

Tapescripts

Unit 1

A Focus

2 Test tactic

Follow up

1. The man is focusing on the screen.
2. The people are discussing something.
3. The family's eating a meal.

3 Tactic practice

1. They are having a meeting.
2. The boy is getting his hair cut.
3. The people are waiting in line.
4. The man is reading a newspaper.

Understanding natural English

The people are discussing something.
The family's at the table.

B Mini-test

1. (A) The dog is running in front of the people.
(B) The people are picking up wood.
(C) The people are carrying a tree.
(D) The people are going outside.
2. (A) The man is making a copy.
(B) The man is folding a sail.
(C) The man is drinking from a cup.
(D) The man is pouring a drink.
3. (A) She's looking at a flower.
(B) She's buying some vegetables.
(C) She's sitting on the floor.
(D) She's picking up a flower pot.
4. (A) He's standing near the bushes.
(B) He's repairing a machine.
(C) He's cutting down a branch.
(D) He's fixing his car.
5. (A) The man is washing the glass.
(B) The man is gazing out the window.
(C) The man is holding onto the railing.
(D) The man is hanging a picture.
6. (A) Four people are waiting for the phone booth.
(B) The meal is on the table.
(C) They're putting on aprons.
(D) They're sitting in a restaurant.
7. (A) There are a lot of tools in the workshop.
(B) The man is sitting in the shop.
(C) The shelves in the room are empty.
(D) The man is opening the door.
8. (A) The man is waving his briefcase.
(B) The man is trying to get a taxi.
(C) The man is walking on the road.
(D) The man is signing his name.

Unit 2

A Focus

2 Test tactic

1. How do you come to class?
2. What did you get for your last birthday?
3. Why do you want to improve your TOEIC score?

3 Tactic practice

1. What are the arrangements for tomorrow?
(A) There's a range of goods.
(B) Yes, it's tomorrow.
(C) We'll meet at ten.
2. Who's taking the minutes?
(A) I've asked Steve to do it.
(B) It takes about an hour.
(C) Jim's talking now.
3. Why did he say he was late?
(A) The traffic was very light.
(B) His alarm didn't go off.
(C) He got up on time.
4. How were her findings received?
(A) Very positively
(B) She couldn't find them.
(C) The receiver is broken.
5. What company did you use to ship the parcel?
(A) I sent it by ship.
(B) There were a lot of packages to send.
(C) We used Freightstar, as usual.
6. How can I change my computer password?
(A) Yes, I think you need a change.
(B) You'll have to talk to the support staff.
(C) To keep your computer safe.

Understanding natural English

Why did you leave your last company?
What did you get for your last birthday?

B Mini-test

- When does the last train get in?
(A) Platform six.
(B) It's getting late.
(C) Around midnight.
- What are you doing for your vacation?
(A) We're taking it with us.
(B) I'll probably go to Miami again.
(C) No, I don't think I'll do it.
- Are you working tomorrow?
(A) No, on the bus.
(B) Yes, but not until 10:30.
(C) I saw that, too.
- How did you do on your exam?
(A) I don't think so.
(B) Everyone did.
(C) Very well, thanks.
- Where are you going for lunch?
(A) With Sally.
(B) I haven't decided yet.
(C) In about an hour.
- Why does Irving look so tired?
(A) No, he wasn't there.
(B) Yes, I have been really tired.
(C) He's been working overtime.
- Are there any messages for me?
(A) Yes, just one.
(B) I'd like one, too.
(C) It was very relaxing.
- Why did you leave your job?
(A) Yes, he works hard.
(B) I wanted more responsibility.
(C) At the end of April.
- Do you know where the meeting will be?
(A) Yes, it's in Jane's office.
(B) I know him quite well.
(C) No, this afternoon.
- What kind of food do they serve?
(A) I prefer lunch.
(B) I heard all about it.
(C) Very good Italian food.
- Have you met the new manager?
(A) Yes, she seems very nice.
(B) Yes, I agree.
(C) It's completely full.

- How much are the repairs going to cost us?
(A) A week at least
(B) A lot more than they said at first
(C) I hope so.

Unit 3

A Focus

1 Language building Follow up

- It isn't a cheap brand.
- The description on the box is wrong.
- Give me another part.

