



The TOEIC® test (Test Of English For International Communication™) is an ETS assessment tool that measures proficiency in international business English, at intermediate and advanced levels. It provides an accurate measurement of the listening, reading and grammar competencies of candidates. With more than 4.5 million test takers per year, the TOEIC® test is the standard measurement of workplace English language proficiency worldwide.

#### **Benefits of the TOEIC® test:**

- Provides an objective assessment of workplace English proficiency
- Is a valuable credential for professionals
- Offers an internationally-accepted standard of performance
- Is highly reliable; scores are always accurate and consistent
- Is reasonably priced
- Provides rapid score results
- Provides a continuous scale that allows for monitoring of improvement
- Provides descriptions of typical candidate performance on work-related tasks
- Motivates individuals to improve their English proficiency
- Local scoring, reporting and customer service provides clients and test takers with local contacts and native language customer service.



#### **The TOEIC® test**

TOEIC® test questions are based on real-life work settings in an international environment (meetings, travel, telephone conversations, etc). The TOEIC® paper and pencil test consists of 200 multiple-choice questions, divided into 2 separately timed sections:

- **Listening comprehension** – questions based on a variety of recorded statements, questions, and short conversations in English.
- **Reading** – questions based on a variety of materials to be read.

The test lasts approximately 2.5 hours

Scores on the TOEIC® test are determined by the number of correct answers on each section, which is then converted into a scale score. Test takers are awarded separate marks for the written and oral comprehension sections, on a scale ranging from 5 to 495 points. The total score possible is hence between 10 and 990 points. ETS statistical procedures used to convert scores to a common scale ensure that similar TOEIC® scores indicate similar levels of English proficiency.



TOEIC certificates are then awarded to candidates based on their scores. ETS also provides test takers with a **can-do table** that can be included with their CV when communicating TOEIC® scores. This grid presents possible scores and the corresponding English skills associated with each; in other words, a picture of what the individual can and cannot do.

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## The TOEIC® Bridge



The TOEIC® Bridge test measures proficiency in English listening and reading at beginner to intermediate levels. The TOEIC® *Bridge* test is an assessment tool very similar to the TOEIC® test, except that it measures competence in listening to and reading English at beginner to intermediate levels. It is a reliable and valid assessment that is internationally recognized.

### Use of the Bridge test:

- For professionals who require a rudimentary knowledge of English at their workplace
- As part of training programs in companies, to both assess and encourage beginners to set and attain language learning goals
- For students who are in the first stage of a language course
- In secondary schools and technical schools as an external and impartial tool to measure language skills
- As a developmental tool that can be administered a number of times to assess the progress of the candidate in English language learning
- As a tool to measure instructional effectiveness – the scores of all students pursuing a particular language course can be examined to analyse the quality of the course itself.

The *Bridge* test has proved to be a good motivational tool to encourage beginners to proceed to the next level.

## Structure of the test

The *Bridge* paper and pencil multiple-choice test consists of 100 questions. It lasts less than an hour, and features questions that are significantly easier than TOEIC® test questions.

Section 1: Oral comprehension (with audio support), with questions based on

- Photographs
- Questions and answer modules
- Short dialogues

This section has 50 questions, and takes 25 minutes to complete.

Section 2: Written comprehension, including

- Incomplete sentence
- Reading comprehension

This section has 50 questions, and can be completed in 35 minutes.

The score report given to each candidate indicates a total score graded between 20 and 180 points (10 to 90 points for each of the two sections of the test).



The image shows a sample score report for the TOEIC Bridge test. It includes the ETS Europe logo, the test title, and a table of scores for a candidate named RILCY JEAN. The table lists scores for Listening (86), Reading (90), and a Total score of 176. It also provides sub-scores for Functions (3), Listening strategies (3), Vocabulary (3), Reading strategies (3), and Grammar (3). The test date is 06-Jul-2004.

