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*TOEIC Bridge™*

# Examinee Handbook





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For more information, visit us on the web at [www.etsglobal.org](http://www.etsglobal.org) or contact your local ETS Preferred Associate. A list of local ETS Preferred Associates can be found on the web at [www.etsglobal.org](http://www.etsglobal.org). If there is no ETS Preferred Associate in your country, please contact us at either address below:

**Mail:**  
AMIDEAST/Testing  
2025 M St. NW, Ste 600  
Washington, D.C. 20036  
**Tel:** +1-202-776-9619

**E-mail:**  
[testing@amideast.org](mailto:testing@amideast.org)

# About the TOEIC Bridge™ Test

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The TOEIC Bridge™ test is an English language proficiency test for people whose native language is not English. It was developed for beginning level to lower-intermediate level learners of English. Test takers may be students of English or people who need to use English for work or travel. The TOEIC Bridge test provides a reliable and valid indication of learners' English abilities.

"TOEIC®" stands for the "Test of English for International Communication." The TOEIC test is also a proficiency test for people whose native language is not English, but it tests proficiency at all levels—from beginning to advanced.

The TOEIC Bridge test is different from the TOEIC test. The TOEIC Bridge test was developed especially for beginning to lower-intermediate learners of English, so the TOEIC Bridge test is not as difficult as the TOEIC test.

## TOEIC Bridge Test Format

The TOEIC Bridge test is a one-hour multiple-choice test that consists of 100 questions divided into two sections:

- **Listening Section:** The Listening section tests how well you understand spoken English. It consists of three parts and contains 50 questions administered by CD. You will be asked to answer a variety of

statements, questions, short conversations, and short talks recorded in English. Total time: approximately 25 minutes.

- **Reading Section:** The Reading section includes two parts testing how well you understand written English. You will read a variety of materials and respond at your own pace to 50 questions based on the content of the materials provided to you. Total time: 35 minutes.

You will respond to test questions by marking one of the letters (A), (B), (C), or (D) with a pencil on a separate answer sheet. Although the actual testing time is approximately one hour, additional time is needed to allow you to complete the TOEIC Bridge Background Questionnaire on the answer sheet. Therefore, you should allow approximately 1.5 hours to take the test.

## Who takes the TOEIC Bridge test?

- students who are learning English and are at a beginning to lower-intermediate level
- learners of English who are taking commercial English language courses
- people who need to know some English for work, travel, or other purposes

# Frequently Asked Questions

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## Why take the TOEIC Bridge test?

The TOEIC Bridge test is the choice of more than 350,000 test takers a year and is recognized by hundreds of corporations. As a fair and objective measure of English proficiency for beginning level to lower-intermediate-level learners, the TOEIC Bridge test will enable you to:

- verify your current level of English proficiency
- monitor your progress in English
- set your own learning goals

## Who uses it?

- language schools
- universities
- colleges
- corporations
- manufacturing companies
- small businesses
- government agencies

## Why do they use it?

- Schools and employers use the test to guide placement decisions.
- Educators use the test to monitor students' progress and show them how to improve their English-language skills.
- Schools use the test to evaluate their English-language programs.
- Test takers use the test to demonstrate their English-language proficiency.
- Students use the test to set their own learning goals

## Who takes the test?

- beginning and mid-level learners of English
- individuals taking introductory or basic commercial English-language courses
- people who use every day English-language skills for school or work
- entry-level and junior employees who want to measure their English-language skills

### When and where can I take the TOEIC Bridge test?

The TOEIC Bridge test is available throughout the world. Testing can be arranged through schools, corporations or other organizations that ask students or employees to take the TOEIC Bridge test. If testing has not been arranged through your organization, you can contact your local ETS® Preferred Associate to find out when and where you can take the test. A list of local ETS Preferred Associates can be found on the web at [http://www.ets.org/ept\\_directory](http://www.ets.org/ept_directory).

Your local ETS Preferred Associate is responsible for both the TOEIC test and the TOEIC Bridge test, so please tell the ETS Preferred Associate that you would like to know about the TOEIC Bridge test.

### How often can I take the TOEIC Bridge test?

One month should lapse between each TOEIC Bridge test. If you take the test more than once a month, your test will not be scored and you will not receive a refund. You will need to pay again to retake the test once one month has lapsed. Please contact your local ETS Preferred Associate for more information.

### How much does the TOEIC Bridge test cost?

TOEIC Bridge prices vary worldwide. To inquire about pricing in your area, contact your local ETS Preferred Associate.

### What score do I need to “pass” the TOEIC Bridge test?

The TOEIC Bridge test is not the kind of test that one “passes” or “fails.” Not every job or task requires the same level of English proficiency. The TOEIC Bridge test measures different levels of English ability or proficiency. It helps learners set goals and measure their progress as their English improves. It enables people to demonstrate what they currently can accomplish in English. The single, continuous scale also makes it possible for learners to set attainable goals and to measure their progress as their English improves.

### From what kind of contexts are the TOEIC Bridge test questions drawn?

These are some examples of the settings and situations you may find in TOEIC Bridge test questions:

- **Activities:** hobbies, sports, daily routines, free-time activities
- **Dining out:** lunches, restaurants, reservations
- **Entertainment:** cinema, theater, music, art, exhibitions, museums, sports, games
- **Family and friends:** family members, activities with friends, invitations, pets
- **General business:** sales, conferences, training, bills, banking, appointments, advertising
- **Health:** doctors, dentists, clinics, hospitals, general health and healthcare
- **Housing:** apartments, houses, farms, buying and renting, repairs
- **Offices:** letters, memos, telephones, fax and email messages, office equipment and furniture, office procedures, office small talk
- **News:** weather forecasts, news programs, newspapers
- **School:** classes, classrooms, subjects, teachers, students, books, homework
- **Shopping:** groceries, clothes, purchases
- **Travel:** directions, trains, airplanes, taxis, buses, ships, ferries, tickets, schedules, station and airport announcements, car rentals, hotels, reservations

### If I have a disability, can I still take the TOEIC Bridge test?

If you require special testing arrangements because of a disability, please contact your local ETS Preferred Associate office to discuss your needs at least six weeks in advance of the test date. Your representative will make every effort to accommodate you. There is no additional cost for special accommodations.

# Certificate of Achievement

The TOEIC Certificate of Achievement is an acknowledgement of your English proficiency. The TOEIC Certificate of Achievement is not available through some services. Contact your local representative for availability.

The Certificate of Achievement features:

- your name
- your Listening score, Reading score, and Total test score
- test date and location
- administering organization
- watermark on back
- a format that is suitable for framing



# Score Report

The TOEIC Bridge Score Report is an acknowledgement of your English proficiency. The TOEIC Bridge Score Report is provided for every test taker.

The Score Report features:

- your name and date of birth
- your Listening score, Reading score, and Total test score
- Subscore information
- Diagnostic Information
- watermark on back

An official score report form from ETS TOEIC Bridge. It includes fields for Test Taker Name, Date of Birth (1970/01/10), Test Date (2010/02/02), and Valid Until (2012/02/02). Scores are listed for Listening (74), Reading (74), and Total Score (148). A Diagnostic Information table shows scores of 1 for Functions, Grammar, Listening Skills, Reading Skills, and Vocabulary. The footer includes the address: ETS TOEIC, 1425 Lower Ferry Rd. Ewing, NJ 08618.

