

THE
TOEIC®
— PROGRAM —

— THE GLOBAL STANDARD OF —

*English
Proficiency
for Everyday
and Workplace
Communication
Skills*



About the *TOEIC*® Program

The *TOEIC*® program 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.



Why choose the *TOEIC* Program?

As the industry leader for nearly 40 years, the *TOEIC* program has set the standard for assessing English-language communication skills needed in the workplace. With about seven million tests administered every year, the *TOEIC* tests are the most widely used around the world, with 14,000+ organizations across more than 160 countries trusting *TOEIC* scores to inform the decisions that matter.



The *TOEIC* Portfolio

The *TOEIC* program offers a portfolio of assessments to provide an accurate picture of English-language ability across a range of skills and proficiency levels. And a suite of teaching resources and learning materials help to ensure individuals are ready to do their best.



About the TOEIC Program

THE GLOBAL STANDARD FOR EVERYDAY AND WORKPLACE ENGLISH COMMUNICATION SKILLS

For almost 40 years, corporations and educational institutions around the world have trusted scores from the TOEIC program to ensure individuals have the English-language skills needed to meet the communication challenges of a global workplace. Today, more than 14,000 organizations in 160 countries use TOEIC test scores to evaluate English-language proficiency.

The TOEIC program delivers comprehensive assessment data across all four communication skill areas (listening, reading, speaking and writing) to provide fair, valid and reliable information that supports informed decision-making. Because TOEIC assessments are standardized, the scores can be used to accurately and objectively evaluate individuals over time and across locations, regardless of each assessment taker's background.

Our commitment to research ensures that TOEIC assessments are current, relevant, and reflective of real-world tasks and scenarios in today's modern workplace. Organizations trust the evidence-centered design and reliable scoring process to identify individuals who have the English-language skills they need to succeed.

More than 14,000 organizations in 160 countries trust TOEIC test scores to evaluate English-language proficiency.

Assess to Progress



Research-based Design

THE TOEIC PROGRAM'S COMMITMENT TO RESEARCH HELPS SUPPORT THE QUALITY OF THE TOEIC TESTS.

FOUR-SKILL APPROACH

The TOEIC program provides a comprehensive measure of English-language proficiency by assessing all four skill areas – listening, reading, speaking and writing.

SCORING PROCESS

The TOEIC program employs a rigorous scoring process to ensure fair, valid and reliable scores.

TEST DESIGN

The TOEIC program's evidence-centered design combines carefully-developed test items and question types to accurately measure the English skills and abilities needed in today's global workplace.

STANDARDIZED

Because TOEIC tests are standardized, test scores are consistent and comparable across different test forms and test administrations.

Why choose the TOEIC program?

THE GLOBAL LEADER IN ENGLISH-LANGUAGE ASSESSMENT FOR THE WORKPLACE AND EVERYDAY LIFE

PROGRAM BENEFITS

For corporations, the TOEIC tests help organizations to:

- ✓ Make evidence-based, efficient decisions when hiring, promoting and assigning people to roles where English skills matter the most
- ✓ Focus on the skills employees need to be successful and strengthen the organization's talent pool
- ✓ Monitor and demonstrate the effectiveness of the organization's English-language proficiency programs, processes and decisions

For educational institutions, the TOEIC tests help educators to:

- ✓ Make better-informed enrollment decisions, place students more accurately and support academic development for future success in the workplace
- ✓ Enhance the institution's reputation and global recognition, by ensuring the quality of English-language proficiency for graduates
- ✓ Demonstrate, with objective data, the effectiveness of the institution's English-language program to accreditors and internal stakeholders
- ✓ Equip students with the English-language skills needed for success in the global workplace



