

When you are ready, begin with the procedure from P.3.

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 <Recommended network environment> - LAN: 100Mbps for each PC - Wi-Fi: 54 Mbps or higher. Up to 12 PCs per access point
• macOS 11 Big Sur • macOS 12 Monterey • macOS 13 Ventura • macOS 14 Sonoma	• Google Chrome latest version *Not compatible with Safari.	

*Windows/Microsoft Edge, macOS/Google Chrome are not included in the system requirements specified by ETS, the test developer. However, they are confirmed to operate by IIBC verification.

※Be sure to take the test using headphones or earphones with wire if taking the test held with proctoring at the designated room.

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 November. 25)

■ 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ります。
 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 !

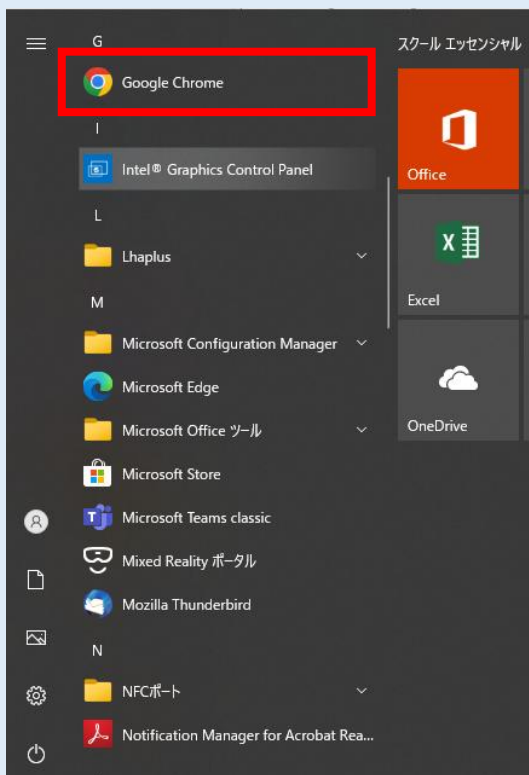
The exam period is below.

【2025/12/13 (Sat.) ～2025/12/15 (Mon.)】

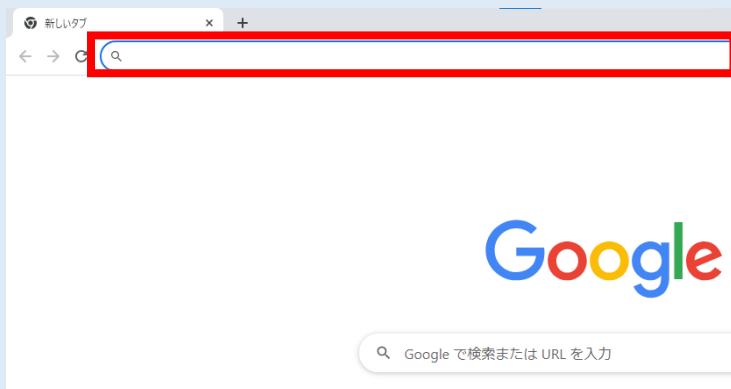
Test site URL

You can not take the test on smartphones and tablets !

2. Open the Browser.(If you take the test by using Mac, 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".

ETS TOEIC

TOEIC[®] Listening & Reading 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:

Password:

ログイン

※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

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"

登録情報

氏名(漢字) _____

氏名(カナ) _____

氏名(ロー) _____

性別 _____

生年月日 _____

メールアドレス _____

電話番号 _____

所属コード _____

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

登録情報更新

アンケート回答/試験実施

8. Click 「回答完了」"Answer completion".
9. Click 「受験する」 on the next screen.

今年1月の大学入学共通テスト 英語をご受験された方にお伺いします。その時のスコアを入力ください。
(自己採点スコアでも構いません。また、覚えていない方は無回答で構いません。)

リーディング _____

リスニング _____

属性1 _____

属性2 _____

属性3 _____

属性4 _____

属性5 _____

属性6 _____

属性7 _____

属性8 _____

個人情報の同意 _____

内容修正

回答完了

ETS TOEIC ログアウト

利用規約 プライバシーポリシー

TOEIC® Program <IPテスト (オンライン)> 受験者サイト

TOE > アンケートフォーム

アンケート回答完了

アンケートの登録が完了しました。
受験の前に以下の受験のしおりにお読みください。

受験のしおり

【必ずお読みください】受験に関する注意事項のご案内

受験に関する注意事項
試験終了後、画面を進めると、ご自身のスコアが画面に表示されます。
スコア表示画面まで進まずにブラウザタブを閉じた場合、残ります。
必ず、スコア表示画面でスコアを確認してからテスト終了してください。

