

The TOEFL Writing Section:
Directions

In the writing section, you will answer 12 questions to demonstrate how well you can write in English. There are three types of tasks.

Type of Task	Description
Build a Sentence	Create a grammatical sentence.
Write an Email	Write an email using information provided.
Write for an Academic Discussion	Participate in an online discussion.

On test day, you will have 6 minutes to complete the Build a Sentence tasks, 7 minutes to complete Write an Email task, and 10 minutes to complete the Write for an Academic Discussion task.

On test day, there is no spellcheck.

If you would like to see a model response for the Write and Email task or for the Write for an Academic Discussion task, you can refer to the answer key.



Build a Sentence

Directions: Move the words in the boxes to create grammatical sentences. On test day, you will have 6 minutes to complete 10 questions.

1.



When did you last visit the museum downtown?



_____ went _____ after renovations.

reopened / day / it / I / there / that / on the

2.



Did the team agree on a next step?



_____ agreed _____.

meeting / office / we / to hold / next / week / another



3.



Why are you joining the fitness club this month?



I _____.

exercise routine / to become / with / more / my / consistent / hope

4.



What did your supervisor suggest during the meeting?



She suggested _____ time.

earlier / the / starting / for a while / project / next / save / to

5.



Was your presentation well-received by the audience?



I _____.

sure / wasn't / overtime / explained / I / how clearly / my / main points



6.



Who is that person standing near the main entrance?



_____ security officer _____.

the / overtime / works / who / night / that's / building / the / shift

7.



Are you planning a company trip this summer?



Our supervisor _____ by Friday.

told / itinerary / to / next week / us / finalize / to / the

8.



Did you enjoy the new Italian restaurant downtown?



_____?

didn't / there / really / like / busy / too / I / the atmosphere



9.



You met with the HR director this morning, right? What was that about?



She _____ working full-time.

wanted / could / I / when / to / know / start

10.



I heard the neighbors are moving to another city.



_____?

they / leaving / tell / did / you / when / they're



Write an Email

You attended a university job fair last week and spoke with Mr. Carter, a representative from a company that interested you. The conversation made you want to learn more about internship opportunities, including the timeline and application materials. You would now like to follow up and request specific information about the next steps.

Write an email to Mr. Carter. In your email, do the following:

- Thank him for taking the time to speak with you.
- Mention what interested you most about the company.
- Ask for more information about internship positions or application steps.

Write as much as you can and in complete sentences.

Your Response:

To: Mr. Carter

Subject: Follow-up about internship opportunities

Space for typing answers. On test day, you will have 7 minutes to read and write.



Write for an Academic Discussion

Your professor is teaching a class on environmental studies. Write a post responding to the professor's question.

In your response, you should do the following.

- Express and support your opinion.
- Make a contribution to the discussion in your own words.

An effective response will contain at least 100 words.



Dr. Achebe

This week, I want you to consider the global issues of hunger and food waste. In many parts of the world, vast amounts of food are wasted while millions face hunger daily. It's a paradox that raises significant ethical and practical concerns. Given this, what steps do you think communities and governments should take to reduce food waste and combat global hunger? Explain why you think so.



Claire

I believe that communities should focus on implementing more efficient food distribution systems. For example, supermarkets and restaurants could partner with local charities to donate unsold but still consumable food. This strategy not only reduces waste but also aids those facing immediate problems at a local level.



Elijah

I think the emphasis should also be on education and policy. Governments should educate citizens about food preservation and waste and also implement policies that encourage sustainable farming practices. This approach would ensure long-term solutions to hunger and reduce the environmental impact of agricultural waste.

Space for typing answers. On test day, you will have 10 minutes to read and write.

