## This transcript refers to the audio file 181\_TOEIC\_part3.mp3

- Hi, Mr. Williams? This is Shana from Superior Catering. Your order for the office party Friday afternoon should be ready by Friday morning.
- Oh good. Is it all right if I pick it up on Thursday? I'll be in a meeting on Friday morning.
- I wouldn't recommend doing that. The food will spoil. We could deliver it to you on Friday morning, if you want. That way it will stay fresh.
- Really? That would be super! Thank you.

## **Answer keys**

- 1). What are the speakers discussing?
  - (B) The delivery of some food
- 2). What will the man do on Friday?
  - (B) Attend a meeting
- 3). What does the woman offer to do for the man?
  - (D) Deliver an order to his office

## This transcript refers to the audio file 191\_TOEIC\_part3.mp3

- Mr. Crowther is coming to us from Southwell Inc. Didn't you used to work there?
- Yes, I did. I know John Crowther, but he wasn't my direct supervisor.
- Well, he must be good, with the results he got at Southwell. What did his employees think of him?
- From what I could tell, they liked working for him. They said he was tough but fair.

## **Answer keys**

- 1). Who are the speakers mainly discussing?
  - (B) A new supervisor
- 2). What can be inferred about John Crowther?
  - (C) He was successful at Southwell Inc.
- 3). What is true of the woman?
  - (B) She once worked at Southwell Inc.