The TOEIC® Listening & Reading Test in Institutional Program(Online) takes about 1 hour. Your score will be displayed immediately after completing the test.

*There is no change in test time when taking the TOEIC® Listening & Reading Test (TOEIC L&R) (in Secure Program ＜SP＞ and Institutional Program ＜IP＞) that uses the mark sheet method.
*The name of the test on the test screen is "TOEIC® Listening & Reading Test Multi-Stage Adaptive Version".

TOEIC® L&R in IP (Online) Overview

Listening
45 questions /
approx. **25** min.
5-495 points

+

Reading
45 questions /
37 min.
5-495 points

90 questions /
approx. **1** hour
10～990 points
(Scores are in 5-point increments.)

The meaning of the score is the same as that of the mark sheet method.

*Abilities Measured (percentage of correct answers per ability type) are not included in the test results.

The TOEIC® L&R in IP (Online) incorporates the CAT (Computer Adaptive Test) mechanism.

◆ What is a CAT (Computer Adaptive Test)?
It is an adaptive test system that changes the test questions to be asked according to the ability of the examinee. In a CAT, ability is measured using only problems with difficulty levels determined according to the ability of each examinee. Therefore, it is generally possible to calculate the examinee's ability (score) with a smaller number of questions (=shorter amount of time) than with a paper-based test.

TOEIC® L&R in IP(Online) Question Structure

In the TOEIC® L&R in IP(Online), the Listening and Reading sections each have a common set of questions (25 questions) in UNIT ONE.
In UNIT TWO, each examinee has a different set of questions (20 questions) given based on the correctness of their answers in UNIT ONE.

UNIT	Name of each part	No. of questions
Listening Section （approx. 25 minutes）		
UNIT ONE	Photographs	3
	Question-Response	4
	Conversations (with and without a visual image)	9
	Talks (with and without a visual image)	9
UNIT TWO	Question-Response	5
	Conversations (with and without a visual image)	9
	Talks (with and without a visual image)	6
Reading Section （37 minutes）		
UNIT ONE (approx. 23 minutes)	Incomplete Sentences	5
	Text Completion	4
	Reading Comprehension	16
UNIT TWO (approx. 14 minutes)	Incomplete Sentences	7
	Text Completion	4
	Reading Comprehension	9

*The question format is the same for each part with the same name.
*Even if you proceed to UNIT TWO before the allotted time in UNIT ONE has expired, that additional time will not be carried over to the allotted time for UNIT TWO.
*In the Reading section, you can check and correct answers to questions you have answered within the allotted test time of each UNIT. However, after proceeding to UNIT TWO, you cannot return to UNIT ONE.

If you have any questions or concerns, please call the TOEIC Program＜IP Test (Online)＞Help Desk.
*When making an inquiry, please tell the operator the name of your affiliated group.

TOEIC Program ＜IP Test (Online)＞ Help Desk
TEL: 050-1790-7424 (Weekdays only: 10:00am – 5:00pm)

TOEIC ® Listening & Reading IP Test (Online) Guidelines

◆ Notes on taking the test

1. You can take the test anytime you like during the test period. Please be sure to finish the test by the last day of test period.
2. Please prepare headphones or earphones for the Listening section if necessary.
3. When the timer reaches zero (or you have clicked the "Finish Test" button), the test session is considered to be finished and will be scored.
   *Please note that if you close your browser without proceeding to the Score Display Screen, your test will not be scored.
4. Please check the following test operating environment.
   Please note that you cannot take the test on smartphones.
   *App installation is necessary if taking the test on iPad.

