Contents

How to Use This Book	xiii
Section 1: Maximizing Your TOEIC® Score	1
Chapter 1: Introduction to the TOEIC® Speaking Test	2
Essentials	2
The Question Types	3
Reading Out Loud	3
Talk about a Photograph	4
Answer Questions	5
Answer Questions about an Agenda or Bulletin	6
Solve a Problem	7
Give Your Opinion	8
An Effective Speech Sample	9
Accurate Grammar	9
Clear Pronunciation	9
Precise Vocabulary	10
Clear Organization and Cohesion	10
Additional Instruction	10
Chapter 2: Strategies for Taking Speaking Tests	11
Essentials	11
Strategies for Using This Book	11
General Test-Preparation Strategies	12
Test-Taking Strategies for the Day of the Test	13
Section 2: Improving Your Spoken English	17
Chapter 3: Understanding Listener Effort	18
Essentials	18
Listener Effort	18
Three Types of Errors	19
Stabilizing	21

vi Contents

Chapter 4: Gathering and Ranking Your Errors	22
Essentials	22
Recording Your Speech	22
Ranking Errors	26
Tips	27
Chapter 5: Learning Strategies	28
Essentials	28
What Helps Us Learn English?	28
Covert Rehearsal	29
Self-Monitoring	32
Speaking Opportunities	34
Native-Speaker Helpers	37
Section 3: Pronunciation	39
Chapter 6: Pronunciation Overview	40
Essentials	40
North American English	40
Creating the Unique Rhythm of English	40
Facial Setting	43
Tips	43
Chapter 7: Consonants	44
Essentials	44
Learning Sounds	44
Consonants	45
Mouth Position	45
Airflow	45
Voice	45
Individual Consonant Sounds	46
$ \theta $ thank	46
/ð/ the	48
/v/ very	49
/1/ last	51
/r/ right	52
Transfer	54

The Michigan Guide to the TOEIC(R) Speaking Test Barbara Schroeder Jensen http://www.press.umich.edu/titleDetailDesc.do?id=231884 Michigan ELT, 2011

	CONTENTS	vii
Chapter 8: Vowels		55
Essentials		55
Pronouncing Vowels		55
Jaw Height		56
Tense/Lax		56
Lip Position		57
Vowel Lengthening		58
Vowels and Stress		59
Unstressed Vowels		60
Rhythm in Phrases		61
Individual Vowel Sounds		62
/iy/ vs. /ɪ/ feet vs. fit		62
/ae/ happy		64
Vowels + /r/		66
/ər/ work		67
Transfer		68
Chapter 9: Word Stress		69
Essentials		69
Reviewing Word Stress		69
Predicting Word Stress		71
Tip		71
Chapter 10: Phrase and Sentence Rhythm		72
Essentials		72
Message Units		73
Linking		75
Consonant Linking		75
Vowel Linking		76
Consonant-to-Vowel Linking		76
Stressing Content Words		77
Reductions		78
Contractions		79
Primary Stress		81
Intonation		83
Pitch Range		83
Final Intonation		85
Non-Final Intonation		86

viii Contents

Section 4: Question Types	87
Chapter 11: Understanding the Read a Text Aloud Questions	88
Essentials	88
Sample Question and Response	89
Sample Question	89
Sample Response	89
What Not To Do	89
Strategy Skill-Building	90
Scanning	90
Mirroring	91
Grammar Point: Parallel Constructions	91
Pronunciation Points	92
Pronunciation of Parallel Structures	92
Stress in Names	94
Stress in Place Names	95
Opportunities for Covert Rehearsal and Self-Monitoring	96
Tips	97
Practice Section	97
Evaluated Response	98
Practice Questions	99
Sample Rubric	100
Model Responses	100
Chapter 12: Understanding the Describe a Picture Questions	101
Essentials	101
Sample Question and Response	102
Sample Question	102
Sample Response	103
What Not To Do	104
Strategy Skill-Building	105
Guessing	105
Paraphrasing	106
Vocabulary Points	107
Describing People	107
Describing People's Clothes	108
Using Prepositions to Describe Locations	109

The Michigan Guide to the TOEIC(R) Speaking Test Barbara Schroeder Jensen http://www.press.umich.edu/titleDetailDesc.do?id=231884 Michigan ELT, 2011

	Contents ix
Grammar Points	111
There is / There are	111
Using Simple Present and Present Continuous Tense	112
Expressions of Quantity	114
Pronunciation Point: Negative Words	114
Opportunities for Covert Rehearsal and Self-Monitoring	118
Tip	119
Practice Section	119
Evaluated Response	120
Practice Questions	121
Sample Rubric	124
Model Responses	124
Chapter 13: Understanding the Respond to Questions Items	125
Essentials	125
Sample Question and Response	126
Sample Question	126
Sample Response	126
What Not To Do	127
Strategy Skill-Building	128
Question-and-Answer Match	128
Familiar Topics	132
Answering Difficult Questions	133
Vocabulary Point: Phrasal Verbs	134
Grammar Point: Phrasal Verbs	136
Pronunciation Points	137
Phrasal Verbs	137
Unstressed Prepositions	137
Opportunities for Covert Rehearsal and Self-Monitoring	139
Tip	139
Practice Section	140
Evaluated Response	140
Practice Questions	141
Sample Rubric	143
Model Responses	143

x CONTENTS

Chapter 14: Understanding the Respond to Questions Using Information **Provided Items** 144 Essentials 144 Sample Question and Response 145 Sample Using Information Provided Question 145 Sample Response 146 What Not To Do 148 Strategy Skill-Building 148 Giving a Complete and Well-Developed Answer 148 Phrases Used to Describe Time and Locations 150 Tip 151 **Grammar Points** 153 **Future Tense** 153 -s Endings 154 Pronunciation Point: -s Endings 155 Opportunities for Covert Rehearsal and Self-Monitoring 157 Tips 157 **Practice Section** 158 **Evaluated Response** 158 **Practice Questions** 160 Sample Rubric 165 Model Responses 165 Chapter 15: Understanding the Propose a Solution Questions 166 Essentials 166 Sample Question and Response 167 Sample Question 167 Sample Response 167 What Not To Do 170 Strategy Skill-Building: Identifying Problems 170 Vocabulary Point: Using the Phone 173 Tip 175 Pronunciation Point: Adverbs of Feeling 176 Opportunities for Covert Rehearsal and Self-Monitoring 177 Tips 178 **Practice Section** 179 **Evaluated Response** 179 **Practice Questions** 181 Sample Rubric 183 Model Responses 183

The Michigan Guide to the TOEIC(R) Speaking Test Barbara Schroeder Jensen http://www.press.umich.edu/titleDetailDesc.do?id=231884 Michigan ELT, 2011

Chapter 16: Understanding the Express an Opinion Questions	184
Essentials	184
Sample Question and Response	185
Sample Question	185
Sample Response	185
What Not To Do	186
Strategy Skill-Building: Revisiting Question-and-Answer Match	187
Vocabulary Points	189
Cohesion	189
Transitions	191
Pronunciation Point: Stressing Transitions	193
Grammar Point: Comparative Adjectives	195
Tip	199
Opportunities for Covert Rehearsal and Self-Monitoring	199
Tips	200
Practice Section	201
Evaluated Response	201
Practice Questions	202
Sample Rubric	203
Model Responses	203
Appendix A: TOEIC® Speaking Test Summary Chart	205
Appendix B: Tips for Native-Speaker Helpers	206
Appendix C: Pronunciation Symbols Used in This Textbook	208
Appendix D: Practice Tests 1 and 2	210
Answer Key	222
Audio Transcript	236

CONTENTS xi