# Preparing to Take the TOEIC Bridge Test

## How to Get Ready to Take the TOEIC Bridge Test

The TOEIC Bridge test is not based on the content of any particular English course, but rather on your proficiency—your overall ability to use English. Improvement in proficiency may take some time and is generally achieved through a combination of practice and study.

Before taking the TOEIC Bridge test, there are several things you can do to prepare for the test and improve your English proficiency.

- Become familiar with the test format and how to mark your answers on the answer sheet. You can then focus your attention on the questions themselves, rather than on the format. Review carefully the test directions and the sample questions on pages 9–13 and the sample Background Questionnaire and sample Answer Sheet on pages 14–17.

- Immerse yourself in the language as frequently as possible and in as many ways as possible if it has been some time since you have had contact with English. Reading, watching TV and videos, listening to recordings, taking an English course, and speaking with friends and colleagues are some of the ways to practice English.

- Web Resource Guide

The official TOEIC website has many resources you may find helpful to familiarize yourself with the test:

- test preparation material
- scoring information
- frequently asked questions (FAQs)

# Test Day Procedures

## During the Test

- Work quickly and carefully.
- Do not spend too much time on any one question.
- Mark your answers on your answer sheet and not in the test book.
- Mark only one answer for each question. If you mark more than one answer, that question will be counted wrong—even if one of the answers you marked is correct.
- You will receive credit only for answers marked in the circles on the answer sheet. You will not receive credit for answers entered in the test book. Your score will be based on the number of questions you answer correctly. There is no penalty for guessing.
- Try to answer every question to the best of your ability.
- Pay close attention to the time during the Reading section of the test. In the Reading section (35 minutes) you have to pace yourself—so work quickly and if you do not know the answer to a question, come back to it later.
- You may not use note paper.

## Identification Requirements

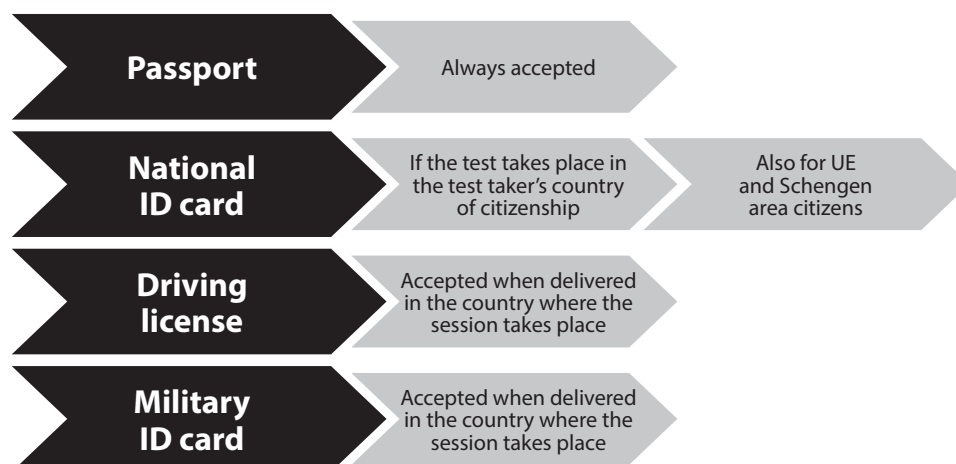
All test takers must read Part 1, which is contained in the Examinee Handbook. Depending on whether the test taker will be testing within or outside his or her country of citizenship, the test taker must also read either Part 2 or Part 3, as appropriate.

### Part 1. Information for All Test Takers

- You must have acceptable and valid ID with a signature and photograph to be admitted to a test Centre. Expired documents are not acceptable. The photograph on your ID document must be recent and recognizable. Original documents must be presented; copies are not acceptable. Identification requirements are strictly enforced. It is your responsibility to read and understand the instructions and requirements.
  - If you don't have one primary ID with both a photograph and a signature, you must either sign the document or present an additional ID from the list of secondary identification documents. The secondary ID cannot be expired and must contain a recent, recognisable photograph and your signature. If you do not have an ID with a photograph and a signature, then you must present two primary ID documents with a photograph.
  - If you arrive at the test centre without the required identification, the test administrator will not admit you, you cannot take the test, and you forfeit your test fee.
  - When registering for the test, you must use exactly the same name that appears on the primary identification document you will present at the test Centre. Make sure to provide your entire first (given name) and entire surname (family name). Do not register under a nickname. If the name shown on your primary identification does not match the name used at registration, you will not be permitted to take the test. Check the name on your registration confirmation document. If the name does not match the name on your primary ID document, contact your local ETS Preferred Associate.
  - Only misspellings of your name can be corrected at check-in — name changes will not be made. If your name has changed for any reason, including marriage, you must still present primary identification in the name under which you registered, or you will not be permitted to take the test.
  - If the test centre administrator questions the ID you present, you will be required to present a secondary ID from the list in part 3.
  - If positive confirmation of your identity cannot be made, you may be refused admission to the test centre and forfeit your test fee. Admittance to the test centre does not imply that your form of identification is valid or that your scores will be reported. All reported cases of questionable ID are subject to review and approval by the ETS Office of Testing Integrity and/or the local EPA. Test centre personnel will check your identification before assigning you a seat at the test Centre. The administrator will check your signature to verify that you are the person in your photo identification.
  - The photograph on your ID document must be recent and recognisable. For example, a ten-year-old photograph taken during childhood is not acceptable.
- If you cannot meet the specified ID requirements or if you have questions about ID, please contact your local ETS Preferred Associate before registering for the test.

## Test Day Procedures *(continued)*

<b>Part 2. Acceptable Primary Identification Documents</b>	<b>If Testing WITHIN Your Country of Citizenship</b> <ul style="list-style-type: none"> <li>• Passport with photograph and signature</li> <li>• National identification with photograph and signature</li> <li>• Driver's license issued by the country where the test is being conducted, with photograph and signature</li> <li>• Military identification with photograph and signature</li> <li>• State identification with photograph and signature</li> </ul>	<b>If Testing OUTSIDE Your Country of Citizenship</b> <ul style="list-style-type: none"> <li>• Passport with photograph and signature</li> <li>• Driver's license issued by the country where the test is being conducted, with photograph and signature</li> </ul> <p>United States military personnel may present their United States military ID cards for admission to test centres. If a military ID card does not contain a photograph and signature, a secondary ID is also required.</p> <p>Residents of the country where the test is being conducted with refugee status may present a government-issued resident card (not a paper document or letter, even if stamped and signed), with photograph and signature, where the status is clearly stated.</p>	<b>Testing in European Union/Schengen Zone/Gulf Cooperation Council (GCC) Arab Countries or Mercosur Countries</b> <p>Citizens of these intergovernmental unions can use valid national identity cards to test in any country within the same intergovernmental union.</p> <p>If your primary ID is not written in English-language letters, you must also present an additional ID from the list of secondary identification documents (see "Acceptable Secondary Identification Documents" in part 3) that contains a recent, recognisable photograph and is in English or the local language.</p> <p>If your primary ID does not contain your signature, you must either sign it or present an additional ID from the list of secondary identification documents (see "Acceptable Secondary Identification Documents" in part 3).</p>
<b>Part 3. Acceptable Secondary Identification Documents</b>	<p>If your primary identification is missing either a photograph or signature, you must present in addition to your primary ID one of the following secondary IDs that can be used to meet the photograph or signature requirement. Secondary IDs that can be used to meet the photograph or signature requirements are:</p> <ul style="list-style-type: none"> <li>• A government-issued identification document that has not expired including, but not limited to, a passport, driver's license, state identification, national identification, or military identification. (There are some exceptions: see "Unacceptable Identification Documents" below.)</li> <li>• Student ID</li> </ul>		
<b>Part 4. Unacceptable Identification Documents</b>	<ul style="list-style-type: none"> <li>• Any expired ID</li> <li>• Draft classification card</li> <li>• Credit or debit card of any kind</li> <li>• Social Security card</li> <li>• Resident card (see exception in part 2.)</li> </ul>	<ul style="list-style-type: none"> <li>• Learner's permit or any temporary identification document</li> <li>• International driver's license</li> <li>• International student ID</li> </ul>	<ul style="list-style-type: none"> <li>• Notary-prepared letter or document</li> <li>• Employee identification card</li> <li>• Birth certificate</li> <li>• Photocopy of ID</li> </ul>