ETS EUROPE A Division of ETS Global BV		Score Report	
TEST OF ENGLISH FOR INTERNATIONAL COMMUNICATION			
Name:	RILCY JEAN	ID number:	
Client:	E.T.S. FRANCE	Test date:	06-Jul-2004
Date of birth:	28-Sep-1983	Functions:	3
Listening:	86	Listening strategies:	3
Reading:	90	Vocabulary:	3
Total:	176	Reading strategies:	3
		Grammar:	3

Candidates are also given sub scores that allow them to identify areas of strength and weakness. These include scores for:

- Grammar: an indication of capacity to recognise and use simple grammatical structures,
- Vocabulary: capacity to use and understand words and short sentences used in everyday conversational English,
- Oral comprehension: the capacity to understand spoken English, including understanding tonalities, comprehending the particular meaning of certain words given a context, differentiating between similar sounding words, etc.,
- Reading comprehension: an indication of ability to comprehend a written text and understand the different sections within it.

Once learners achieve the maximum score in the *Bridge* test, they are ready to take on the full TOEIC® test.

## **Test Content**

The TOEIC Bridge test is a paper-and-pencil test, composed of 100 multiple-choice questions. Although the actual testing time is approximately 60 minutes, examinees must complete the biographical questions on the answer sheet and respond to a brief questionnaire about their educational and work history. Therefore, you should allow approximately 90 minutes taking the test.

### **The Two Main Test Sections**

#### **Listening Comprehension**

Test takers will hear recorded statements, questions, short conversations, and short talks in English, and answer 50 questions based on what they hear. There are three parts:

Part 1: Photographs (15 questions)

Part 2: Question-Response (20 questions)

Part 3: Short Conversations and Short Talks (15 questions)

This section will take about 25 minutes to complete.

#### **Reading**

Test takers will read single sentences as well as texts, and then answer 50 questions based on what they read. There are two parts:

Part 4: Incomplete Sentences (30 questions)

Part 5: Reading Comprehension (20 questions)

This section will take about 35 minutes to complete.

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The TOEFL Accelerator product combines test preparation and targeted skills practice into one powerful learning solution. The skills practice component is assigned by the teacher as the student progresses through the curriculum. Its results allow the teacher to tailor the curriculum to the student's individual needs. When a student reaches proficiency, test preparation sets are administered to determine student readiness for taking the TOEFL iBT.

**Benefits to English-language schools, instructors and students**

- Encourages a dynamic, instructor- led learning environment
- Enables teachers to incorporate a global standard into their curriculum
- Offers convenient and flexible online access and implementation
- Gives students the added advantage of classroom interaction
- Provides feedback for targeted skill-building

Tests within the TOEFL Accelerator learning solution simulate the real TOEFL iBT and measure all four skill areas — listening, reading, speaking and writing. There's never been a better way to prepare for TOEFL iBT success.

**The TOEFL Accelerator™ product is an Internet-based, test preparation and targeted skills practice learning solution exclusively from ET**

- Use in an instructor-led learning environment
- Improve essential English-language skills
- Prepare for the world's most widely accepted English test — TOEFL® iBT
- Convenient and flexible online access and implementation
- Developed by ETS — creator of the TOEFL® test

## **TOEFL Accelerator Features**

### Test preparation component

- Format and content from actual TOEFL iBT test.
- Tests simulate the TOEFL iBT and measure all four skills areas: listening, reading, speaking and writing.
- Test can be administered in its entirety or in sections
- Reading and listening multiple-choice questions and writing responses instantly
- Speaking section is scored by ETS- certified raters
- Instructor is given a range of reporting levels and results to share with students

### **Skills Practice Component**

- Practice in each of the four skill areas- listening, reading, speaking and writing
- Items taken from authentic TOEFL iBT tests.
- Automated scoring of the listening, reading, writing items.
- Speaking section is scored by ETS- certified raters.
- Feedback includes right/wrong responses, correct answers and performance descriptors.

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## TOEFL® Practice Online

TOEFL® Practice Online is the official test preparation website from ETS, creator of the TOEFL® test. It offers you practice tests with previously used TOEFL test questions and gives you instant scores and performance feedback.

With TOEFL Practice Online, you can improve your skills in English as a second language by practicing individual skills in listening, reading, writing and speaking.



### **Who uses it?**

Students who plan to take the TOEFL® iBT and need English-language training for study abroad can join TOEFL

Practice Online. With feedback from ETS, you can improve your English proficiency in an academic environment and prepare for the TOEFL iBT.

