

QQENGLISH TOEIC®
ACHIEVE 730 OR MORE IN 2 MONTHS
Student's Book

by:
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and
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ABOUT THE AUTHORS



Yoshito Miyosawa is an English education consultant. Born and educated in Japan, he entered the Ministry of Foreign Affairs to become a diplomat. He was stationed at the Embassy of Japan in Rome, Italy. He then joined the British Book Development Council, run by the British Publishers Association, in London. Following that, he worked with two different London stockbrokers, during which time he ran a couple of international investment funds. While in London, he became the first ever Japanese citizen to be awarded the Blue Button on the London Stock Exchange. Then he was invited to start a Tokyo branch of Vickers, da Costa & Co., a leading European stock brokerage company. After a few years, he left the company to start his own language school. Then, he was asked to teach English at one of the largest cram schools in Japan. He was offered to teach English by satellite so that students all over Japan could watch his lectures. He was also a lecturer at Matsumoto University. Having achieved a perfect score (990) on the TOEIC® test, he taught at such companies as Sony, Panasonic, Epson and Kodak. He now lives in Cebu.

Publications:

"A Handbook to the New TOEIC® Test" published by the Society for Testing English Proficiency (STEP) in 2006

"TOEIC® Test First Step Seminar" published by the Society for Testing English Proficiency (STEP) in 2008

"QQ English On-line Course Books One-on-One" published by QQ English in 2011



James Webb is currently Linguistics Advisor at QQ English. He has been involved in language teaching and research for 13 years. Born in London, England, he studied linguistics at Oxford University and psycholinguistics at University College London. He received master's degrees with distinction from both institutions and won the George Wolf Prize in Linguistics at Oxford. At Oxford, he was trained in phonetics and historical linguistics and specialized in syntax and lexical semantics. At University College London, he studied experimental psycholinguistics and computational linguistics, where he undertook research on homonymy and polysemy. He has taught English as a foreign language in England, Japan, France and the Philippines, and taught Japanese syntax to

students at Oxford University and the School of Oriental and African Studies, University of London.

The TOEIC® course teaching team



The members of the QQ English TOEIC® team are long-standing employees of QQ English and all have at least 2 years teaching experience, with most having more. All have achieved 900 or better on the official TOEIC® test. The team members attended a 5 month-long training course on how to teach TOEIC® led by Mr. Miyosawa with the assistance of Mr. Webb. They are also all TESOL certified.

Study hard and good luck!



- Day 1** A Introduction (1) Listening Section
B Introduction (2) Reading Section; Part 5 Parts of Speech (1)
- Day 2** A Reading Section; Part 5 Parts of Speech (2)
B Listening Section; Part 1 Strategies
Part 1 Distractors: A. Similar-sounding words B. Wrong word usage
- Day 3** A Reading Section; Part 5 Parts of Speech (3)
B Listening Section; Part 1 Strategies
Part 1 Distractors: C. Inference statements D. Irrelevant statements associated with the picture.
- Day 4** A Reading Section; Part 5 Parts of Speech (4)
B Listening Section; Part 1 Similar-sounding words
- Day 5** A Reading Section; Part 5 Parts of Speech (5)
B Listening Section; Part 1 Matching words
- Day 6** A Reading Section; Part 5 Parts of Speech (6)
B Listening Section; Part 1 Similar-sounding words
- Day 7** A Reading Section; Part 5 Parts of Speech (7)
B Listening Section; Part 1 Similar-sounding words
- Day 8** A Reading Section; Part 5 Pronouns
B Listening Section; Part 1 Similar-sounding words
- Day 9** A Reading Section; Part 5 Pronouns (2)
B Listening Section; Part 1 Similar-sounding words
- Day 10** A Reading Section; Part 5 Preposition vs. Conjunction (1)
B Practice Test (1)
- Day 11** A Reading Section; Part 5 Preposition vs. Conjunction (2)
B Listening Section; Practice Test (2)
- Day 12** A Reading Section; Part 5 Coordinating Conjunction and Correlative Conjunction
B Listening Section; Part 2 STRATEGY 1: Focus on the first word .and check the question types
(1) Yes/ No Questions
- Day 13** A Reading Section; Subordinating Conjunctions
B Listening Section; STRATEGY 1: Focus on the first word and check the question types
(2) Yes/No and Choice Questions