2 Test tactic

B

Questions 1-3 refer to the following conversation.

- W** Excuse me, I bought this CD player yesterday, but when I got home I noticed that the AC adapter wasn't in the box, and I don't want to run it on batteries.
- M** Oh, really. May I see the player and your receipt, please?
- W** Yes, certainly. Here you are.
- M** Ah, as you can see on the label, this model doesn't come with an adapter. I can order one for you though.

- What does the woman want to do?
- What does the man tell her?
- What does the man offer to do?

3 Tactic practice

Questions 1-3 refer to the following conversation.

- W** Bill, do you think you could visit the Taylorville branch on Tuesday?
- M** Tuesday? I'm afraid that's impossible. I'm going to be busy all next week.
- W** That's a problem. The head office promised them we would send someone down to have a look at their air conditioning early next week.
- M** Well, why don't you ask Karl? He should be free next week.
- What are the speakers discussing?
 - What is the problem?
 - What does the man suggest?

Questions 4–6 refer to the following conversation

- W** So, now that you've seen it, what do you think of the new training package?
M Well, it's certainly better than the old one.
W That's true, but what kind of feedback did you get from the trainees?
M It's hard to say. They all seemed to enjoy the session, but had mixed feelings about how useful it was. Some of them felt it lacked enough practical value while others said they'd be able to make use of the ideas immediately.
4. How does the man feel about their new training program?
5. What did the woman ask the man about?
6. What did some trainees criticize?

Understanding natural English

Do you think you could visit the Taylorville branch?
Do you think you could send these packages?

B Mini-test

Questions 1–3 refer to the following conversation.

- M** Do you think you could send these packages for me? They have to get to the courier by 6 o'clock and I'm late for a meeting.
W Sure, I have some time now. Where do you want me to send them?
M The list with the customers' addresses is in this document and the number of the courier service is at the top of the page. I really appreciate this.
W Don't worry. I'll take care of it.
1. What does the man want the woman to do?
2. What is the man's problem?
3. What does the woman request?

Questions 4–6 refer to the following conversation.

- W** Eric, are you driving down to the central office tomorrow?
M Yes, I am. Why? Do you need a lift?
W I do. My car is in the shop and I really don't want to take the bus. Would you mind?
M Not at all, I'd appreciate the company.
4. What does the woman want?
5. What is the woman's problem?
6. What will the man do?

Questions 7–9 refer to the following conversation.

- M** Sorry, I wonder if you would mind moving your van? You're blocking the emergency exit for the theater.
W I'm sorry, I must have missed the sign. Could you suggest a place to park?
M The sign is here, just behind the tree. If you go around the corner there's lots of parking by the side of the building.
W Thanks, I'll move my van right away but you really should cut back those branches.
7. What does the man suggest the woman should do?
8. What does the woman ask?
9. Why was the sign not visible?

Questions 10–12 refer to the following conversation.

- M** Hi. My watch has stopped and I need to replace the battery. Also I need a new watch strap.
W Well, we can replace the battery, but I'm not sure we have this model strap in black. We can order one for you today. Are you in a hurry?
M I'm going out of town on Wednesday morning, so could I pick it up on Tuesday?
W Well, we can change the battery by this afternoon, but if you want us to replace the strap, I'm afraid we wouldn't have that until Thursday.
10. What is the problem with the man's watch?
11. What will cause a delay?
12. When will the watch finally be ready?

Unit 4

A Focus

2 Test tactic

B

Questions 1–3 refer to the following announcement.

Attention all passengers waiting for the 3:55 bus to the town of Darby. We have just been informed that due to road work on the Evanston Bridge, this service to Darby has been canceled. For ticket holders who wish to continue to Darby today, we are arranging a shuttle bus to take you as far as Dalesville train station, where you may continue your journey by rail. For these passengers we will shortly be serving complimentary tea and coffee while you wait for the shuttle to arrive.

Passengers who do not wish to travel by rail can get an immediate refund for the unused portions of their journey at our main ticket counter.

We apologize for any inconvenience, and hope you will continue to choose Speedy Buslines for your travel needs. Thank you.

1. Where is this announcement being made?
2. What is the problem?
3. What may people wishing to go to Darby do?

3 Tactic practice

Questions 1–3 refer to the following announcement.

