

TOEIC PART 5 – UNIT 3

Directions: A word or phrase is missing in each of the sentences below. Four answer choices are given below each sentence. Select the best answer to complete the sentences. Then mark the letter (A), (B), (C), or (D) on your answer sheet.(3)

101. Recyclable materials such as glass and plastic are collected _____ weekly on Mondays and Thursdays.

- (A) twice (B) much (C) yet (D) far

102. For Friday's dinner reservation, please _____ the number of seats from eight to ten guests.

- (A) increase (B) reflect (C) merge (D) invite

103. When customers have a complaint, employees have been instructed _____ the supervisor on duty.

- (A) to inform (B) to have informed (C) to informing (D) to be informed

104. In case you have problems with the device in the future, you should retain your newly _____ receipt.

- (A) expressed (B) predicted (C) issued (D) approached

105. _____ the necessary safety precautions are not taken, there could be a higher risk of injury.

- (A) Just (B) If (C) That (D) From

106. Those giving demonstrations at the department store _____ explained the product's features and benefits.

- (A) enthusiasm (B) enthusiast (C) enthusiastically (D) enthusiastic

107. The free clinic on Warren street is _____ by volunteer doctors and nurses.

- (A) retained (B) staffed (C) founded (D) produced

108. _____ making structural changes to a house must first apply for a building permit.

- (A) Our (B) Who (C) Them (D) Anyone

109. Investigators visited the site to ensure that it complied with the _____ regulations in the field.

- (A) applicability (B) apply (C) applies (D) applicable

110. _____ its distinguished faculty in the science department, the university has state-of-the-art laboratory facilities.

- (A) In addition to (B) Otherwise (C) As well (D) Hardly ever

111. Mr. Hughes broke up the staff into small discussion groups to improve _____ in meetings.

- (A) participation (B) participates (C) participant (D) participated

112. _____ the building's age, the ventilation system must be up-to-date with all safety codes.

- (A) Instead of (B) Toward (C) Regardless of (D) Since

113. Brenda Tipton is _____ to win the race for mayor because she has the most experience of all the candidates.

- (A) predictable (B) predict (C) predicts (D) predicted

114. As we expect to receive hundreds of applications for the position, please _____ your resume to two pages.

- (A) limit (B) follow (C) refrain (D) unfold

115. By _____ planning the relocation in advance, we can minimize unexpected expenses and increase efficiency.

- (A) carefully (B) cares (C) to care (D) cared

116. The welcome activity is an opportunity to improve communication _____ volunteers before the project begins.

- (A) among (B) like (C) above (D) under

117. Safe-Co has _____ home security products since its founding in 2008.

- (A) corresponded (B) functioned (C) manufactured (D) enrolled

118. The travel agent's _____ of the ticket purchase was sent to the customer by e-mail as soon as the payment was made.

- (A) extent (B) confirmation (C) awareness (D) proposal

119. The new policies were implemented in an effort to encourage better _____ among the corporation's departments.

- (A) communication (B) communicative (C) communicate (D) communicator

120. Because of her hearing disability, Ms. Frasier will be _____ by a sign language expert so she can participate in the meeting.

- (A) convinced (B) anticipated (C) accompanied (D) cautioned

121. Please do not use metal utensils when cooking with the pan _____ its surface doesn't get scratched.

- (A) since (B) in order to (C) while (D) so that

122. The easy-to-prepare meal packets come with all the ingredients necessary for an individual dinner _____ boiling water.

- (A) except (B) despite (C) elsewhere (D) past

123. Environmentalists were pleased with the community's _____ in increasing recycling in the area.

- (A) indifference (B) cooperation (C) allocation (D) separation

124. The terms of the licensing agreement are quite _____ and do not require legal experience to be understood.

- (A) energetic (B) frequent (C) straightforward (D) accomplished

125. Due to a _____ in his political position, the senator no longer supported the proposed law on immigration.

- (A) shift (B) compliment (C) shortage (D) description

126. You may have the merchandise sent directly to your home or pick it up in person at the store, _____ you prefer.

- (A) both (B) whichever (C) everybody (D) another

127. Rather than decorating each conference room _____, the owner of Norris Hall bought furnishings in bulk and gave the spaces the same appearance.

- (A) differing (B) difference (C) differently (D) differs

128. The bus driver used a side street rather than the main highway, _____ avoiding rush hour traffic.

- (A) such as (B) than (C) unless (D) thereby

129. The company's new software for online banking is _____ with most smartphone models.

- (A) tangible (B) extensive (C) mechanical (D) compatible

130. Should you find any manufacturing _____ in your ultra-high-definition television, contact the place of purchase as soon as possible.

- (A) premises (B) defects (C) impacts (D) distractions