### Consent forms - test takers under 18 years old

On test day, test takers under 18 years of age need to bring a Consent Form completed and signed by a parent or guardian. See Consent Form at the back of this manual. Test takers under 18 who do not have a signed Consent Form will not be admitted to the testing room.

### Test Center Procedures and Regulations

The following procedures and regulations apply during the entire test session, which begins when you are admitted to the test center and ends when you leave the test center.

- Dress so that you can adapt to any room temperature.
  - Friends or relatives who accompany you to the test center will not be permitted to wait in the test center or be in contact with you while you are taking the test. Except for ETS-authorized observers, visitors are not allowed in the testing room while testing is in progress.
  - ID verification at the test center may include thumb printing, photographing, video recording, signature comparison, or other forms of electronic ID or biometric confirmation. If you refuse to participate, you will not be permitted to test and you will forfeit the test fee. This is in addition to the requirement that you must present acceptable and valid ID.
  - Other than ID, personal items are not allowed in the testing room. Before the test, you will receive instructions from test center staff regarding where to deposit items such as mobile phones, digital or smart watches, handbags, and study materials. Storage space is limited, so plan accordingly. You will not have access to your personal items during the test.
  - Test centers assume no responsibility for test takers' personal belongings.
  - The test administrator will assign you a seat.
  - On occasion, weather conditions or other circumstances beyond the control of ETS or the test administrator may require a delayed start or the rescheduling of your test. In the event that a technical problem at the test center makes it necessary to cancel your test session or if it is later determined that your scores could not be reported, you will be offered the opportunity to retest free of charge or receive a full refund of the original test fee.
  - No test taker will be admitted after test materials have been distributed.
- No aid of any kind is allowed in the test room. The following items in particular are not allowed in the test room: books, dictionaries, scratch papers, notes, rulers, calculators, highlighters, digital or smartwatches, mobile phones, pens, pencil sharpeners, mechanical pencils, scan pens or other scanning devices, stereos or radios, headphones, test preparation materials, translators, listening, recording, photographic devices and any electronic devices.
  - You may not mark or underline words in the test book or make notes in the test book or on the answer sheet.
  - You must have the test center administrator's permission to leave the testing room. You may not leave the immediate testing area of the testing room or the test center building during the test or during any unscheduled break. Any lost time cannot be made up.
  - There is no scheduled break during the TOEIC Bridge test. If you must leave the testing room, you are required to give the test center administrator your identification document(s) before you leave the room.
  - At the conclusion of the test you will be required to return your test book and answer sheet to the test center administrator.

### Report Suspicious Behavior

Although tests are administered under strict supervision and security measures, testing irregularities may sometimes occur. Contact your local ETS Preferred Associate as soon as possible to report any observed behavior that may lead to an invalid score. Examples include, but are not limited to:

- Copying from another test taker
- Taking the test for another person
- Having access to test questions before the test
- Providing answers to the test, including proctors and administrators
- Taking test questions or answers out of a testing room
- Using unauthorized electronic devices
- Using a fake ID
- Accessing or using notes

All information will remain strictly confidential.

#### Contact Information:

Web: [www.etsglobal.org/security](http://www.etsglobal.org/security)  
Email: [tests-security@etsglobal.org](mailto:tests-security@etsglobal.org)  
Tel: +33 1 40 75 9118\*

*\* Phone charge for France applies*

### Dismissal from Test Session

A test administrator is authorized to dismiss you from a test session and/or your scores may be withheld and ultimately canceled and your test fees forfeited for any actions that violate the policies and procedures set forth herein and/or communicated at the test center including, without limitation, the following:

- Attempting to take the test, or taking the test, for someone else or having someone else take the test for you
- Failing to provide acceptable identification as described herein, including refusal to allow a photograph and/or fingerprint to be taken
- Obtaining improper access to the test, a part of the test, or information about the test (this includes having test questions or answers in advance of the test administration and bringing preknowledge of test information into the test center in any form including, but not limited to, identification documents, prohibited devices, and any other method listed as an aid in connection to the test)
- Having a cell phone, smartphone (e.g., Android, BlackBerry, or iPhone), tablet, PDA, or any other electronic, listening, recording, scanning, or photographic device in the test center. If you are found to be in possession of any of these devices before, during, or after the test administration, your device may be inspected and/or confiscated and you will be dismissed from the test. Your test fees will be forfeited and your scores will be canceled, even if dismissal is not enforced on the day of the test.
- Creating a disturbance (Disruptive behavior in any form will not be tolerated. The test administrator has sole discretion in determining what constitutes disruptive behavior.)
- Attempting to give or receive assistance (Communication in any form is not permitted during the test administration. Discussion or sharing of test content or answers during the test administration, during breaks, and after the test is prohibited.)
- Removing or attempting to remove test content from the test center (Under no circumstances may test content or any part of the test content be removed, reproduced, and/or disclosed by any means [e.g., hard copy, verbally, electronically] to any person or entity.)
- Bringing a weapon or firearm into the test center
- Bringing food, beverages, or tobacco into the testing room, unless you have received prior approval due to a disability or health-related need

- Leaving the test center building during the test session or during breaks
- Leaving the testing room without permission. You may not leave the immediate area of the testing room or the test center building without permission during the test or during breaks.
- Taking excessive or extended unscheduled breaks during the test session (Test center administrators are required to strictly monitor unscheduled breaks and report test takers who take excessive or extended breaks.)
- Referring to, looking through, or working on any test or test section *when not authorized to do so*, or working after time has been called
- Failing to follow any of the test administration regulations in this examinee handbook, given by the test administrator, or specified in any test materials

ETS and the EPA reserve the right to take any and all actions—including, but not limited to, barring you from future testing and/or withholding or canceling your scores—for failure to comply with test administration regulations or the test administrator’s directions or where the validity of the scores is questionable. If your scores are canceled, they will not be reported, and your registration and test fees will not be refunded.

**IMPORTANT:** ETS and the EPA reserves the right to take appropriate action and/or notify the appropriate authorities, which includes but is not limited to law enforcement authorities, if any test taker responds in a disturbing or threatening way to essay or speaking questions or communicates with ETS either verbally or in writing in a threatening or disturbing manner.

# Sample TOEIC Bridge Test Questions

With 100 questions, the TOEIC Bridge test measures a range of English proficiency at the beginning to lower-intermediate levels. The following sample questions will give you an idea of the types of questions you will see in the TOEIC Bridge test.

