởng tượng của bạn để trình bày hợp lý nhất và giải thích lý do (đổ lỗi nhân viên mới, hoặc lỗi kỹ thuật)
 - + giải pháp: cho nhân viên khắc phục, đền tiền, discount, đổ lỗi tại hết hạn bảo hành ko đền, blah blah...
 - + cảm ơn và xin lỗi chân thành

Đề mẫu: (phần này cô giáo đọc hoặc máy đọc) Hi. This is Chris Robertson in Apartment 314. I 'm calling about the elevator, which doesn't seem to be working again. This afternoon, when I got home, I pushed the button to call the elevator, but nothing happened. I waited and waited and pushed the button several times, but the elevator never arrived. I had a heavy bag of groceries with me, and I, you know, had to carry them all the way up the stairs to my apartment on the third floor. Can you let me know what's going to be done about this situation? Using the stairs isn't easy for me because I have a bad back—and it's especially hard when I 'm carrying groceries or packages. It's really an inconvenience, and this is the third time this year that the elevator has broken down. I hope it can be repaired soon. Again, this is Chris Robertson from number 314. Thank you.

Đáp án gợi ý: Hello, Mr. Robertson. This is Tara Conner from Rental Management. I understand you had a problem with the elevator this afternoon. I 'm very sorry for the inconvenience. I know it's difficult for you because of your back. I also understand that it is frustrating because it has happened before. I think you'll be happy to know that we plan to replace the elevator. The new elevator will be installed early next week. After that, there won't be any problems with the elevator breaking down. In the meantime, I invite you to use the service elevator. It's near the entrance to the stairs. I know it's not as nice as the passenger elevator, but I think it will be easier for you than the stairs. Then next week you'll be able to use the new passenger elevator. Please let me know if you have any questions.

- 11: Nói ý kiến về 1 vấn đề
- Bạn có 30s chuẩn bị và 60s trả lời. Câu trả lời phải bám sát vào câu hỏi
- Dạng câu hỏi:
- Preference: Would you prefer (X) or (Y) and why?

Agreement: Do you agree or disagree with this statement?

Opinion: What is your opinion of this issue? Do you support or oppose this plan?

Dạng trả lời:

Preference: I would prefer...

Agreement: I agree/disagree that...

Opinion: I think.../ I believe.../ My opinion on this issue is...

Cấu trúc trả lời:

Trả lời ý kiến + 3 dẫn chứng (sử dụng các cụm từ mở đầu: first of all, the second reason is, finally, also...)

VD:

Hỏi: Would you prefer to find a job in your home country or in a different country?

Trả lời:

I would rather find a job in my home country.

The first reason is I wouldn't have any trouble with language.

Also, I like the local food very much

Finally, I would miss my family very much when I go overseas.

Câu hỏi mẫu:

1. There is a plan to hold the Olympics near your town/city. Are you in favor for this idea?
2. Some people believe private car should be banned from downtown areas. What do you think?
3. Would you rather play an individual sport or team sport?
4. "People should stop working at the age 60." Do you agree or disagree with this statement?
5. Do you agree or disagree with the following statement? "It is better to be a member than to be a leader of a group".
6. You just won a contest, and for your prize you can choose either a small car or a airline ticket. Which would you choose?
7. Do you agree or disagree with the following statement? "Competition is a fact of life, and children should learn to be competitive when they are young".
8. If you were hiring a new employee, would you prefer to choose someone who is very intelligent or someone who is reliable?