- Day 14** A Reading Section; Relatives (1)
B Listening Section; STRATEGY 1: Focus on the first word .and check the question types (3) WH and Choice Questions
- Day 15** A Speed Reading Training
B Listening Section; STRATEGY 1: Focus on the first word and check the question types (4) Making a Suggestion or Request
- Day 16** A Reading Section; Relatives (2)
B Listening Section; STRATEGY 1: Focus on the first word and check the question types (5) Items starting with the Subject
- Day 17** A Reading Section; Linking words (Miscellaneous)
B Listening Section; STRATEGY 2: Understand the main features of English sounds.
- Day 18** A Reading Section; Verb Forms (a)
B Listening Section; STRATEGY 3: Focus on the purpose of the question (or statement).
- Day 19** A Reading Section; Verb Forms (b)
B Listening Section; STRATEGY 4: Focus on the Content Word / Practice Test
- Day 20** A Reading Section; Verb Forms (c)
B Listening Section; STRATEGY 5: Understand the types of distractors for Part 2 items.
- Day 21** A Reading Section; Verb Forms (d) Parallelism / Determiners
B Listening Section; STRATEGY 6: Understand various response types (1)
- Day 22** A Reading Section; Verb Forms (e) Verb Patterns (1)
B Listening Section; STRATEGY 6: Understand various response types (2)
- Day 23** A Reading Section; Verb Patterns (2) + Comparatives
B Listening Section; Similar-sounding words Exercise / Part 2 Practice Test
- Day 24** A Reading Section; Part 5 Vocabulary Items
B Listening Section; Part 3 : Part 3 Strategies / Part 3 Example
- Day 25** A Speed Reading Training
B Listening Section; Question Types ; Gist, Detail, Inference / Practice Questions
- Day 26** A Reading Section; Part 6 Introduction
B Listening Section; Skill Building / Quick Reading Practice / Practice Questions
- Day 27** A Reading Section; Part 6 Practice Questions
B Listening Section; Part 3 Distractors / Practice Questions

- Day 28** A Reading Section; Part 6 Practice Questions
B Listening Section; Skill Building ; match the questions with the appropriate responses / Practice Questions
- Day 29** A Reading Section; Part 6 Practice Questions
B Listening Section; Practice Questions / Role playing
- Day 30** A Reading Section; Part 6 Practice Test (1)
B Listening Section; Part 3 Practice Test
- Day 31** A Reading Section; Part 6 Practice Test (2)
B Listening Section; Part 4 : Format / Part 4 Strategies / Part 4 Example
- Day 32** A Reading Section; Part 7 Introduction
B Listening Section; Part 4 Question Types ; Gist, Detail, Inference / Practice Questions
- Day 33** A Reading Section; Part 7 Practice Questions
B Listening Section; Part 4 Context Types / Practice Questions
- Day 34** A Reading Section; Part 7 Introduction
B Listening Section; Practice Questions
- Day 35** A Speed Reading Training
B Listening Section; Practice Questions
- Day 36** A Reading Section; Part 7 Practice Questions
B Listening Section; Practice Questions
- Day 37** A Reading Section; Part 7 Practice Test (1)
B Listening Section; Practice Questions
- Day 38** A Reading Section; Part 7 Practice Test (2)
B Listening Section; Practice Questions
- Day 39** A Reading Section; Part 7 Practice Test (3)
B Listening Section; Practice Questions
- Day 40** A Reading Section; Part 7 Practice Test (4)
B Listening Section; Practice Questions

Active Voice (能動態 Noh-doh-tai)

In the active voice, the subject of the verb does the action (eg They killed the President).

See also Passive Voice.

Adjective (形容詞 Keiyoh-shi)

A word like big, red, easy, French etc. An adjective describes a noun or pronoun.

Adverb (副詞 Fuku-shi)

A word like slowly, quietly, well, often etc. An adverb modifies a verb.

Apposition (同格 Doh-kaku)

Two noun groups referring to the same person or thing.

Article (冠詞 Kan-shi)

The "indefinite" articles are a and an. The "definite article" is the.

Auxiliary Verb (助動詞 Jo-doh-shi)

A verb that is used with a main verb. Be, do and have are auxiliary verbs. Can, may, must etc. are modal auxiliary verbs.

Clause (節 Setsu)

A group of words containing a subject and its verb (for example: It was late when he arrived).

Conjunction (接続詞 Setsuzoku-shi)

A word used to connect words, phrases and clauses (for example: and, but, if).

Infinitive (不定詞 Futei-shi)

The basic form of a verb as in to work (to-infinitive) or work (bare infinitive).

Interjection (感嘆詞 Kantan-shi)

An exclamation inserted into an utterance without grammatical connection (for example: oh!, ah!, ouch!, well!).

