

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, but⁴⁴**I remeasured my doorway and I'm afraid the sofa may be too large to fit through it.**

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

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

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

M-Cn Hi, Soon-yi. ⁴⁷**I'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, ⁴⁸**computer skills are a must.**

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

M-Cn Hopefully a year. ⁴⁹**Can 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. ⁵⁰**I'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. ⁵⁰**I'd love to work an extra shift.** ⁵¹**I 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. ⁵²**Which 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: ⁵³**Hi 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 ⁵⁵**is 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 ⁵⁷**I'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. ⁵⁸**I'll go and look over my sketches right now and see what I can change.**

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

W-Am: Omar, ⁵⁹**we 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, ⁵⁹**good idea.** People often ask questions about creating passwords. ⁶⁰**The seminar is mandatory, right? If not, it should be.**

W-Am: ⁶⁰**I 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. ³⁸**We'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: ³⁹**That 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. ⁴⁰**I'll call the supplier and see what they say.**

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

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

M-Cn: Great. ⁴²**I 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. ⁴³**Would 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. ⁴⁴**A 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. ⁴⁵**Are 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 ⁴⁶**I'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, ⁴⁷**congratulations 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, ⁴⁸**I'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 ⁴⁹**I'm attending that convention on protecting the rain forest.**

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

M-Cn: ⁵⁰**Ms. 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, ⁵¹**I'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. ⁵²**Tom, why don't you show her the flooring section of the catalog?**

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

W-Br: Amir, can you help me? ⁵³**I'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. ⁵⁴**My 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. ⁵⁵**You 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. ⁶¹I'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 ⁶²**I 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 ⁶²**realized that there's a large stain right here.** See?

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

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

W-Br: Well, ⁶⁴**I 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. ⁶⁵**I'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... ⁶⁷**The Smith order needs to be delivered to the Hazelton apartment building—apartment twelve.**

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

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

W-Am: Hi, Mario. I'm calling with some bad news. ⁶⁸**My 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. ⁶⁹**You'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 ⁷⁰**I'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, ³²**I'm looking for a bus that goes all the way to Tilden Beach.**

M-Cn: ³³**My 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. ³⁴**I'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, ³⁵**I'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 ³⁶**I'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. ³⁷**Hopefully 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. ³⁸**Can 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 ³⁹**her 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 ⁴⁰**please 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 ⁴¹**I noticed a bunch of table and chairs being brought in to the unit next to our clothing store.**

W-Am: Really? Let me see... You're right! ⁴²**That space has been vacant for so long... I wonder that 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. ⁴³**Why don't you finish the display, and I'll go introduce myself?**

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

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

M-Au: Oh, ⁴⁴**sorry I'm here to see Mr.Suzuki.** ⁴⁵**I'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. ⁴⁶**Please 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... ⁴⁷**we'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... ⁴⁹**I wonder why so many people are buying this tablet.**

W-Am: ⁴⁹**I 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, ⁵⁹**baking 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 ⁶⁰**I'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. ⁶¹**I'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 ⁶²**the last of the parts for the wind turbine have arrived.**

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

M-Cn: Well, ⁶³**I'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 ⁶⁴**let'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. ⁶⁵**We're hosting the engineering conference this weekend. You're in charge of filming the presentations in the auditorium, right?**

M-Au: Yes. And ⁶⁶**the 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. ⁶⁷**I 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.