### **The new TOEFL iBT test**



The new TOEFL® iBT (Internet Based Testing) is ETS' next generation TOEFL test, and incorporates an integrated-skills approach to simulate real-life academic environments. The TOEFL iBT test:

- Measures four skills and combines them in integrated tasks: listening, reading, writing and speaking.
- Focuses on how well you use English, not just what you know about it.
- Uses integrated tasks that are more reflective of what we do with language in the real world, and results in a better measure of ability to participate successfully in an academic environment.

The test remains for four and a half hours divided on the skills:

Test Section	Number of Questions	Timing
Reading	3–5 passages, 12–14 questions each	60–100 minutes
Listening	4–6 lectures, 6 questions each 2–3 conversations, 5 questions each	60–90 minutes
Break		10 minutes
Speaking	6 tasks: 2 independent and 4 integrated	20 minutes
Writing	1 integrated task 1 independent task	20 minutes 30 minutes

## TOEFL® iBT Test Content

The TOEFL iBT measures skills in reading, listening, speaking and writing, and requires you to combine 2 or more of these skills to respond to a question. For example, you might read a passage or listen to a lecture in English, and then write or speak your answers in English.

The scores are divided on the four skills:

### Reading

Skill	Performance Level		
	(0-14)	(15-21)	(22-30)
Reading	<u>Low</u>	<u>Intermediate</u>	<u>High</u>

### Listening

Skill	Performance Level		
	(0-14)	(15-21)	(22-30)
Listening	<u>Low</u>	<u>Intermediate</u>	<u>High</u>

### Speaking

Skill	Performance Level			
	(0-9)	(10-17)	(18-25)	(26-30)
Speaking about Familiar Topics	<u>Weak</u>	<u>Limited</u>	<u>Fair</u>	<u>Good</u>
Speaking about Campus Situations	<u>Weak</u>	<u>Limited</u>	<u>Fair</u>	<u>Good</u>
Speaking about Academic Course Content	<u>Weak</u>	<u>Limited</u>	<u>Fair</u>	<u>Good</u>

### Writing

Skill	Performance Level		
	(1-16)	(17-23)	(24-30)
Writing based on Reading and Listening	<u>Limited</u>	<u>Fair</u>	<u>Good</u>
Writing based on Knowledge and Experience	<u>Limited</u>	<u>Fair</u>	<u>Good</u>

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### **What is TOEFL ITP?**

The TOEFL Institutional Testing Program (ITP) tests English proficiency at the intermediate to advanced levels. It is composed of *previously administered TOEFL paper-based tests*.

The exam uses an academic context to evaluate nonnative speakers' skills in

- Listening Comprehension
- Structure and Written Expression
- Reading.

### **Who Should Use TOEFL ITP?**

TOEFL ITP provides a convenient and affordable assessment of English language proficiency for

- Secondary schools
- Colleges and universities
- English-language programs
- Governments
- Agencies

### **TOEFL ITP is ideal for your program because it is**

- **Reliable**, based on the TOEFL test, the most trusted English-language assessment in the world.
- **Available on demand**. YOU choose your test date.
- **Convenient**. You use YOUR OWN facilities and staff to administer the test and return the materials to ETS for accurate scoring.
- **Flexible**, containing multiple test forms, allowing you to test throughout the year.
- **Quick to deliver scores**, doing so approximately three to seven days after score sheets are received.
- An **accurate predictor** of performance on the secure TOEFL test.
- Helpful in **determining academic readiness** and development needs.
- **Motivational** for students wishing to improve their English proficiency.

TOEFL® ITP consists of *previously administered TOEFL paper-based tests*. It evaluates nonnative English speakers' skills in three areas, for academic purposes:

- Listening Comprehension — measures the ability to understand English, including short and long conversations and short talks or lectures
- Structure and Written Expression — measures the ability to recognize standard written English
- Reading — measures the ability to read and understand short passages at the university level