## General Directions

The following general directions are from the test book. After the general directions, there are specific directions for each part of the test, along with sample questions for each of the parts. To check your answers with the sample questions, see the answer key on page 13.

This is a test of how well you can use the English language. The total time for the test is about one hour. The test is divided into five parts.

You should answer every question. Your score will be based on the number of questions that you answer correctly. Do not mark your answers in this test book.

**You must put all of your answers on the separate answer sheet.**

When you answer a question, fill in the answer space corresponding to the letter of your choice. Fill in the space as in the example below.

### Example

Mr. Jones ----- to his accountant yesterday.

- (A) talk
- (B) talking
- (C) talked
- (D) to talk

Sample Answer

(A) (B) ● (D)

The sentence should read, "Mr. Jones talked to his accountant yesterday." Therefore, you should choose answer (C). Notice how this has been done in the example given.

Mark only **one** answer for each question. To change an answer, completely erase your old answer and then mark your new answer on the answer sheet. Mark the answer sheet carefully so that the test-scoring machine can record your test score accurately.

## SECTION 1: LISTENING COMPREHENSION

This is the listening section of the test. There are three parts to this section.

### Part I: Photographs

**Directions:** You will see a picture in your test book and you will hear four short statements.

Look at the picture in your test book and choose the statement that best describes what you see in the picture. Then mark your answer on your answer sheet.

Look at the sample below and listen to the four statements.

### Example

You will see:



You will see:

- (A) The boys are laughing.
- (B) The boys are reading.
- (C) The boys are fighting.
- (D) The boys are painting.

Statement (B), "The boys are reading," best describes what you see in the picture. Therefore, you should choose answer (B).

Sample Answer

(A) ● (C) (D)

## Sample Questions

### Question 1

You will see:

1.



You will hear: 1. Look at the picture marked number 1 in your test book.

- (A) These are houses.
- (B) These are farms.
- (C) These are cows.
- (D) These are horses.

### Question 2

You will see:

2.



You will hear: 2. Look at the picture marked number 2 in your test book.

- (A) He's driving a truck.
- (B) He's opening the door.
- (C) He's washing a car.
- (D) He's cleaning the carpet.

## Part II: Question-Response

**Directions:** Now, you will hear a question or statement followed by three responses. Choose the best response to each question or statement.

### Example

Now listen to a sample question.

You will hear: Good morning, John. How are you?

You will also hear:

- (A) I am fine, thank you.
- (B) I am in the living room.
- (C) My name is John.

Sample Answer

● (B) (C)

The best response to the question "How are you?" is choice (A), "I am fine, thank you." Therefore, you should choose answer (A).

## Sample Questions

### Question 1

You will hear: (Man B) What are you doing after dinner?

- (Man A) (A) A large pizza.
- (B) On the table.
- (C) Studying.

### Question 2

You will hear: (Man) When does this train leave?

- (Woman) (A) At 2:05.
- (B) A ticket.
- (C) The next stop.

### Question 3

You will hear: (Woman) Mary doesn't wear glasses, does she?

- (Man) (A) The class is in Room 4.
- (B) No, she doesn't need them.
- (C) No, it's made of plastic.

### Question 4

You will hear: (Man A) Did you see that history program on TV last night?

- (Man B) (A) No, I was busy.
- (B) Maybe I'll meet him tomorrow.
- (C) Yes, there was.

## Part III: Short Conversations and Short Talks

**Directions:** In this part of the test, you will hear short talks or conversations.

In your test book, you will read a question followed by four answers. Choose the best answer to each question and mark it on your answer sheet.

### Example (Short Conversations):

*You will hear:* (Man) Do you have any children, Mrs. Wilson?

(Woman) Yes, we have a boy who's three and a girl who's six.

(Man) They must keep you very busy.

*You will read:* How many children do the Wilsons have?

- (A) Two.
- (B) Three.
- (C) Five.
- (D) Six.

Sample Answer

● (B) (C) (D)

The best answer to the question is choice (A), "Two." Therefore, you should choose answer (A).

### Example (Short Talks)

*You will hear:* (Man) I'm sorry, but all passengers must get off the bus here. The driver says there's a problem with the motor. Another bus will be here to pick us up in half an hour so we can continue our trip.

*You will read:* What is the problem?

- (A) There are too many passengers.
- (B) The bus is having engine trouble.
- (C) There is a lot of traffic.
- (D) The bus took the wrong road

Sample Answer

(A) ● (C) (D)

The best answer to the question is choice (B), "The bus is having engine trouble." Therefore, you should choose answer (B).

## Sample Questions

### Question 1

*You will hear:* (Woman) Your attention, please. The area in front of the terminal is for picking up passengers only. Cars left there will be removed.

*You will read:* 2. Where is the announcement being heard?

- (A) In a restaurant.
- (B) In a supermarket.
- (C) At a doctor's office.
- (D) At an airport.

### Question 2

*You will hear:* (Man) Have you seen my keys?

(Woman) No, have you lost them?

(Man) Yes, I can't find them anywhere.

*You will read:* 3. What is the man's problem?

- (A) He has lost his keys.
- (B) He doesn't have a job.
- (C) He can't find his car.
- (D) He has nothing to wear

### Question 3

*You will hear:* (Man) The Central City Furniture Store is having a big clearance sale. Every bed, sofa, table and chair is reduced in price. But please hurry, because the sale ends on Friday.

*You will read:* 4. What is on sale?

- (A) Food.
- (B) Furniture.
- (C) A store.
- (D) A house.

### Question 4

*You will hear:* (Man A) I think we'd better get a taxi, don't you?

(Man B) Yes, the show starts soon, and we don't have time to wait for the bus.

(Man A) Let's go to the taxi stand by the station.

*You will read:* 5. How will they get to the show?

- (A) By bus.
- (B) By train.
- (C) On foot.
- (D) By taxi.

## SECTION 2: READING

This is the reading section of the test. There are two parts to this section.

### Part IV: Incomplete Sentences

**Directions:** This part of the test has incomplete sentences. There are four words or phrases, marked (A), (B), (C), and (D), under each sentence. Choose the **one** word or phrase that best completes the sentence. Then mark your answer on your answer sheet.

#### Example

Please turn off your computer at the ----- of the day.

- (A) ends
- (B) ending
- (C) end
- (D) ended

Sample Answer

- (A)  (B)  (C)  (D)

The sentence should read, "Please turn off your computer at the end of the day." Therefore, you should choose answer (C).

#### Sample Questions

1. Maurice is one ----- my best friends.
  - (A) in
  - (B) of
  - (C) from
  - (D) with
2. The teacher asked Naomi to ----- on the lights.
  - (A) raise
  - (B) give
  - (C) reach
  - (D) turn
3. Andre and Juan are planning to take a ----- to Greece this summer.
  - (A) way
  - (B) distance
  - (C) travel
  - (D) trip
4. Kate visited the art gallery with ----- sister.
  - (A) her
  - (B) she
  - (C) hers
  - (D) she's
5. Dr. Smith was ----- happy to hear the news.
  - (A) special
  - (B) much
  - (C) very
  - (D) over

## Part V: Reading Comprehension

**Directions:** The questions in this part of the test are based on reading materials such as notices, letters, forms, and advertisements. Choose the **one** best answer, (A), (B), (C), or (D), to each question. Then mark your answer on your answer sheet.

#### Example

**NOTICE**

**CAFETERIA CLOSED**

**Will reopen Monday, June 5**

What will happen on June 5?