Noun (名詞 Mei-shi)

A word like table, dog, teacher, America ,etc. A noun is the name of an object, concept, person or place. A "concrete noun" is something you can see or touch like a person or car. An "abstract noun" is something that you cannot see or touch like a decision or happiness. A "countable noun" is something that you can count (for example: bottle, song). An "uncountable noun" is something that you cannot count (for example: water).

Object (目的語 Mokuteki-go)

In the active voice, a noun or its equivalent that receives the action of the verb. In the passive voice, a noun or its equivalent that does the action of the verb.

Participle (分詞 Bun-shi)

The -ing and -ed forms of verbs. The -ing form is called the “present participle”. The -ed form is called the “past participle” (for irregular verbs, this is column 3).

Part Of Speech (品詞 Hin-shi)

One of the eight classes of word in English - noun, verb, adjective, adverb, pronoun, preposition, conjunction and interjection.

Passive Voice (受動態 Judoh-tai)

In the passive voice, the subject receives the action of the verb (eg The President was killed).

See also Active Voice.

Phrase (句 Ku)

A group of words not containing a subject and its verb (eg on the table, the girl in a red dress).

Preposition (前置詞 Zenchi-shi)

A word like at, to, in, over etc. Prepositions usually come before a noun and give information about things like time, place and direction.

Pronoun (代名詞 Dai-mei-shi)

A word like I, me, you, he, him, it etc. A pronoun replaces a noun.

Sentence (文 Bun)

A group of words that express a thought. A sentence conveys a statement, question, exclamation or command. A sentence contains or implies a subject and a predicate. In simple terms, a sentence must contain a verb and (usually) a subject. A sentence starts with a capital letter and ends with a full stop (.), question mark (?) or exclamation mark (!).

Subject (主語 Shu-go)

Every sentence contains (or implies) two parts: a subject and a predicate. The subject is the main noun (or equivalent) in a sentence about which something is said.

Tense (時制 Ji-sei)

The form of a verb that shows us when the action or state happens (past, present or future). Note that the name of a tense is not always a guide to when the action happens. The “present continuous tense”, for example, can be used to talk about the present or the future.

Verb (動詞 Doh-shi) Intransitive Verb (自動詞 Jidoh-shi) / Transitive Verb (他動詞 Tadoh-shi)

A word like (to) work, (to) love, (to) begin. A verb describes an action or state.

More Advanced Terminology

Complement (補語 Ho-go)

The complement gives absolutely necessary information about the Subject or the Object.

He is happy. (He = happy) She makes him happy. (him = happy)

He is a happy man. (He = a happy man)

Concession (譲歩)

Although he may be rich, he is not happy.

Distractor (ひっかけ問題 Hikkake-mondai)

Finite Verb (述語動詞 Jutsu-go Doh-shi)

A finite verb must normally have a subject and a tense.

Gerund (動名詞 Doh-mei-shi)

A form that is derived from a verb but that functions as a noun, ending in -ing.

Inference Question (推測問題 Suisoku-mondai)

Modifier (修飾語 Shuushoku-go)

A modifier is an optional element in a sentence ; the removal of the modifier typically doesn't affect the sentence construction. Modifiers can be a word, a phrase or an entire clause.

Non-finite Verb (or Verbal) (準動詞 Jun-doh-shi)

A verb form that is not influenced by a subject and is not inflected. It includes 'infinitives', 'gerunds' and 'participles'.

Present Perfect (現在完了)

Tense that connects the past and the present

Reflexive Pronoun (再帰代名詞)

Pronoun ending in '-self' or '-selves'

Relative Pronoun (関係代名詞)

Pronoun that starts a relative clause.

1. INTRODUCTION

What is the TOEIC[®] test?

"TOEIC[®]" stands for the Test of English for International Communication. TOEIC[®] test scores indicate how well people can communicate in English with others in the global workplace. The test does not require specialized knowledge or vocabulary; it measures only the kind of English used in everyday activities.

What is the format of the TOEIC[®] test?

The TOEIC[®] test is a two-hour, paper-and-pencil, multiple-choice test that consists of 200 questions divided into two separately timed sections; Listening Section and Reading Section.

Listening Section

This section consists of 100 questions and is divided into four parts. The entire Listening Section takes approximately 45 minutes.