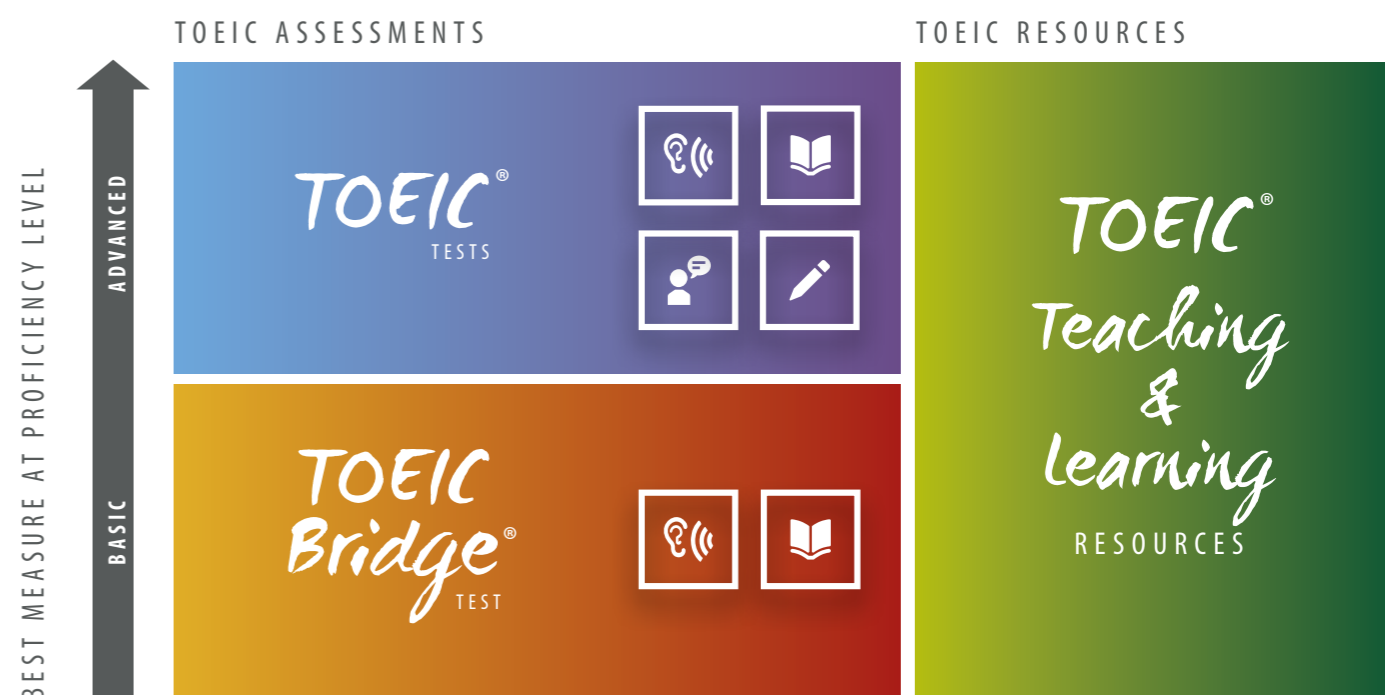


THE TOEIC PROGRAM OFFERS A VARIETY OF RESOURCES TO SUPPORT TEACHING AND LEARNING AND HELP YOUR ORGANIZATION ACHIEVE ITS GOALS.

The TOEIC Portfolio

The assessments and teaching and preparation materials in the TOEIC program provide a portfolio of resources to help you evaluate English-communication skills and help prepare test takers to do their best. The assessments in the TOEIC program evaluate individuals' English-communication proficiency across a range of skill levels. The TOEIC program also features resources for teachers and trainers, as well as preparation materials to ensure test takers are ready to perform to their full potential.

THE TOEIC PORTFOLIO CONSISTS OF:



PROGRAM BENEFITS

The TOEIC® Listening and Reading and TOEIC® Speaking and Writing test scores are used to inform decision making in these key areas:

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

TOEIC Bridge® test scores are used to inform decision making in these key areas:

- ✓ Screening and selection
- ✓ English-program entrance and exit requirements
- ✓ Training effectiveness

TOEIC®

LISTENING & READING TEST

The TOEIC Listening and Reading test is the global standard for assessing English-language comprehension skills in the workplace.



Why use the TOEIC Listening and Reading test?

The TOEIC Listening and Reading test enables organizations to objectively measure and compare the English-language communication skills of current and potential employees and students. The test questions are based on up-to-date, real-world workplace scenarios. Score reports provide reliable, consistent data to help corporations make hiring and talent management decisions with confidence and help educational institutions produce graduates with the English skills they need to meet the challenges of the modern workplace.



TEST FORMAT AND CONTENT



The TOEIC Listening and Reading 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 LISTENING TEST



SECTION I: LISTENING

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

Total time: 45 minutes

TOEIC READING TEST



SECTION II: READING

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

Total time: 75 minutes

SCORES WITH MEANING

TOEIC Listening and Reading scores provide meaningful feedback on a test taker's ability to:

- ✓ Understand explanations and instructions English skills matter the most
- ✓ Follow public talks and announcements
- ✓ Understand workplace conversations
- ✓ Connect information in different real-world texts

TOEIC Listening and Reading test scores are used to inform decision making in these key areas:

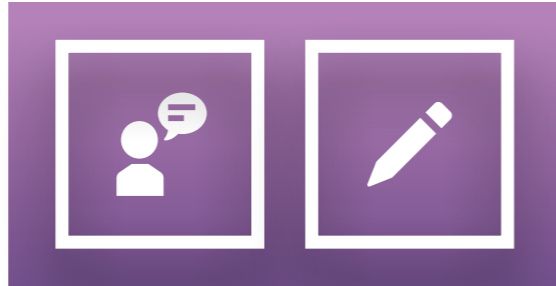
- ✓ Screening and selection
- ✓ English-program entrance and exit requirements
- ✓ Placement and advancement

Find out more at www.ets.org/toEIC/organizations

TOEIC®

SPEAKING & WRITING TESTS

The TOEIC® Speaking and Writing tests are reliable and accurate assessments of workplace English speaking and writing skills. When taken together with the TOEIC Listening and Reading Test, the test scores provide an accurate, standardized measure of proficiency in all four English language skills.



Why use the TOEIC Speaking and Writing tests?