### TOEFL ITP Test

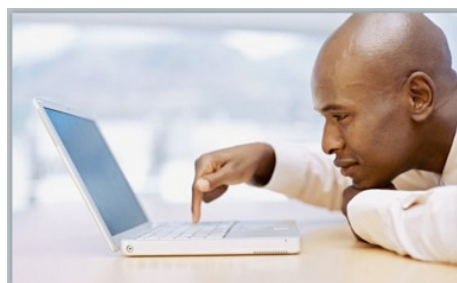
#### TOEFL ITP - 2 Hours

Section	Number of Questions	Admin. Time	Score Scale
Listening Comprehension	50	35 minutes	31 — 68
Structure and Written Expression	40	25 minutes	31 — 68
Reading	50	55 minutes	31 — 67
TOTAL	140	115 minutes	310 — 677

#### Pre-TOEFL ITP— 1.5 hours

Section	Number of Questions	Admin. Time	Score Scale
Listening Comprehension	30	22 minutes	20 — 50
Structure and Written Expression	25	17 minutes	20 — 50
Reading and Vocabulary	40	31 minutes	20 — 50
TOTAL	95	70 minutes	200 — 500

All questions are multiple choices, and students answer them by filling in an answer sheet.



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### **What is the *Criterion*<sup>SM</sup> Service?**

The *Criterion*<sup>SM</sup> Online Writing Evaluation is a Web-based application that provides faculty, writing instructors and administrators at community colleges and four-year institutions with reliable evaluations of their students' writing abilities. Students draft and submit essays and receive immediate feedback in the form of a holistic score and diagnostic annotations within each essay that guide instruction.

### **Who Uses the *Criterion* Service and Why?**

The *Criterion* service provides an effective initial evaluation of student skill levels allowing instructors to benchmark writing, to make placement decisions, adjust instruction and track progress.



**Faculty:** The *Criterion* service supports instruction by providing faculty with online, real-time access to faculty-specific writing assignments. With a variety of topics to select from, the *Criterion* service is a learning tool that does not increase workload and adds value to writing instruction by providing a teachable moment.

**Students:** The *Criterion* service provides instant diagnostic feedback and real-time scores on essay submissions to help students improve skills and build confidence. Students can rewrite their essays using feedback they receive online from both the *Criterion* service and their writing professors.

### **How Does the *Criterion* Service Work?**

The *Criterion* service is powered by e-rater's<sup>®</sup> automated scoring technology to provide students with immediate scoring and diagnostic feedback on essays they submit.

**Holistic Scores** are based on nationally recognized standards.

**Trait Feedback Analysis** focuses on grammar, usage and mechanics; style; and organization and development. This analysis provides both a summary and in-depth analysis of errors in an effort to pinpoint areas that require attention.

## **The *Criterion* Service for K-12 Education**

### **What is it?**

The *Criterion*<sup>SM</sup> Online Writing Evaluation service is a self-paced instructional writing practice tool that offers almost immediate feedback on essay-writing performance for students at grade 4 through adult levels. In less than 20 seconds after submitting their essay, students and their instructors receive a holistic score and annotated diagnostic feedback.



### **Who uses it?**

Teachers and students just need an internet connection to access the service; the *Criterion* service is PC and Mac compatible. ETS offers per-student subscriptions for this web-based service to schools and school districts, academic institutions, online learning and assessment providers, and related service networks.

And to help teachers understand how the *Criterion* Online Writing Evaluation service can significantly increase students' scores and writing abilities, ETS provides a downloadable .Teachers can see how easy it is to evaluate, discuss, and track each student's progress towards improved writing scores.

### **How does the *Criterion* service help teachers and students?**

The *Criterion* service gives teachers a tool to enhance writing instruction and provides students unlimited opportunities to improve their writing skills by submitting essays. Because the *Criterion* service is offered online, teachers and students can access it from school, home, or anywhere with an internet connection.

Students practice their writing and can make unlimited essay revisions in a non-threatening environment that encourages discussion with their teachers about the writing process; students can also receive comments via a private message board. Students can easily access numerous features, including an annotated version of their essay with both a holistic score and detailed diagnostic feedback in trait areas of Grammar, Usage, Mechanics, Style, and Organization & Development. A context-sensitive Writer's Handbook is embedded for reference.

Teachers may select a topic from the *Criterion* library or create their own topic. The *Criterion* library encompasses grade-school to graduate-level topics, including English Language Learner prompts for high school and adult students.