Part 1: Photographs (10 photographs each followed by 4 spoken statements)

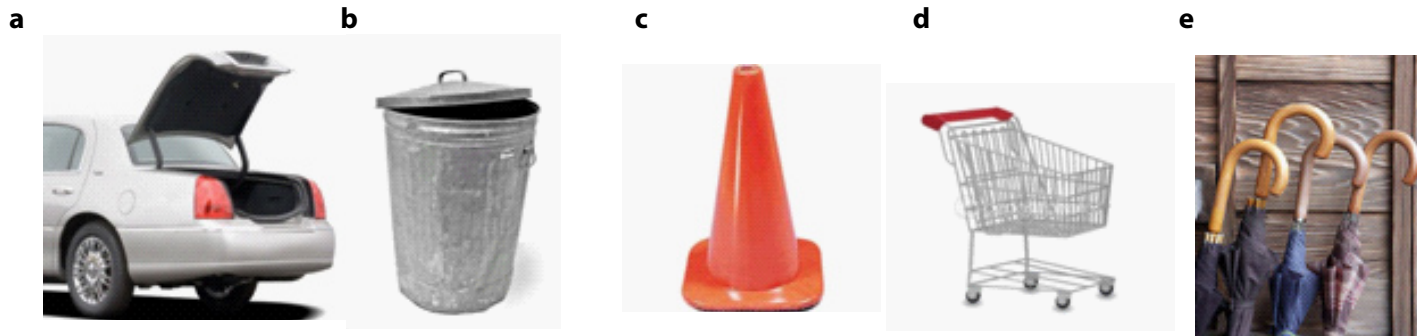
Part 2: Question and Response (30 questions each followed by 3 spoken responses)

Part 3: Short Conversations (10 short conversations each followed by 3 spoken questions.

Each question has 4 answer choices)

Part 4: Short talks (10 short talks each followed by 3 questions. Each question has 4 answer choices)

2. MATCHING WORDS



1-() 2-() 3-() 4-() 5-()

1. cart 2. car trunk 3. traffic cone 4. umbrellas 5. trash can

3. DICTATION

1. He's pushing a
2. are..... on top of one another.
3. He'sbaggage into the
4. She's standing next to the
5. There's an.....at the foot of the table.

4. HOMEWORK (Vocab)

1. During the flight, check the magazines in the seat pocket.
2. Use those maps to determine where your arriving and departing gates are located,
3. Listen closely to the announcements as the plane you're on has landed and is taxiing to the gate.
4. Make sure that the boarding pass for your connecting flight is on yourself.
5. You usually do not need to visit baggage claim.

1. INTRODUCTION (2)

Reading Section

The Reading Section consists of 100 questions presented in written format in the test booklet. Candidates read a variety of materials and respond at their own pace to questions based on the materials. The entire Reading Section takes 75 minutes.

- Part 5: Incomplete Sentences (40 fill-in-the-blank sentences, each followed by 4 answer choices)
- Part 6: Text Completion (4 sets of reading passages. Each passage has 3 fill-in-the-blank sentences, each followed by 4 answer choices)
- Part 7: Reading Comprehension (Single reading passages, each followed by between 2 and 5 questions. Each question has 4 answer choices. 4 sets of double reading passages, each followed by 5 questions. Each question has 4 answer choices)

2. PART 5 STRATEGIES

● STRATEGY 1:

Read all of the 4 choices before reading the sentence. Know the two types of answer choices.

Example 1

The recent increase in tourism has done less to improve the business of small retailers in this area than wepredicted.

- (A) original (B) originated (C) originally (D) originality

Example 2

Conference participants interested in industrial development should..... schedule a visit to Auckland's factories.

- (A) recently (B) definitely (C) practically (D) fortunately

● **STRATEGY 2: TIME MANAGEMENT**

Example 3 He is a person. (creative/ create/ creation/ creatively)

Example 4 You have to think (creative/ create/ creation/ creatively)

Example 5 I would like to propose the of a new project. (creative/ create/ creation/ creatively)

Example 6 Nuclear warfare could destroy all (creative/ create/ creation/ creatively)

3. Exercise

1. The report stresses theof eating plenty of fresh fruit and vegetables.
(A) necessary (B) necessity (C) necessarily (D) necessitate
2. The human resources manager who interviewed the candidate over the phone said that she lacks theskills for the job.
(A) necessary (B) necessity (C) necessarily (D) necessitate
3. The fact that something is cheap does notmean it is of low quality.
(A) necessary (B) necessity (C) necessarily (D) necessitate
4. Reduction in government spending willfurther cuts in public services.
(A) necessary (B) necessity (C) necessarily (D) necessitate
5. Rates for the use of recreational facilities do not include tax and are subject to change without
(A) signal (B) necessity (C) report (D) notice