

TOEIC MIXED PRACTICE EXERCISE

SECTION 1

1. The company's annual report ____ online for all shareholders to review.
A) makes available
B) is made available
C) will make available
D) has made available
2. The ____ of the new policy was met with positive feedback from employees.
A) implement
B) implements
C) implementation
D) implemented
3. John and I attended the meeting yesterday, but I was not able to speak with ____ afterward.
A) him
B) he
C) his
D) they
4. Our ____ focus this quarter is to expand our customer base.
A) main
B) mainly
C) mains
D) maintaining
5. Once the products ____, they are sent to the warehouse for storage.
A) have inspected
B) are inspected
C) inspect
D) inspected
6. Due to his ____ performance, he was promoted to a managerial position.
A) excel

- B) excellence
C) excellent
D) excellently
7. The quarterly report ____ by the team before it is presented to the board of directors.
A) reviews
B) was reviewed
C) is reviewed
D) reviewed
8. The ____ of the production process has resulted in significant cost savings.
A) simplify
B) simplified
C) simplifying
D) simplification
9. Employees ____ about the changes to the leave policy last week.
A) inform
B) were informed
C) will inform
D) are informed
10. The marketing campaign ____ a lot of interest since it launched last month.
A) attracts
B) attracted
C) is attracting
D) has attracted
11. We value ____ among team members, as it leads to better collaboration.
A) respectful
B) respect
C) respecting
D) respected
12. The design team ____ several new features for the app, and they are currently being tested.
A) has developed
B) develops

- C) is developing
D) developed
13. If you have any questions, feel free to ask ____ after the seminar.
A) me
B) I
C) myself
D) my
14. The ____ of the company's financial situation was prepared by the accounting team.
A) analyze
B) analytical
C) analysis
D) analyst
15. The ____ meeting provided an overview of last quarter's results.
A) information
B) inform
C) informative
D) informed
16. Customer inquiries ____ by the support team within 24 hours.
A) respond
B) are responded
C) are responded to
D) will respond
17. She has shown great ____ in managing complex projects.
A) competence
B) competent
C) competently
D) competition
18. I believe this report needs to be revised, and I will be happy to assist ____ if needed.
A) you
B) yourself

- C) yours
 - D) your
19. The new office building ____ by the end of this year.
- A) is completing
 - B) will be completed
 - C) completed
 - D) has completed
20. Tom asked Sarah to bring ____ laptop to the conference.
- A) his
 - B) him
 - C) her
 - D) she
-

SECTION 2

21. The manager ____ the new policies at the meeting yesterday.
- A) discusses
 - B) discussed
 - C) discussing
 - D) will discuss
22. The marketing team ____ advertisements on various social media platforms to reach a wider audience.
- A) places
 - B) is placed
 - C) placed
 - D) was placed
23. The new software offers ____ solutions to improve workflow efficiency.
- A) automation
 - B) automatic

- C) automate
D) automatically
24. The design team is currently working on ____ features for the new app.
A) innovate
B) innovative
C) innovation
D) innovating
25. The latest software update ____ automatically to all devices connected to the network.
A) installed
B) is installing
C) will install
D) is installed
26. The team was impressed with ____ performance during the presentation.
A) he
B) him
C) his
D) he's
27. Our company ____ new software to improve efficiency last month.
A) implemented
B) was implemented
C) implements
D) implementing
28. The latest product line ____ by the design team and is now ready for production.
A) is developed
B) developed
C) is developing
D) was developed
29. The ____ of the factory was a top priority to reduce operating costs.
A) modernize
B) modernization

- C) modernized
D) modern
30. Everyone on the team should submit ____ reports by Friday.
A) their
B) them
C) they
D) theirs
31. The customer service department ____ an increase in calls since the new product launch.
A) has noticed
B) notices
C) noticed
D) was noticed
32. The company ____ a new product line every year to meet customer demand.
A) introduces
B) introduced
C) is introduced
D) introduce
33. The manager appreciated her ____ approach to solving problems.
A) creativity
B) creator
C) create
D) creative
34. The team completed the project ahead of schedule, and ____ are now focusing on the next one.
A) they
B) it
C) them
D) its
35. The team showed ____ by finishing the project ahead of the deadline.
A) dedicate
B) dedicated

- C) dedication
D) dedicates
36. The team ____ the presentation carefully before they show it to the client.
A) review
B) reviewed
C) reviews
D) is reviewed
37. The ____ of the building project is delayed due to bad weather conditions.
A) complete
B) completion
C) completing
D) completed
38. The new office building ____ by the end of this year.
A) is completing
B) will be completed
C) completed
D) has completed
39. The CEO ____ the results of the sales report in next week's meeting.
A) discusses
B) will discuss
C) discussed
D) was discussed
40. If any of the clients have special requests, please direct ____ to the customer service team.
A) they
B) them
C) their
D) those
-