EWS-WS-TOEIC-LR-FREE02 | Separate answer and model guide

Worksheet 2 - Answers

TOEIC L&R - selected listening and reading skills

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Open tasks: models show one possible response. Accept other accurate, relevant answers.

Page 1: Complete workplace sentences

1. B - approved. Yesterday requires a past form.
2. A - when. It introduces a time clause.
3. B - their. A possessive determiner is needed.
4. B - larger. Than signals a comparative.
5. B - meeting. To is a preposition in look forward to.
6. A - by. It introduces the agent in a passive construction.
7. A - at. Use at with a clock time.
8. B - has been sent. A singular subject and passive perfect form are required.
9. B - clearly. An adverb modifies complete.
10. B - therefore. The move is a consequence.
11. A - is. Neither of takes a singular verb in this formal item.
12. B - to send. Ask someone to do something.

Page 2: Read a workplace update carefully

1. B. The session is now in the ground-floor training room.

The room changes; the notice explicitly preserves the start and finish times.

2. moved; bring.

Present perfect takes a past participle; should is followed by the base form.

3. Tuesday's workshop has moved from Room 5 to the ground-floor training room. It still starts at 9.30 a.m. and finishes at 12.30 p.m. Please bring the workbook sent by email. Contact reception before Monday noon if you need an access arrangement.

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Preserve exact times and avoid adding an unconfirmed date, fee or requirement.