Looking for the perfect spot for a tropical getaway? The warm sun, crystal blue seas and wealth of secluded beaches on the island of Arabella could be just what you are looking for.

Arabella was established as a major Caribbean trading base, but trade is no longer an important part of the island's economy, and the beautiful coral reefs now attract visitors from all over the world.

Arabella also hosts world-class events, such as the famous Arabella Sailing Championships held at the end of April and the Caribbean Carnival dance and music festival held in mid October.

Call us today for information on how you can make the perfect winter holiday escape this year. We also offer special March break discounts.

1. What is the main purpose of this announcement?
2. What was Arabella originally?
3. When is the Caribbean Carnival held?

Questions 4–6 refer to the following announcement.

As I am sure most of you have already heard, the deadline for the Q-com project has been changed, which means we now have only five days left to get everything prepared. For that reason, I'd like you, Jack and Cate, to drop what you are doing and lend us a hand checking the documents for any typos from tomorrow. Beth and Howard, I need you guys to finalize the image files by Thursday. And if anyone is feeling helpful, there are about 200 address labels that have to be written.

I realize this has come out of the blue a little, but I think if we all work together we should have plenty of time to get it all done. So, before we all get to work, are there any questions?

4. Why was the meeting called?
5. When does the project have to be finished?
6. What are Beth and Howard asked to do?

Understanding natural English

We apologize for any inconvenience. Check the documents for any typos.

B Mini-test

Questions 1–3 refer to the following announcement.

Good afternoon, everyone, I am here to summarize the third quarter performance of our EL series computers. I'll start with the EL501, our top-of-the-line executive laptop. We were pleasantly surprised with the sales of the 501 model. Its impressive performance has resulted in a 17% increase over our sales last quarter. Now, our low-priced EL301: this computer was exceptionally popular, allowing us to boost our sales by nearly 30%. This economy desktop model was especially well received by new college and high school students. Unfortunately the last model in this range, the EL401, didn't do so well. This standard desktop computer, targeting the small business market, showed a reduction in overall sales of roughly 9%.

1. Where is the announcement taking place?
2. What is the main purpose of the announcement?
3. What is suggested about the EL401 standard desktop computer?

Questions 4–6 refer to the following announcement.

Darby Township officials ask you to help them keep your neighborhood clean and attractive. To avoid having items blown around by the wind, please put all discarded food and household items in bags or containers before putting them out for collection. Residential waste collection takes place on Tuesdays and Fridays, and grass and leaves are picked up on Thursdays. Please put grass and leaves in large, open plastic bags and place the bags at the side of the road outside your house or apartment. Remember that the collection service begins at 8:00 A.M., so make sure you put all bags out by 7:30 in the morning.

4. According to the announcement, why should discarded items be put in bags?
5. On what day are leaves and grass collected?
6. By what time should bags be placed outside?

Questions 7–9 refer to the following announcement.

At Auto and Marine Insurance, we want to be sure that you are well protected when driving. Therefore, we recommend the following safety tips. First, always remember to fasten your seat belt. Statistics show that using a seat belt saves lives each year. Pay special attention when driving in poor weather conditions. Know your route, be sure your vehicle is properly maintained and remember to adjust your driving according to the road conditions. Finally, be sure to turn off your mobile phone or to use a hands-free device so as not to be distracted when driving. If you have questions about these or other safety tips, please contact an Auto and Marine agent.

7. Who most likely is making this announcement?
8. According to the announcement, what should drivers do in poor weather conditions?
9. When are listeners invited to contact an Auto and Marine agent?

Questions 10–12 refer to the following voicemail announcement.

This is an announcement for all employees. Our computer network went down yesterday afternoon, and our technicians are working to repair the problem. A computer virus has been distributed to company computers as an attachment to e-mails that use the name “News sheet”. Normally, our computer protection system would have isolated the virus on one computer, but this new computer virus was able to bypass security, causing a system-wide failure. We would like to remind all computer users NOT to open e-mail attachments from unfamiliar senders. Thank you for your attention to this matter and your patience while repairs are underway.

10. What is the purpose of this announcement?
11. What has caused a problem?
12. What are computer users reminded to do?