- (A) The workers will take a day off.
- (B) The cafeteria will open.
- (C) The prices will go down.
- (D) The school will close.

Sample Answer

- (A)  (B)  (C)  (D)

The notice says that the cafeteria is closed and will open again on June 5. Therefore, you should choose answer (B).

#### Sample Questions

Questions 1–2 refer to the following advertisement.

**Job Openings**

Part-time jobs available at Margate Hotel near shopping center. Kitchen staff, waiters, bellhops, drivers needed. Wages range from £8 to £10 per hour. For further information, call the assistant manager at 555-0174.

1. What is the advertisement for?
  - (A) Hotel employment
  - (B) Training courses
  - (C) Restaurant food
  - (D) Hotel rooms
2. What should you do to get more details?
  - (A) Pay £8
  - (B) Talk to the kitchen staff
  - (C) Telephone the assistant manager
  - (D) Write to the newspaper

## Sample TOEIC Bridge Test Questions (continued)

Questions 3–4 refer to the following notice.

The Francisburg Department of Recreation is sponsoring a day trip to the amusement park in West Hills. The trip is part of the department's program of summer activities for young people ages 8 to 14. Buses for the event will leave from Central Primary School, the Philipsburg Swimming Pool, and from the train station at 8:00 a.m. on July 20. For more information or to make a reservation, contact the Department of Recreation.

3. What event is being announced?

- (A) A swimming competition
- (B) A visit to an amusement park
- (C) An annual school picnic
- (D) An opening ceremony at the train station

4. What is the purpose of the event?

- (A) To provide an outing for children
- (B) To raise money for new recreation facilities
- (C) To teach children how to swim
- (D) To ride the new inter-city train

### ANSWER KEY

PART I	PART II	PART III	PART IV	PART V
1. D	1. C	1. D	1. B	1. A
2. C	2. A	2. A	2. D	2. C
	3. B	3. B	3. D	3. B
	4. A	4. D	4. A	4. A
			5. C	

## TOEIC Bridge Background Questionnaire and Answer Sheet

In order to provide enhanced feedback to TOEIC Bridge clients and test takers, the TOEIC Bridge Program will ask you to complete the TOEIC Bridge Questionnaire at the testing session before you take the TOEIC Bridge test.

### Background Questionnaire

The TOEIC Bridge Background Questionnaire asks about your education, work, English language, and TOEIC Bridge test-taking experience. Your responses to the questionnaire enable your organization to learn more about the backgrounds of people who take the test and some of the factors that affect TOEIC Bridge scores and improvement in English. Your responses to the questionnaire are kept confidential and do not in any way affect your TOEIC Bridge scores. We encourage you to answer all of the questions. A sample of the questionnaire is included on pages 14 and 15 of this handbook.

### Answer Sheet

A sample of the Answer Sheet appears on pages 16 and 17 of this handbook.

### Accent Marks

If your name (family name and/or first name) is written with any accent marks, you should complete the top half of section 1 on side 1 of the answer sheet. Above the

boxes where you will write your name, there is an area that contains accent marks. You should fill in the circle that corresponds to the accent mark above each letter that contains an accent.

### Group Code

Your test administrator may ask you to enter a number on side 1, section 5 of the answer sheet. The purpose of this group code is to enable TOEIC Bridge clients to keep track of the performance of a group of people who take the TOEIC Bridge test two or more times as part of a specific English training program. The test administrator will give you the appropriate number to enter in the group code section if your organization has asked for this option.

### Custom Codes

Your test administrator may ask you to enter a number or numbers on side 2, section 12 of the answer sheet. The purpose of custom codes is to keep track of the performance of certain TOEIC Bridge test takers or groups of test takers. The test administrator will give you the appropriate number or numbers to enter in the custom codes section if your organization has asked for this option.

*Before the actual test begins, if you have any questions about the TOEIC Bridge Background Questionnaire and Answer Sheet, please ask your test administrator.*

 **Background Questionnaire**

**1. Which of the following best describes what you do now?**

- A. I am employed (full-time or part-time)
- B. I am a student (not employed)
- C. Other

**2. Please choose the highest level of education listed below which you have completed.**

- A. Elementary school
- B. Junior high school
- C. High School
- D. Technical/vocational school
- E. Some college/university
- F. University (undergraduate)
- G. Graduate School

**3. How old are you?**

- A. Under 15
- B. 15 – 19
- C. 20 – 24
- D. 25 – 29
- E. 30 or older

**4. How many years did you study English in school and university?**

- A. Less than 1 year
- B. 1 – 2 years
- C. 2 – 5 years
- D. 5 – 10 years
- E. More than 10 years

**How important is each of the following English skills for you at school or work? (Choose one answer for each skill.)**

**5. Listening**

- A. Important
- B. Somewhat important
- C. Not important

**6. Reading**

- A. Important
- B. Somewhat important
- C. Not important

**7. Speaking**

- A. Important
- B. Somewhat important
- C. Not important

**8. Writing**

- A. Important
- B. Somewhat important
- C. Not important

**9. Before today, how many times have you taken the TOEIC Bridge test?**

- A. Never
- B. One time
- C. Two times
- D. Three times
- E. Four or more times

(IF YOU ARE A STUDENT OR UNEMPLOYED, PLEASE STOP HERE.)

(IF YOU ARE EMPLOYED, PLEASE CONTINUE WITH THE QUESTIONNAIRE ON THE NEXT PAGE.)



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## Background Questionnaire – Side 2

**10. Which of the following categories best applies to your job?**

- A. Executive, Administrative, Managerial
- B. Professional, Technical, Scientific
- C. Marketing and Sales
- D. Administrative Support and Clerical
- E. Services
- F. Mechanics, Installers, and Repairs
- G. Construction trades
- H. Production
- I. Transportation and Material Moving
- J. Handlers, Helpers, and laborers (Unskilled Labor)
- K. Armed Forces

**11. What is your level in your company?**

- A. Non-managerial/non-supervisory
- B. Supervisory
- C. Managerial

**12. About how many years have you been with your company?**

- A. Less than 2 years
- B. 2 – 5 years
- C. 5 – 10 years
- D. More than 10 years

**13. About how much of your time at work do you spend using English?**

- A. 0 to 10%
- B. 11 to 20%
- C. 21 to 50%
- D. 51 to 100%



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**11 QUESTIONNAIRE RESPONSES**

1 (A) (B) (C)  
 2 (A) (B) (C) (D) (E) (F) (G)  
 3 (A) (B) (C) (D) (E)  
 4 (A) (B) (C) (D) (E)  
 5 (A) (B) (C)  
 6 (A) (B) (C)  
 7 (A) (B) (C)  
 8 (A) (B) (C)  
 9 (A) (B) (C) (D) (E)  
 10 (A) (B) (C) (D) (E) (F) (G) (H) (I) (J) (K)  
 11 (A) (B) (C)  
 12 (A) (B) (C) (D)  
 13 (A) (B) (C) (D)  
 14 (A) (B) (C) (D) (E)  
 15 (A) (B) (C) (D) (E)  
 16 (A) (B) (C) (D) (E)  
 17 (A) (B) (C) (D) (E)

**12**

CUSTOM 1	CUSTOM 2	CUSTOM 3
0	0	0
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
7	7	7
8	8	8
9	9	9

**13 SIGNATURE AND DATE:** Please copy the statement below (do not print) and sign your name as you would an official document.