ĐỀ MẪU:

1	https://www.youtube.com/watch?v=1_ewMUbfosU
2	https://www.youtube.com/watch?v=KNKfGsb3cWM
3	https://www.youtube.com/watch?v=kJMOZgEYU-w
4	https://www.youtube.com/watch?v=du5RTRNfjAw

***Lưu ý: mẫu đề trên đơn giản hơn đề thi thật**

II. Phần viết: 60 phút

Bạn sẽ được phát 1 tờ đề và hoàn thành trên đó

Chiến thuật:

- câu 1-5: 3 phút 1 câu
- câu 6,7: 10 phút 1 đoạn
- câu 8: 25 phút
- 10 phút cuối sửa lỗi và hoàn thành những câu đã bỏ qua hoặc lấp lửng

○ 1-5: viết 1 câu dựa vào bức tranh

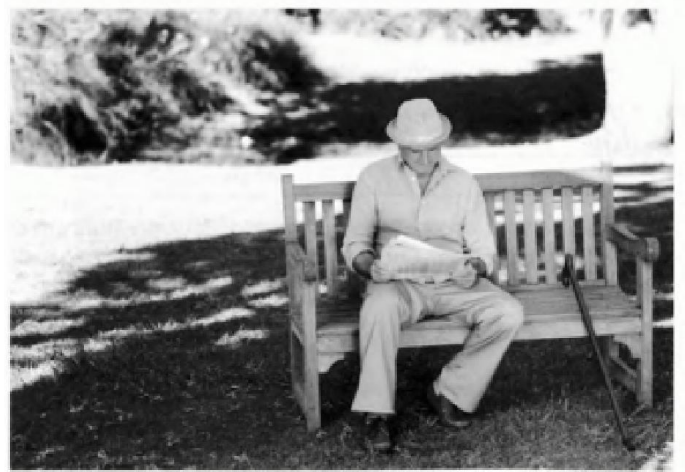
Bạn sẽ được cho 1 bức tranh, 1 động từ và 1 danh từ (hoặc tính từ, trạng từ) và viết 1 câu mô tả bức tranh có 2 từ đó. Bạn có thể đổi form của từ để viết câu phù hợp.

Câu 4-5 thường sử dụng câu ghép.

- Sử dụng thì **HIỆN TẠI TIẾP DIỄN** với tranh có người



Word Pair: box/very



Word Pair: sit/on



Word Pair: even though/rain



woman/eat



woman/eat



if/fit



while/phone



hang/in

- 6-7: viết thư hồi đáp (tham khảo câu số 10 Speaking)
Đề sẽ yêu cầu bạn thực hiện yêu cầu như: đưa ra 1 lý do và 2 giải pháp; đưa ra 1 thời gian thích hợp và 2 câu hỏi thêm, đưa ra 2 orders và 1 thời gian ship,....

Directions: Read the e-mail.

From: update@dailyjobseeker.com
To: Anna Billings
Subject: Daily Jobseeker update
Sent: March 14, 20—

Dear Daily Jobseeker subscriber,

Here is the most recent job opening:

Marleyhome Inc. is looking for an experienced accountant to fill a vacancy in its Accounting Department. The company needs someone with an accounting degree and at least three years of experience. Contact Ralph Kramer, r_kramer@marleyhome.com.

Directions: Respond to the e-mail as if you are interested in applying for the position. Make ONE statement about your professional background and TWO requests for information about the job.

Trả lời:

Dear Mr. Kramer:

I understand that you want to hire someone to work in your Accounting Department. I have worked as an accountant at the Hiram Company for five years. Could you please send me a job application? Also, I would like to know when the job will begin. Thank you very much for your help.

Sincerely,
Mary Clark

Đề mẫu:

From: Daniel Olivares, Olivares Shipping Inc.
To: Administrative Staff
Subject: Vacation
Sent: February 19, 20—

Sheila Weston, the head administrative coordinator, will be out of the office from March 10–15. We will need to redistribute her various tasks among the rest of the administrative staff while she's out. Also, please be advised that you must give at least two weeks' notice of any plans to take vacation.

Sincerely,
Daniel Olivares
Owner, Olivares Shipping, Inc.

Directions: Respond to the e-mail as if you are on the administrative staff at Olivares Shipping Inc. In your e-mail, give TWO administrative tasks that you can perform while Ms. Weston is gone and ONE range of dates during which you plan to be on vacation.