OS	Browser	Others
·Windows 10 (64-bit only) ·Windows 11 (64-bit)	·Google Chrome latest version ·Microsoft Edge latest version	<Monitor resolution> 1024×768 or higher is recommended. <Screen size> 14 inches or larger is recommended
·macOS 11 Big Sur ·macOS 12 Monterey ·macOS 13 Ventura ·macOS 14 Sonoma ·macOS 15 Sequoia	·Google Chrome latest version ***Not compatible with Safari.**	<Recommended network environment> LAN: 100Mbps for each PC Wi-Fi: 54 Mbps or higher. Up to 12 PCs per access point

   *Please ensure you meet the following conditions when taking a test with a proctor present:
   Browser: Use **Google Chrome**
   Equipment: Use wired headphones or earphones, and a wired mouse

5. Please check the following test operating environment of your iPad. You cannot take the test on smartphones and other tablets.

モデル	OS	その他
·iPad 5th generation and later ·iPad Air 3rd generation and later ·iPad Pro 3rd generation and later ※Not recommended for iPad mini due to its small monitor size. ※Operation has not been verified for models before the above.	·iOS 12.0 and Later	<Monitor resolution> 2048 × 1536 or higher is recommended. <Network> WiFi ※please refrain to use 4G network。

   ※Can not take the test with iPad if taking the test held with proctors at the designated rooms.

6. An Authorization Code is required to take the TOEIC Listening & Reading IP Test (Online). The code will be sent to your Hirodai email address. Please keep the code as you need it later.
7. Please note that you may not be able to take the test due to regular or emergency maintenance.
8. The test title that appears on the screen is TOEIC Listening & Reading Test Multi-Stage Adaptive Version.

◆ Test interruption and restart due to trouble

If you have a problem such as a computer malfunction during the test, close the tab and stop the test. After that, re-access the test website, enter the Authorization Code and log in using the procedure you followed to start the exam. The "Resume Test" button will be displayed. Click the "Resume Test" button and the test will restart from where you stopped.

◆ Prohibited acts

1. Providing, transferring or reselling your Authorization Code to a third party.
2. Recording (video/audio recording) or copying test items.
3. Leaking test items.
4. Cheating.
5. Sending harmful programs, etc.
6. Acts that violate laws, public order, or morals.
7. Any other acts that interfere with the system administrator or unjustly violate the rights of third parties.

◆ Disclaimer

The operator will not be responsible for any damage caused by the device or communication of the examinee, or any damage caused by the TOEIC Listening & Reading IP Test (Online) or any changes, suspensions, or abolitions of the site.

◆ **How to take the TOEIC ® Listening & Reading Test in Institutional Program (Online)**

When you are ready, begin with the procedure.

1. Please check your inbox for the email from Hiroshima Univ.「受験者情報登録完了通知メール」" the email to confirm completion of your registration"（It will be sent around May. 2）

■ 試験実施について

試験期間：2022年××月××日～2022年××月××日
Authorization Code：×××××××××××

試験期間内に下記URLへアクセスし、Authorization Codeとパスワードでログインしてください。

URL: https://area18.smp.ne.jp/area/p/nasj9mfqbk0qhlgm2/hikAfc/login.html

ログイン後、アンケートの入力が完了しますと、試験画面へ進めるようにな
試験終了日の23:59まで受験いただけます。
ただし、団体ご担当者が指定する時刻で試験終了となる場合がありますので、ご所属団体からのご案内を必ずご確認ください。

■ 受験後のテスト結果の確認手続きについて

> Attention！
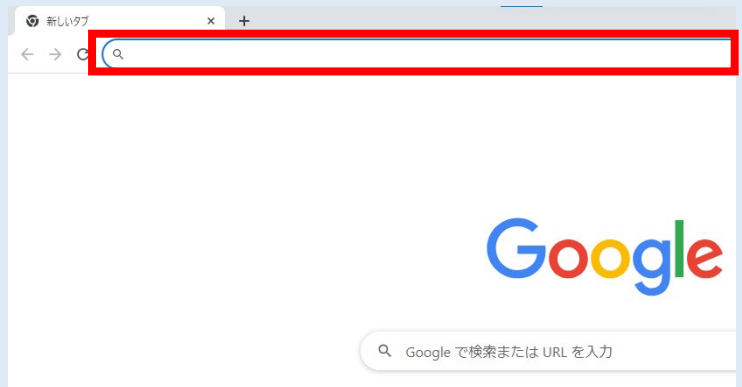> The exam period is below.
> 【2025/5/17（Sat.）～2025/5/19（Mon.）】