I hereby agree to the conditions set forth online at [www.ets.org/toEIC](http://www.ets.org/toEIC) and/or *TOEIC Bridge Examinee Handbook* and certify that I am the person whose name appears on this answer sheet.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**LISTENING SECTION**

1 (A) (B) (C) (D) 26 (A) (B) (C)  
 2 (A) (B) (C) (D) 27 (A) (B) (C)  
 3 (A) (B) (C) (D) 28 (A) (B) (C)  
 4 (A) (B) (C) (D) 29 (A) (B) (C)  
 5 (A) (B) (C) (D) 30 (A) (B) (C)  
 6 (A) (B) (C) (D) 31 (A) (B) (C)  
 7 (A) (B) (C) (D) 32 (A) (B) (C)  
 8 (A) (B) (C) (D) 33 (A) (B) (C)  
 9 (A) (B) (C) (D) 34 (A) (B) (C)  
 10 (A) (B) (C) (D) 35 (A) (B) (C)  
 11 (A) (B) (C) (D) 36 (A) (B) (C) (D)  
 12 (A) (B) (C) (D) 37 (A) (B) (C) (D)  
 13 (A) (B) (C) (D) 38 (A) (B) (C) (D)  
 14 (A) (B) (C) (D) 39 (A) (B) (C) (D)  
 15 (A) (B) (C) (D) 40 (A) (B) (C) (D)  
 16 (A) (B) (C) 41 (A) (B) (C) (D)  
 17 (A) (B) (C) 42 (A) (B) (C) (D)  
 18 (A) (B) (C) 43 (A) (B) (C) (D)  
 19 (A) (B) (C) 44 (A) (B) (C) (D)  
 20 (A) (B) (C) 45 (A) (B) (C) (D)  
 21 (A) (B) (C) 46 (A) (B) (C) (D)  
 22 (A) (B) (C) 47 (A) (B) (C) (D)  
 23 (A) (B) (C) 48 (A) (B) (C) (D)  
 24 (A) (B) (C) 49 (A) (B) (C) (D)  
 25 (A) (B) (C) 50 (A) (B) (C) (D)

**READING SECTION**

51 (A) (B) (C) (D) 76 (A) (B) (C) (D)  
 52 (A) (B) (C) (D) 77 (A) (B) (C) (D)  
 53 (A) (B) (C) (D) 78 (A) (B) (C) (D)  
 54 (A) (B) (C) (D) 79 (A) (B) (C) (D)  
 55 (A) (B) (C) (D) 80 (A) (B) (C) (D)  
 56 (A) (B) (C) (D) 81 (A) (B) (C) (D)  
 57 (A) (B) (C) (D) 82 (A) (B) (C) (D)  
 58 (A) (B) (C) (D) 83 (A) (B) (C) (D)  
 59 (A) (B) (C) (D) 84 (A) (B) (C) (D)  
 60 (A) (B) (C) (D) 85 (A) (B) (C) (D)  
 61 (A) (B) (C) (D) 86 (A) (B) (C) (D)  
 62 (A) (B) (C) (D) 87 (A) (B) (C) (D)  
 63 (A) (B) (C) (D) 88 (A) (B) (C) (D)  
 64 (A) (B) (C) (D) 89 (A) (B) (C) (D)  
 65 (A) (B) (C) (D) 90 (A) (B) (C) (D)  
 66 (A) (B) (C) (D) 91 (A) (B) (C) (D)  
 67 (A) (B) (C) (D) 92 (A) (B) (C) (D)  
 68 (A) (B) (C) (D) 93 (A) (B) (C) (D)  
 69 (A) (B) (C) (D) 94 (A) (B) (C) (D)  
 70 (A) (B) (C) (D) 95 (A) (B) (C) (D)  
 71 (A) (B) (C) (D) 96 (A) (B) (C) (D)  
 72 (A) (B) (C) (D) 97 (A) (B) (C) (D)  
 73 (A) (B) (C) (D) 98 (A) (B) (C) (D)  
 74 (A) (B) (C) (D) 99 (A) (B) (C) (D)  
 75 (A) (B) (C) (D) 100 (A) (B) (C) (D)

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# TOEIC Bridge Test Scores

## Test Fairness and Score Use

The ETS TOEIC Bridge Program and its authorized local representatives have taken steps to ensure, to the extent possible, that tests and test scores are fair for all test takers, regardless of gender, age, nationality, and test-taker industry background.

## Score Reports

The scores you will receive are determined by the number of questions you answer correctly. The number of correct responses on each section, Listening and Reading, is converted to a number on a scale of 20 to 180. The statistical procedure used to convert scores to a common scale for each section ensures that TOEIC Bridge scores can be compared across different test forms, which indicate similar levels of English proficiency. There is no penalty for wrong answers.

If you take the test through your employer or sponsoring organization, your scores are provided to that organization. It is the responsibility of your employer or organization to provide you with a score report. If you take the test independently, you will receive your score report directly from the local representative.

## Score Holds and Cancellations

ETS and the EPA reserve the right to take any and all actions—including, but not limited to, barring you from future testing and/or withholding or canceling your scores—for failure to comply with test administration regulations or the test administrator's directions or where the validity of the scores is questionable. If your scores are canceled, they will not be reported, and your registration and test fees will not be refunded.

ETS and the ETS Preferred Associates make every effort to report scores that accurately reflect the performance of every test taker. Accordingly, ETS standards and procedures for administering tests have two primary goals: to give all test takers equivalent opportunities to demonstrate their abilities, and to prevent any test taker from gaining an unfair advantage over others. To promote these objectives, ETS and the ETS Preferred Associates reserve the right to withhold scores from reporting or cancel any test score when, in their judgment, a testing irregularity occurs, there is an apparent discrepancy in a test taker's identification, a test taker engages in misconduct, or the score is invalid for another reason. Reviews of scores by ETS are confidential. When, for any of the aforementioned reasons, ETS or the ETS Preferred Associate cancels a test score that has already been reported, score recipients are notified that the score has been canceled, but the reason for

cancellation is not disclosed except when authorized by the test taker or in certain group cases.

## Identification Discrepancies

If, in the judgment of ETS, the Preferred Associate, or test center personnel, there is a discrepancy in your ID information, you may be dismissed from the test center. In addition, ETS or the EPA may decline to score your test or may hold or cancel your scores if the documents or photographs from test day cannot be validated, or if ETS has evidence that you did not appear for the test or did not take the entire test yourself. If your scores are canceled by ETS or the EPA for any of these reasons, your test fee will not be refunded.

- ETS may also cancel scores, ban the test taker from future testing, and notify score recipients of the cancellation if nefarious activity is detected after scores have been reported.

## Misconduct

When ETS, the ETS Preferred Associate, or test center personnel find that there is misconduct in connection with a test, the test taker may be dismissed from the test center. ETS or the ETS Preferred Associate may decline to score the test or may cancel the test scores. Test takers whose scores are canceled because of misconduct will forfeit their test fees. Misconduct includes, but is not limited to, noncompliance with the Test Center Procedures and Regulations on page 6 of this handbook.

## Interpreting Scores

The TOEIC Bridge test scores you will receive are determined by the number of questions you answer correctly. There is no penalty for wrong answers. The number of correct responses on each section, Listening and Reading, is converted to a number on a scale of 10 to 90. The statistical procedure used to convert scores to a common scale for each section seeks to ensure that TOEIC Bridge Listening and Reading scores obtained on different administration dates mean the same thing in terms of the level of English proficiency indicated.