受験に関するご案内
Authorizationコードを使用してテストを受験してください。

<パソコンで受験する場合(推奨)>
受験のしおり動作環境を確認の上、以下の受験するボタンを押してください。

受験する

【注意事項】
Macの場合、ブラウザはGoogle Chromeをお使いください。
Safariでは受験できません。
Google Chromeがインストールされている場合はGoogle Chromeをインストールした上で受験してください。

<iPadで受験する場合>
以下のApp Storeへのリンク先から専用アプリをiPadにインストールした上で、専用アプリで受験してください。
Safariなどのブラウザでは受験できません。インストールの手順はこちら。

App Store からダウンロード

【注意事項】
リモート試験サービス(Zoom)をご利用の場合、iPadでの受験はできませんので、パソコンでの受験をお願いします。

Skip this button (「受験のしおり」)

10. Enter your Authorization Code and click "Submit".
※Authorization Code is stated in the text of the e-mail (a 10-digit figure)

toeic

Check Audio and Microphone "At Home" System Check

Login with Authorization Code

Submit

The TOEIC® Program: English Proficiency for Everyday and Workplace Communication Skills

Prove your ability to communicate effectively with business English skills so that you can stand out against the competition and expand global job opportunities.

The TOEIC program offers a series of assessments to measure all four English language communication skills — listening, reading, speaking and writing. The tests measure a range of skill levels, from basic to intermediate and advanced level.

- The TOEIC tests measure intermediate to advanced proficiency levels.
- The TOEIC Bridge® tests measure basic to intermediate proficiency level.

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11. Click 「Start Test」.

ETS TOEIC ログイン

You are logged in as: Anonymous

Start

Test

TOEIC L&R Test: Multi-stage Adaptive Version

Start Test

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Go to next page

Screen images: Step to start the test



12 Enter your Authorization Code and click "SUBMIT".



13 Click "Start Test".



14 Click "Continue".



15 Accept the displayed agreement and select "Yes".
Click "Next".



16 Some instructions are displayed. Click "Next".



Please wait! The proctor will check your screen.

17 Check the prohibited acts.
Please remain on this screen and wait.



18 Click "Volume" in the upper right corner, move the cursor to adjust the volume, then Please Standby.
**It may take 1 or 2 minutes for the test sound to be heard, depending on the internet environment. You might have troubles in the listening section if you cannot hear the sound here.*



19 Listen to the test instructions and click "Next".

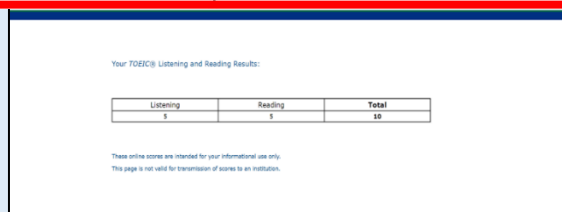
Do not push until the examiner signals.



20 The Listening section will begin.



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)

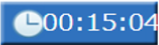


Please wait on this screen until the proctor announces the end of the test.

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).

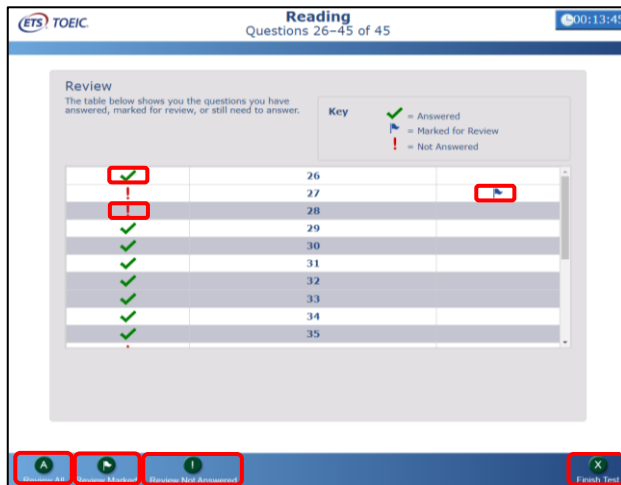
◆ Reading section icon descriptions ↻

	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. ↻
	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. ↻
	You can open the tab of the item list. Please see the description of the Review screen on the next page for more information. ↻
	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



	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" ↻
	Back to the beginning of each UNIT (Directions page of "Incomplete Sentences") ↻
	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" ↻
	Go back to the first unanswered item. You can review only unanswered items by clicking "Next". ↻
	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. ↻
	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. ↻