Test site URL

> You can not take the test on smartphones and tablets ！

2. Open the Browser.(Google Chrome must be used as web-browsing software)
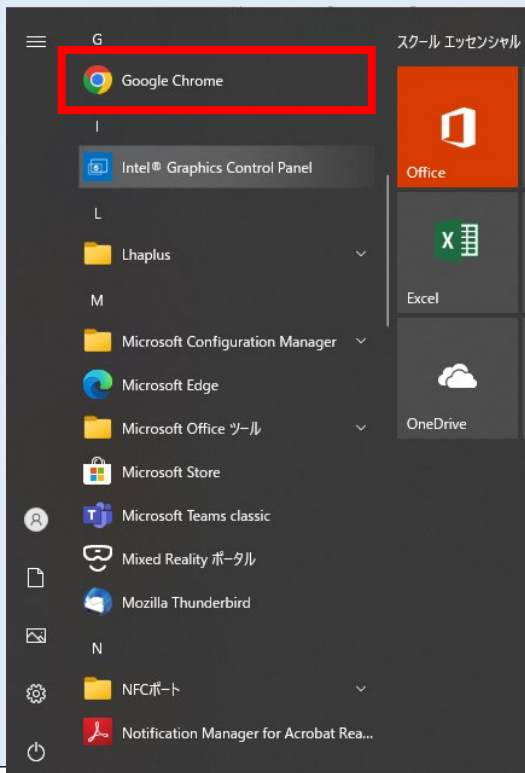
3. Copy the URL in the e-mail and paste the URL.

4. Enter your Authorization Code and password and click 「ログイン」 "Login".

> ※Authorization Code
>   → Stated in the text of the email
> ※Passward
>   → HU_TOEIC and your date of birth (in 8 digits)
>   ex：2005/4/1→HU_TOEIC20050401

> Attention！
> If you fail to log in 5 times you will not be able to log in for 30 minutes.

Go to Next page

5. After confirming your registration information, click「アンケート回答／試験実施」**"Answer Questionnaire/Exam". This button will be displayed after the start date of the test.** **6.Please answer the questionnaire.** **7.Click**「確認画面へ進む」**"Proceed to confirmation screen"**	**8.Click**「回答完了」**"Answer completion".** **9. Please wait on this screen.** **Do not click**「受験する」**until instructed by the proctor.**

登録情報

Please don't change
「受験番号」**"Registration Number"**
and「所属コード」**"Group Code"**

属性（1～6）
アンケートについて　　事前に団体ご担当者より指示があった場合のみ入力してください。

属性1　　----- 選択してください -----

Please leave the "attribute" fields blank.

個人情報の同意

Check the box　　確認画面へ進む

Skip this button
(「受験のしおり」)

<パソコンで受験する場合（推奨）>
受験する

<iPadで受験する場合>
App Store

10. Enter your Authorization Code and click "Submit". **※Authorization Code is stated in the text of the e-mail（a 10-digit figure）**	**11. Click**「Start Test」**.**

Your browser session has expired. Please login again.

