

TOEIC®
LISTENING
&
READING
TEST



**Trusted worldwide
to measure English
listening and reading
skills for the workplace**

PART OF THE
TOEIC®
— PROGRAMME —

TOEIC®

LISTENING & READING TEST

The Global Standard for English-language
Comprehension Skills in the Workplace



Why use the TOEIC® Listening and Reading test?

The TOEIC® Listening and Reading test is designed to assess English-language comprehension skills that are used in the workplace, from telephone conversations and meetings to information analysis and correspondence.

TOEIC Listening and Reading test questions are based on up-to-date, real-world workplace scenarios, and a rigorous scoring process ensures that the test provides accurate, comparable and reliable data. Score reports provide meaningful feedback on a test taker's ability to perform a range of tasks, including understanding explanations and instructions and connecting information in different real-world texts.

Score reports provide reliable, consistent data to inform decision making in these key areas:

- ✓ Screening and selection
- ✓ Placement and advancement
- ✓ English-programme entrance and exit requirements



Air France®

There is no doubt that
the people we recruit
today possess better
English-language skills.

Patrick Rooy,
Pilots Section Department Manager

TEST FORMAT AND CONTENT

The test consists of two sections. The Listening section contains 100 questions and takes 45 minutes to complete. The Reading section also contains 100 questions and takes 75 minutes to complete. A biographical questionnaire takes an additional 30 minutes.

TOEIC® TEST LISTENING SECTION



SECTION I: LISTENING

The format of the Listening section of the test has been designed to assess an individual's English-language listening and comprehension ability to provide a complete and accurate assessment of their proficiency. Test takers listen to a variety of questions and short conversations recorded in English, then answer questions based on what they have heard. The Listening section consists of four parts and lasts for 45 minutes.

Test takers answer 100 questions on small sections of recorded speech.

- Part 1:** Photographs
- Part 2:** Question-Response
- Part 3:** Conversations and Short Talks
- Part 4:** Short Talks

TOEIC® TEST READING SECTION



SECTION II: READING

The Reading section of the test requires test takers to read a variety of different materials relevant to everyday and workplace life and then respond to questions, based on these materials, at their own pace. The Reading section consists of three parts and lasts for 75 minutes.

Test takers answer 100 questions on a variety of written materials.

- Part 5:** Incomplete Sentences
- Part 6:** Error Recognition or Text Completion
- Part 7:** Reading Comprehension



TAKING THE TEST

The TOEIC Listening and Reading test is offered as an institutional programme and a public programme.

INSTITUTIONAL PROGRAMME

- ✓ Test is delivered at the organisation's location
- ✓ Organisations choose between computer-delivered or paper-delivered administration options
- ✓ Test takers receive a score report valid for two years within the organisation

PUBLIC PROGRAMME

- ✓ Test is delivered at a public testing centre
- ✓ Paper-delivered administration
- ✓ Test takers receive an official score certificate valid for two years with worldwide portability

RESOURCES

TEACHING & LEARNING

The TOEIC programme offers a variety of test preparation resources, sample test questions and other informative publications on our website:

www.etsglobal.org



THE *TOEIC*® OFFICIAL LEARNING AND PREPARATION COURSE

The *TOEIC*® Official Learning and Preparation Course (OLPC) is an online service designed to help test takers prepare to take the test so they can perform at their full potential. Using real-life workplace scenarios and over 1,000 authentic TOEIC test questions, this self-paced course helps test takers build the English skills they need for everyday workplace situations and prepare for success on the TOEIC Listening and Reading test.

PROPELL® TEACHER WORKSHOPS

Propell® Teacher Workshops provide English-language teachers and corporate trainers with instructional techniques that help them prepare test takers for the TOEIC Listening and Reading test. These hands-on, interactive sessions are led by ETS-approved facilitators. Workshop participants have the opportunity to network with peers, enhance their teaching and curriculum development skills and obtain valuable professional development credentials.



About the *TOEIC*® Programme

The TOEIC programme offers a series of assessments and teaching and learning resources designed to measure and support English-language proficiency across all four communication skills – listening, reading, speaking and writing – and a range of proficiency levels. The TOEIC tests are the most widely used around the world and set the standard for assessing English-language communication skills needed in the workplace. Organisations of all kinds trust TOEIC scores to inform the decisions that matter.



40 Years



*14,000
Organisations*



160 Countries



Honda® (Vietnam)

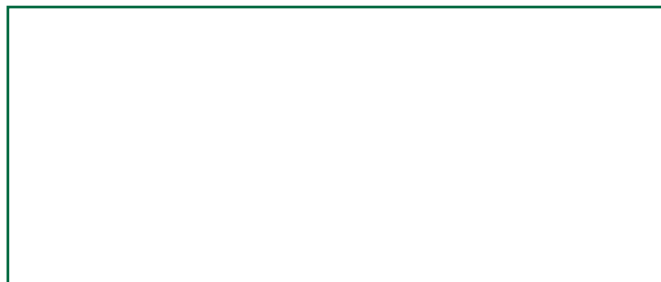
The TOEIC test helped my organisation by assessing employee English efficiency after training time, especially for the two most important skills: listening and reading.

Do Thi Thuy Van,
Senior Staff - Administration Department

For more than 40 years as an industry leader, the *TOEIC*® programme has set the global standard for assessing English-language communication skills needed in the workplace. The TOEIC tests are the most widely used around the world with 14,000+ organisations across more than 160 countries trusting TOEIC scores to inform the decisions that matter.

At nonprofit ETS, our mission is to help advance quality and equity in education by providing fair and valid assessments, research and related services. Our products and services measure knowledge and skills, promote learning and performance, and support education and professional development for all people worldwide.

To learn more about the *TOEIC*® Programme:



www.etsglobal.org



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