## Subscores

In addition to Listening and Reading scores and total scores, you will receive TOEIC Bridge subscores, which will give you more information about your performance on the test.

Your performance on different parts of the test may give you an idea of your strengths and limitations in language areas. For example, your score on one part of the test may indicate how well you know English grammar. Your score

on another part may tell you about your understanding of vocabulary.

When you take the TOEIC Bridge test, your scores on different parts of the test—subscores—are compared to the scores of other people who took the same test as you did. Subscore ratings are 1, 2, or 3, with 3 being the highest rating. The ratings of 1, 2, and 3 for a particular subscore are determined based on the distribution of that subscore. For example, approximately the top 25% of test takers receive a rating of '3,' and approximately the bottom 30% of test takers receive a rating of '1.' The test takers in the middle receive a rating of '2.' Unlike scaled scores, subscore ratings are not equated and cannot be compared across test forms. However, you can compare your subscore ratings with test takers who take the same test form as you do.

You will receive a subscore in each of the following areas:

**Functions:** This subscore shows how well you can understand what a speaker is trying to do with the language. Examples of functions include offering, requesting, telling the time, giving instructions, and asking for instructions.

**Listening Strategies:** This subscore shows how well you use strategies to get information from a spoken text. Examples of these strategies include listening for stressed syllables, guessing meaning from context, listening for required information, and hearing differences between similar sounds.

**Reading Strategies:** This subscore shows how well you use strategies to get information from a written text. Examples include skimming, scanning, reading for required information, identifying the purpose and/or main idea of a text, and making inferences.

**Vocabulary:** This subscore shows how well you understand short phrases or words in context.

**Grammar:** This subscore shows how well you understand the form, meaning, and use of English grammar.

TOEIC Bridge subscores are meaningfully less reliable than Listening and Reading scores, and have not been established to reflect distinct skills. For these reasons, it is not recommended that subscores be used in decision-making.

## Reliability

Reliability is defined as the proportion of observed score variance that is due to true score variance. It is an indicator of the extent to which test scores will be consistent across different conditions of administration and/or administration of alternate forms of a test. The type of reliability used in the TOEIC Bridge test is reported as an internal consistency measure using the KR-20

reliability index. The KR-20 reliability index assesses the extent to which all items measure the same construct. The more homogeneous the test items, the more consistently the test takers will perform. The reliability of the TOEIC Bridge Listening and Reading section scores across all forms from our norming samples has been approximately 0.85. **Total score reliability is approximately .90 and sub-score reliabilities are between .60 and .80.**

## Standard Error of Measurement (SEM)

Errors of measurement occur when a test taker performs differently on one occasion or test form than on another for reasons that may or may not be related to the purpose of the test. A person may try harder, be more (or less) tired or anxious compared to some other occasion, have greater familiarity with the content of questions on one test form than on another test form, or simply guess more questions correctly on one occasion than on another. These reasons for inconsistency are generally referred to as errors of measurement. The Standard Error of Measurement (SEM) is an estimate of average difference between true scores and obtained test scores, and is about 4 scaled score points for each of the TOEIC Bridge Listening and Reading sections. A test taker's true score could be estimated by  $\pm 4$  scaled score points around the test score obtained from one administration. For example, if you obtain a scaled score of 70 on the TOEIC Bridge Listening section, 68% of the time your true score will fluctuate between approximately 66 and 74.

## Repeat Test Takers

If you take another version of the TOEIC Bridge, you will probably obtain slightly different scores from those you received the first time. A question like this usually arises, "How big of a difference do I need to get between two Listening scores or between two Reading scores before I can say that there is a real difference in my level of proficiency?" This question involves two independent tests given at two different times. The error of measurement associated with the score obtained from one administration is called the SEM. The errors of measurement associated with two administrations are called the Standard Error of Difference ( $SE_{diff}$ ). The  $SE_{diff}$  for each of the TOEIC Bridge Listening and Reading sections is about 6 scaled score points.

If a person began training with a Listening score of 70 and, following training, received a score of 78 on a different test form, has that test taker really improved in Listening or was this increase just a statistical fluke? To determine whether this was a true increase in the TOEIC Bridge score, the test taker would construct a band of

$\pm 1 SE_{diff}$ , or  $\pm 6$  points, around the obtained scores. In this case, the test taker has truly improved because the post-training score fell outside of the  $SE_{diff}$  (i.e., 64–76). Using this band, we can say with 68% confidence that the test taker has truly increased his or her proficiency level between the two tests.

### Validity

Primary evidence that the TOEIC Bridge measures English language proficiency comes from the careful way in which language testing experts design and assemble the test so as to include a variety of important English language tasks. Further evidence comes from the very high correlation of Bridge scores (high .80s) with other local tests of English language proficiency and with the longer, more difficult TOEIC test. In addition, TOEIC Bridge scores have shown moderately strong correlations (.30s and .40s) with test-taker reports of their own ability to accomplish certain English language tasks such as the following:

- Understanding vocabulary and grammar when reading English
- Understanding major ideas when reading English
- Understanding main ideas when listening to lectures and conversations in English
- Understanding important facts and details when listening to lectures and conversations in English

## Policies and Guidelines for the Use of TOEIC Bridge Scores

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### Introduction

These guidelines are designed to provide information about the appropriate use of TOEIC Bridge test scores for corporations or schools that use the scores in making school or employment related decisions. They are also intended to protect test takers from unfair decisions that may result from inappropriate uses of scores. Adherence to the guidelines is important.

### Policies

In recognition of their obligation to ensure the appropriate use of TOEIC Bridge scores, the TOEIC Bridge Program and its authorized local representatives developed policies designed to make score reports available only to approved recipients to protect the confidentiality of test takers' scores and to follow up on cases of possible misuse of scores. The policies are discussed in the next sections.

### Test Score Data Retention

Scores are used to measure a test taker's English proficiency at the time that a test is administered. Because English-Language skills may improve or decline over time, a score report will not be re-issued if two years have passed since taking the test. ETS does not require testing centers to retain test administration data beyond two years.

### Score Review Requests

If you feel that your scores are not an accurate reflection of your ability in English, you should contact your representative within three months of the test date. The representative will rescore your answer sheet and will give you a second score report. If a discrepancy is found between the first score report and the second one, the representative will pay for rescoring your answer sheet. However, if a discrepancy is not found, you may be charged a small fee for rescoring costs.

**Confidentiality.** TOEIC Bridge scores, whether for an individual or aggregated for an institution, are confidential and can be released only by authorization of the individual or institution or by compulsion of legal process.

We recognize test takers' right to privacy with regard to information that is stored in data or research files held by Educational Testing Service and its local representatives, and our responsibility to protect test takers from unauthorized disclosure of the information. For more information please visit [www.ets.org/legal/privacy](http://www.ets.org/legal/privacy).

**Encouragement of appropriate use and investigation of reported misuse.** All organizational users of TOEIC Bridge scores have an obligation to use the scores in accordance with the guidelines detailed on the following pages, i.e., using multiple criteria, accepting only official TOEIC Bridge scores, etc. Organizations have a responsibility to ensure that all individuals using TOEIC Bridge scores are aware of these guidelines and to monitor the use of the scores, correcting instances of misuse

when they are identified. The TOEIC Bridge Program and its authorized local representatives are available to assist institutions in resolving score-misuse issues.