Login with Authorization Code
3142876623
Submit

You are logged-in as: **Anonymous**

Start
Test　　　　　　　　　　　　　　　　Action
TOEIC L&R Test: Multi-stage Adaptive Version　　Start Test

◆ **Screen images: Step to start the test**
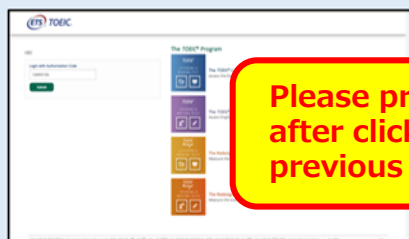
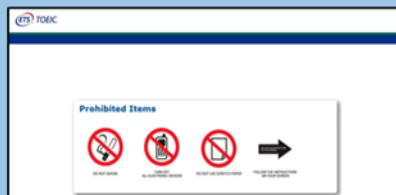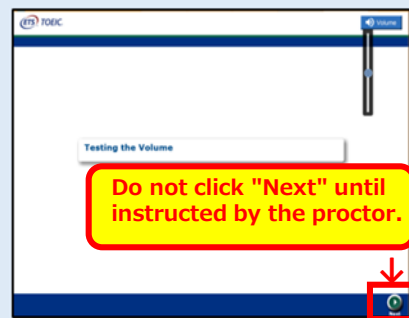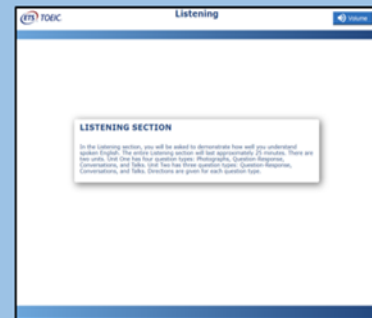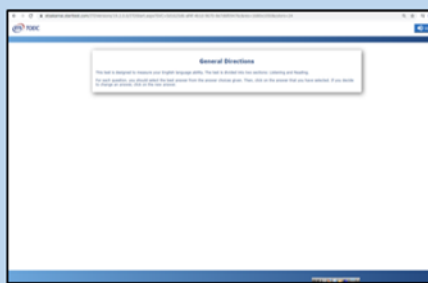|		
Please proceed to step 14 after clicking "Start Test" on the previous page (step 11).		
12 Enter your Authorization Code and click "SUBMIT".	13 Click "Start Test".	14 Click "Continue".
		Please wait! The proctor will check your screen.
15 Accept the displayed agreement and select "Yes". Click "Next".	16 Some instructions are displayed. Click "Next".	17 Check the prohibited acts. Please remain on this screen and wait.
Do not click "Next" until instructed by the proctor.		
18 Click "Volume" in the upper right corner, move the cursor to adjust the volume, then click "Next". It may take 1 or 2 minutes for the test sound to be heard, depending on the internet environment. Please make sure the audio is working correctly at this stage to avoid any problems during the Listening section of the test.	19 Listen to the test instructions and click "Next".	20 The Listening section will begin. Please follow the guidelines.
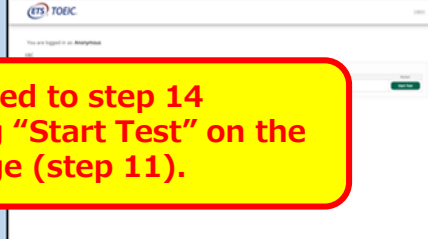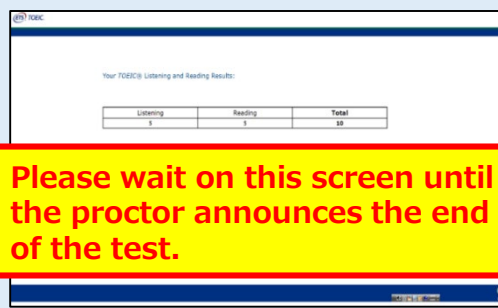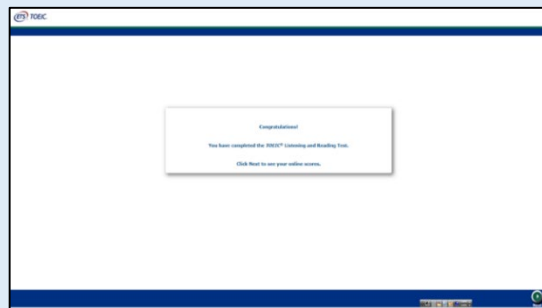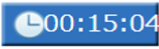
	Please wait on this screen until the proctor announces the end of the test.
21. After all the tests are completed, the following screen will be displayed. Click "Next" and check your test results. (Go to the next screen)	22. Please remain on this screen until the proctor announces the end of the test. The proctor will check your screen. 23. Click "Exit" to finish after the proctor confirms your score.