From: Walter Terborg
To: Rita Chen
Subject: Application for employment
Sent: October 10, 20—

Dear Ms. Chen:

Thank you for your interest in the accountant position at Garrison and Associates. I am writing because your online application is currently incomplete. To see which materials are missing, please log in to your online account. Please feel free to contact me if you have any questions about the position or the application process.

Thank you,
Walter Terborg, Human Resources

Directions: Respond to the e-mail as if you are Rita Chen. In your e-mail, describe TWO application materials you submitted and ask ONE question about the position.

From: Elisa Hays, Front Desk Supervisor
To: Front desk agents, Hotel Mediterraneo
Subject: Reservation system
Sent: December 1, 20—

It has come to my attention that several of you have experienced problems with the reservation system recently. In order to address these problems, we need to compile a complete list of the issues that each of you have encountered. Please send me this list at your earliest convenience.

Sincerely,
Elisa Hays
Front Desk Supervisor

Directions: Respond to the e-mail as if you are a front desk agent at Hotel Mediterraneo. In your

e-mail, describe THREE problems with the reservation system.

- 8: viết 1 bài nói về ý kiến của bạn (ít nhất 300 từ, hơn 25 dòng)

Thần chú: ý kiến + 3 lý do + kết luận.

1. There are a number of advantages and disadvantages of..... In my opinion the advantages outweigh disadvantages.
2. First of all,....+ (adj). giải thích lý do cho tính từ số 1.
3. The second advantages is+ (adj). giải thích lý do cho tính từ số 2
4. Finally,+ (adj). giải thích lý do cho tính từ cuối.
5. In conclusion,..... (1 lần nữa khẳng định lại ý kiến của mình)

Câu hỏi mẫu:

Would you prefer to work longer hour on a daily basis and, as a result, have more vacation time? give your opinion and explain why?

Câu trả lời mẫu:

There are a number of advantages and disadvantages to working longer hour and having more day of in compensation. In my opinion the advantages outweigh disadvantages.

Fist of all, I belive having an extra day of leisure time would make people more relaxed. This would obviously be beneficial to people's general health. Moreover, being more relaxed would also benefit employers, as their workers would probably concentrate better during their work time and have fewer days off sick.

Another advantages is that if more people had an extra day off during the week, shopping malls and supermarket would be less crowed in the weekend. Also, people would be able to use sports facilities and leisure services at off-peak time.

A final point, at least for me, is that 2 extra hours added on to the day wouldn't seem like huge addition, whereas a whole day off is an added bonus. Moreover, I can understand that the longer day may not be suitable for people with families or for people who have a long comute to work.

In conclusion, although working hour may not suitable for everyone, for me the benefits far outweigh the drawbacks and I would definitely this system.

Câu hỏi luyện tập:

1. Do you agree or disagree with the following statement? “ the most important factor you should consider when choosing a job is the salary”. Give a reason or example to support your opinion.
2. Many people enjoy spending time playing and watching sports. Why do you think sports are important to people? Give specific reasons and examples to support your opinion.
3. What are the advantages or disadvantages of living near work? Give reasons or examples to support your opinion.
4. Some people prefer to work for a large company, while others prefer to work in a small office. Which size company do you prefer to work in? Use specific examples to support your choice.
5. At some jobs, employees are allowed to listen to music while they work. What is your opinion of this? Give reasons or examples to support your opinion.
6. Do you agree or disagree with the following statement: Learning an additional language is a good way to improve one's job prospects in any field. Use specific reasons and examples to support your answer
7. References from previous employers are important for some employers when making hiring decisions. Why do you think that references are important to employers? Use specific reasons and examples to explain your answer.

Nếu đọc đến đây mà bạn thấy vẫn còn gian nan quá thì hãy kiểm cho mình 1 người hướng dẫn!

<https://bom.to/poolM>