The *Criterion* service is a very flexible tool that enables teachers to target instruction. It generates detailed reports so that teachers can easily track both student and class progress.

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# TOEIC® Practice Online: Speaking & Writing

*with Certainty.*

TOEIC® Practice Online can help nonnative English speakers prepare for English as a second language certification through test prep and English courses online.

## **Test takers can**

- Experience the "real" TOEIC® Speaking and Writing tests.
- Measure their English proficiency in skills commonly used in the workplace and work on areas that need improvement.
- Receive score feedback from ETS trained and certified human raters.
- Practice anytime, anywhere — via the Internet.

**TOEIC® Practice Online: Speaking & Writing** can prepare you for success on test day.

- Experience the real TOEIC® Speaking and Writing tests.
- Measure your skills in business English.
- Work on areas that need improvement.
- Receive feedback and track your progress.
- Determine if you are ready to take the TOEIC test.
- Practice anywhere, anytime — at home, at work or at school

## TOEIC® Speaking and Writing Tests



### **Benefits of TOEIC® Speaking and Writing Tests**

The new tests will enable you to:

- Recruit, keep and develop the most qualified candidates
- Save time and resources by knowing immediately who has the skills to succeed
- Hire people who can interact with colleagues and clients throughout the world
- Receive outstanding support and state-of-the-art test design from ETS.

### **Test Content**

The TOEIC® tests assess language skills that are used in daily life and the workplace. Test takers speak and write in English and give their responses to real-world questions and scenarios. The tests use common everyday phrases, key expressions and vocabulary.

The TOEIC Speaking Test

The TOEIC Writing Test

## **The TOEIC Speaking Test Format**

Content: 11 questions

Time: approximately 20 minutes

Score Scale: 0-200

The test is designed to provide information about language ability of speakers across a range of English proficiency.

The table below shows how tasks are organized:

<b>Questions Task</b>		<b>Evaluation Criteria</b>
1-2	Read a text aloud	Pronunciation Intonation and stress
3	Describe a picture	All of the above, plus Grammar Vocabulary Cohesion
4-6	Respond to questions	All of the above, plus Relevance of content Completeness of content
7-9	Respond to questions using information provided	All of the above
10	Propose a solution	All of the above
11	Express an opinion	All of the above

## The TOEIC Writing Test Format

Content: 8 questions

Time: approximately 60 minutes

Score Scale: 0–200

The test is designed to provide useful information about test takers across a broad range of English proficiency levels. The table below shows how the tasks in the TOEIC Writing test are organized:

Questions	Task	Evaluation Criteria
1-5	Write a sentence based on a picture	Grammar Relevance of the sentences to the pictures
6-7	Respond to a written request	Quality and variety of your sentences Vocabulary Organization
8	Write an opinion essay	Whether your opinion is supported with reasons and/or examples Grammar Vocabulary Organization

### *Scores*

The rating process for the TOEIC® Speaking and Writing tests takes place over ETS's Online Scoring Network (OSN), which is a highly secure Internet-based system for evaluating test-takers' responses.

Responses are sent to ETS's Online Scoring Network, where they are scored by certified ETS test raters.

### **Speaking Test Scores**

Questions 1-9 are rated on a scale of 0-3

Questions 10-11 are rated on a scale of 0-5

Sum of all ratings is converted to a scaled score of 0-200

8 proficiency levels are provided

### **Writing Test Scores**

Questions 1-5 are rated on a scale of 0-3

Questions 6-7 are rated on a scale of 0-4

Question 8 is rated on a scale of 0-5

Sum of all ratings is converted to a scaled score of 0-200

9 proficiency levels are provided

**The difference between the TOEIC Practice Online: Speaking & Writing and the TOEIC Speaking and Writing tests?**

	<b>TOEIC Practice Online: Speaking &amp; Writing Test Preparation Tool</b>	<b>TOEIC Speaking and Writing Tests</b>
Where can these products be used?	Anywhere with Internet access without proctor supervision	At designated secure testing sites
What information does a test taker receive?	A score range with advice for improvement	Speaking and Writing test scores with proficiency levels and descriptors
How are the results used?	To receive feedback for self-improvement	To obtain an official TOEIC test score

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