Please note that your test score will not be valid for credit accreditation if the proctor cannot confirm your screen both at the start (#17) and at the end (#22).

◆ **Reading section icon descriptions**

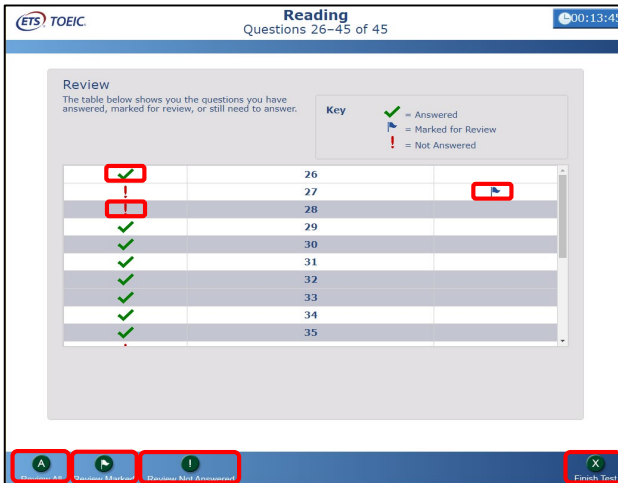|	
⏱00:15:04	A countdown timer will appear in the right upper corner of the screen. Please pay attention to the displayed remaining time for each UNIT. Test sections (parts) without the timer display are not counted down. As the Reading section's test time for UNIT ONE is approximately 23 minutes and approximately 14 minutes for UNIT TWO, the remaining time displayed in the countdown timer when the test starts may not be exactly 23/14 minutes depending on which time you are taking the test.
☐ Mark item for review	If you click the white checkbox, a checkmark will appear, and this will help you find the items you would like to review later. After proceeding to UNIT TWO, it is not possible to review items in UNIT ONE.
▣ Review	You can open the tab of the item list. Please see the description of the Review screen on the next page for more information.
◀ ▶ Back Next	You can move to the previous item with the "Back" button and to the next item with the "Next" button.

Review screen description

*There is a "Review" screen for each unit. Once you finish UNIT ONE, you cannot confirm or correct any items in UNIT ONE.
*Even if you proceed to UNIT TWO with time left in UNIT ONE, the remaining time in UNIT ONE will not be carried over to UNIT TWO.

On the UNIT ONE Review tab, "Next Unit" is displayed

▶ Next Unit

✔	Appears on an item that has been answered
❗	Appears on an item that remains unanswered
🚩	Displayed on an item that has been checked as "Mark item for review"
Ⓐ Review All	Back to the beginning of each UNIT (Directions page of "Incomplete Sentences")
Ⓑ Review Marked	Back to the first item that has marked as "Mark item for review". By clicking "Next" with this, you can review the only items that have marked as "Mark item for review"
ⓘ Review Not Answered	Go back to the first unanswered item. You can review only unanswered items by clicking "Next".
▶ Next Unit	Displayed on the UNIT ONE Review screen. If you click "Finish Unit" that appears after clicking "Next Unit", you can proceed to UNIT TWO even during the UNIT ONE test time. However, please note that once you proceed to UNIT TWO you will be unable to return to UNIT ONE. Furthermore, remaining time in UNIT ONE will not be carried over to UNIT TWO.
✖ Finish Test	Displayed on the UNIT TWO Review screen. By clicking "Finish Test", you can finish the test even before the end time. Please note that once you click this, you will not be able to restart the test.