The TOEIC Speaking and Writing tests are trusted worldwide to provide an accurate assessment of an individual's ability to communicate in spoken and written English in the workplace. When English proficiency is critical, the TOEIC Speaking and Writing tests can help you to objectively assess and compare individuals' scores across the world.



TEST FORMAT AND CONTENT

The TOEIC Speaking and Writing tests are designed to assess language skills that are used in daily life and in the workplace, from telephone conversations and presentations to email writing and correspondence.



TOEIC SPEAKING TEST		TOEIC WRITING TEST	
THE TOEIC SPEAKING TEST Test takers answer 11 questions		THE TOEIC WRITING TEST Test takers answer 8 questions	
Questions 1-2: Read a text aloud Questions 3: Describe a picture Questions 4-6: Respond to questions Questions 7-9: Respond to questions using information provided Questions 10: Propose a solution Questions 11: Express an opinion		Questions 1-5: Write a sentence based on a picture Questions 6-7: Respond to a written request Questions 8: Write an opinion essay	
Total time: 20 minutes		Total time: 60 minutes	

SCORES WITH MEANING

ETS uses a rigorous scoring process to ensure that the TOEIC Speaking and Writing tests deliver accurate, fair and reliable results. Each test is scored by multiple people and individual raters are constantly monitored and evaluated to ensure a consistent scoring process, to provide a level of accuracy and fairness that surpasses traditional one-on-one interviews.

Questions are based on workplace skills, so test scores allow you to determine an individual's ability to:

- ✓ Speak in English that's understood by native and proficient non-native speakers
- ✓ Participate in workplace conversations
- ✓ Write emails
- ✓ Express opinions

Find out more at www.ets.org/toEIC/organizations

TOEIC Bridge® TEST

The *TOEIC Bridge*® test is the ideal assessment for beginning to lower-intermediate English-language learners. The test measures basic-level listening and reading comprehension skills for practical, everyday use. The TOEIC Bridge test is used by language schools, educational institutions, corporations and government agencies around the world.



Why use the TOEIC Bridge test?

The TOEIC Bridge test helps you understand the English proficiency of beginner to lower-intermediate level learners. The score report lists their Listening, Reading and total score in a simple, easy-to-understand format. This helps motivate and encourage learners to improve their English-language skills and enables learning resources to be more efficiently targeted.

TOEIC BRIDGE TEST FORMAT

The test is a paper-and-pencil assessment consisting of 100 multiple-choice based questions to measure listening and reading comprehension. The listening section takes 25 minutes and the reading section takes 35 minutes to complete. A biographical questionnaire takes an additional 30 minutes. Questions use familiar, everyday contexts such as communication with family and friends.

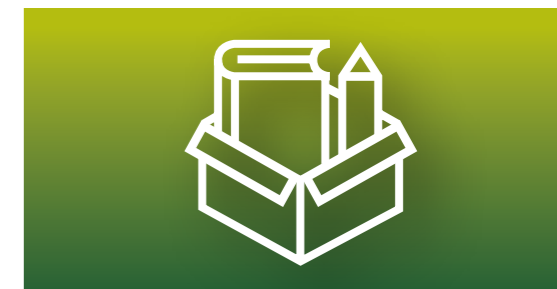
SCORES AND INTERPRETATION

Score reports include total scores and breakdowns for individual listening and reading sections. They provide the information you need to help guide English-language learners' progress, motivate them to improve and place them in appropriate situations for their ability.

TOEIC Bridge test scores determine an individual's ability to:

- ✓ Listen to and read everyday English
- ✓ Advance to the next level of English-language learning

RESOURCES TEACHING & LEARNING



The TOEIC program offers various teaching and test preparation resources for the TOEIC assessments. These resources support learning success for test takers and those responsible for English-language teaching and training.

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 assessments. These hands-on sessions are led by ETS-approved facilitators. They explore different approaches to language training that can improve the real-world English proficiency of learners. Workshop participants have the opportunity to network with peers and enhance their teaching and curriculum development skills, while obtaining valuable professional development credentials.

Learn more about Propell Teacher Workshops www.ets.org/toEIC/propell



TEST PREPARATION RESOURCES

The TOEIC program offers test takers a variety of preparation resources for the TOEIC assessments, in printed and digital formats. The *TOEIC*® Official Learning and Preparation Course provides a framework to ensure that test takers are prepared to perform to their full potential when taking the TOEIC tests. A range of resources, including sample questions, can be found on our website.

Find out more at www.ets.org/toEIC/organizations

LISTENING COMPREHENSION

Test takers listen to recorded speech on a CD and answer questions on what they hear



- Part 1:** Photographs (15 questions)
- Part 2:** Question-Response (20 questions)
- Part 3:** Short Conversations and Short Talks (15 questions)

Total time: 25 minutes

READING

Test takers read single sentences and longer texts and answer different types of questions



- Part 4:** Incomplete Sentences (30 questions)
- Part 5:** Reading Comprehension (20 questions)

Total time: 35 minutes



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