### Guidelines

- **Multiple Criteria** Regardless of the decision to be made, multiple sources of information should be used to ensure fairness and to balance the limitations of any single measure of knowledge, skills, or abilities. These sources may include grade point averages, and recommendations from teachers, supervisors, and colleagues. When used in conjunction with other criteria, TOEIC Bridge scores can be a powerful tool in making school or employment-related decisions.
- **Only Official TOEIC Bridge Score Reports** The only official reports of TOEIC Bridge scores are those issued by ETS authorized local representatives or by ETS. If an organization administers a TOEIC Bridge test internally, with ETS knowledge and approval, it can obtain and keep score reports of that test. Scores obtained from other sources should not be accepted. If there is a question about the authenticity of a score report, the question should be referred to the local ETS Preferred Associate, who will then verify the accuracy of the scores and whether an official report was issued.
- **Confidentiality of TOEIC Bridge Score** All individuals who have access to TOEIC Bridge scores should be aware of the confidential nature of the scores and agree to maintain their confidentiality. Policies should be developed and implemented to ensure that confidentiality is maintained.

### Normally Appropriate Uses of TOEIC Bridge Scores

The suitability of a TOEIC Bridge test for a particular use should be explicitly examined before using test scores for that purpose. The following list of appropriate uses of TOEIC Bridge scores is based on the policies and guidelines outlined previously. The list is meant to be illustrative, not exhaustive, in nature. There may be other appropriate uses of TOEIC Bridge scores, but any uses other than those listed below should be discussed in advance with TOEIC Bridge Program staff and its authorized local representatives to determine their appropriateness.

If a use other than those appropriate uses listed below is contemplated, it will be important for the user to validate the use of scores for that purpose. The TOEIC Bridge Program staff and its authorized local representatives will provide advice on the design of such validity studies.

**Appropriate Uses.** Used along with other sources of information, and provided all applicable guidelines are followed, TOEIC Bridge scores are suitable for the uses described below.

- Hiring of applicants for an open position within a corporation or organization where workplace/ everyday-life English is a required job skill
- Placement of applicants or test takers within a corporation or organization where workplace/ everyday-life English is a required job skill
- Measurement of workplace/everyday-life English proficiency levels of students in schools
- Measurement of individuals' progress in workplace/ everyday life English proficiency levels over time

### Comments

Test takers can provide comments during the testing administration by asking the test center administrator for the Candidate Comment Form.

After taking the TOEIC Bridge test, please visit [www.ets.org/toEICbridge](http://www.ets.org/toEICbridge) to complete the Candidate Satisfaction Survey.

If you have questions or comments regarding the TOEIC test, please contact your ETS Preferred Associate or TOEIC Programme, ETS Global, 43 rue Taitbout 75009 Paris – France, or e-mail us at [contact-emea@etsglobal.org](mailto:contact-emea@etsglobal.org).

**Consent Form - For examinees under 18 years old**

This test is being conducted by ETS Global or its representative, and Educational Testing Service, located in Princeton, NJ (“ETS”).

You agree that all information provided, including demographic and background information, answers to test questions, and scores, may be used for research, development, and marketing purposes relating to the test. Information such as first and last names, student number, date of birth, country code, course level, number of years studying English, grade level, school name, demographic and background questions, and responses to questions (“Personal Information”) will be collected during the test. Names and other identifying information (first and last name, student number, date of birth) will be kept confidential and will not appear in any presentations or other publicly available materials, except that some Personal Information will appear on score reports.

ETS processes Personal Information for the following purposes and on the following legal bases:

- For the purposes related to the performance of contracts affiliated to the test, including for the completion of the obligations under these contracts, i.e. for the purposes necessary for the performance of these contracts (legal basis – Article 6(1)(b) of the GDPR);
- In order to ensure compliance with legislative obligations provided for in the legal regulations, e.g. tax regulations (legal basis – Article 6(1)(c) of the GDPR).
- For administration purposes, financial planning, efficiency assessment, security, verification of compliance with internal procedures and laws, and to monitor the performance of the duties specified in the contract, as well as for direct marketing of services of ETS and companies from its group, i.e. for the purposes of legitimate interest of the Company (legal basis – Article 6(1)(f) of the GDPR).

In case ETS processes Personal Information on the basis of voluntary consent and for the purposes indicated in such consent, the consent may be withdrawn at any time. However, the withdrawal of the consent will not affect the lawfulness of data processing done on the basis of the consent before its withdrawal. If the processing is done on the basis of consent, information will be provided about the consequences of the lack of or withdrawal of the consent.

In case of processing of Personal Information on the basis of Article 6(1)(f) of GDPR, ETS is pursuing the following legitimate interests: administration, financial planning, efficiency assessment, security, verification of compliance with internal procedures and laws, monitoring of the performance of the duties specified in the contract, as well as direct marketing of goods and services of ETS and companies from its group.

You may request to review personal identifying information or the deletion of your personal identifying information by contacting by contacting the ETS Global or the data privacy function at the following address: ETS Global B.V. Academic & Business Assessments, Strawinskylaan 929, 1077 XX Amsterdam - The Netherlands, or by email: [privacy@etsglobal.org](mailto:privacy@etsglobal.org).

**Test taker Name** (please print) \_\_\_\_\_

*I have read the above statement and understand and agree to these terms. I hereby expressly consent to permit ETS Global or its representative and ETS to transfer Personal Information, including personal identifying information, belonging to the above-named test taker into and out of the United States and other countries worldwide and to use such Personal Information for the purposes stated herein.*

**Name of parent/guardian** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Test center Name and Location** \_\_\_\_\_



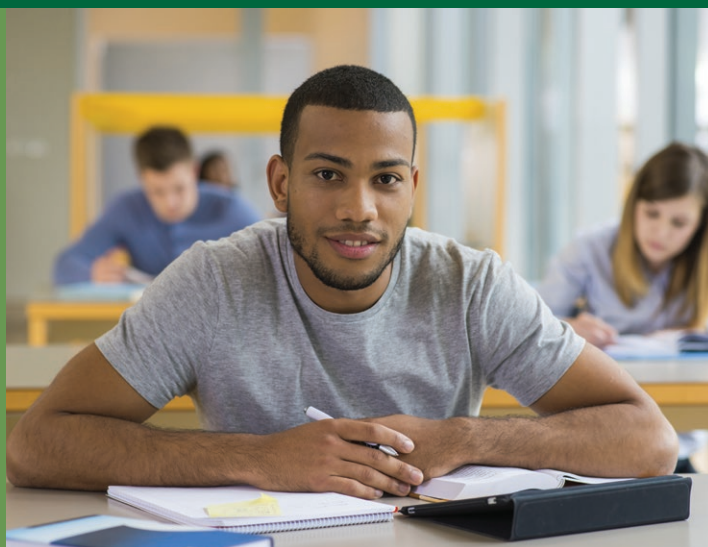
ETS provides a comprehensive suite of English Language Learning products and services that encourage learning, assess progress and measure proficiency. Backed by years of research, our programmes support teachers and decision makers and help individuals achieve academic, business and personal success.


**For more information about the *TOEIC*<sup>®</sup> programme, contact:**

ETS Global ■ 43 rue Taitbout 75009 Paris ■ France

Tel.: **+33 (0) 1 40 75 95 20**

Email: [contact-emea@etsglobal.org](mailto:contact-emea@etsglobal.org) ■ Web: [www.etsglobal.org](http://www.etsglobal.org)



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