◆ How to check the result

◆ 重要 ◆ テスト結果取得通知 TOEIC Listening & Reading IPテスト（オンライン版）

■ テスト結果の確認手続きについて

●テスト結果確認開始日
20XX年XX月XX日 15時XX分XX秒

TOEIC Listening & Reading IPテスト（オンライン）受験者サイトへ
ログインをして、テスト結果をご確認ください。

【テスト結果確認方法】
1.TOEIC Listening & Reading IPテスト（オンライン）受験者サイト
　https://area18.smp.ne.jp/area/p/nasj9mfqbk0qhlqm2/hikAfc/login.html ）にアクセス
2.Authorizationコードとご自身で設定したパスワードでサイトへログイン
3.【テスト結果確認】をクリック

＜ダウンロード可能期間について＞
上記テスト結果確認開始日より、翌月末までダウンロードが可能です。
この期間を経過した採点データは特定の個人を識別することができない統計データとして
保管します。

テスト結果確認用URL

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1. Please check your email for your test results, which will be sent after 10 am on the day following your test.
Visit「TOEIC Listening & Reading IP テスト（オンライン）受験者サイト」 (https://area18.smp.ne.jp/area/p/nasj9mfqbk0qhlqm2/hikAfc/login.html).

TOEIC® Program ＜IPテスト（オンライン）＞ 受験者サイト

ログイン

パスワード再発行はこちら

Authorizationコード [　　　　　　　]

パスワード [　　　　　　　]

ログイン

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2. Enter your Authorization Code and password and click "Login"
※Authorization Code → Stated in the text of the email
※Password →HU_TOEIC and your date of birth(in 8 digits)
　　　　(ex：2005/4/1→HU_TOEIC20050401)

TOEIC® Program ＜IPテスト（オンライン）＞ 受験者サイト

テスト種別	TOEIC Listening & Reading Test
申込番号	OTLRXXX077
実施団体名	アイ・アイ・ビー・シー
テスト実施開始日	2019年6月26日
テスト実施終了日	2019年6月26日
受験者情報登録期限	2019年6月26日

登録情報

氏名（漢字）	国際 花子
氏名（カナ）	コクサイ ハナコ
氏名（ローマ字）	KOKUSAI HANAKO
性別	女性
生年月日	2000年1月1日
メールアドレス	nishihara@ibc-globol.org
受験番号	1234567890
所属コード	1234

テスト結果確認

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3. Click「テスト結果確認」"Confirm Test Result"

TOEIC® Program ＜IPテスト（オンライン）＞ 受験者サイト

ログアウト

利用規約　プライバシーポリシー

テスト結果

Institution	アイ・アイ・ビー・シー
Test date	2019/6/26
Name	国際 花子
Date of birth	2000/1/1
Registration number	1234567890
Group code	1234

Your *TOEIC®* Listening and Reading Test Results:

Listening	Reading	Total
300	250	550

These online scores are intended for your informational use only.
This page is not valid for transmission of scores to an institution.

テスト結果印刷

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4. Check your test result

TOEIC® Listening & Reading
Institutional Program (IP) online Test Result

Institution Code	111111
	一般財団法人 国際ビジネスコミュニケーション協会
Test date	2020/4/1
Group code	2222
Registration number	0123456789
Name	KOKUSAI HANAKO
Date of birth	1997/04/01

LISTENING **300**
READING **250**
TOTAL SCORE **550**

SAMPLE

LISTENING / READING

Score Descriptor Table

Score Descriptor Table（レベル別評価の一覧表）

Listening（リスニング セクション）
Reading（リーディング セクション）

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5. You can print out your test result in PDF format by clicking「テスト結果印刷」"Print Test Result". Please save the PDF file if necessary. Test result will be removed from the system at the end of the following month after the test. Please note that after this period, you will not be able to check your test result.