



Chapter

# 1

## 영어 문장의 구조

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# 1. 주어

TOEIC 포인트 1 주어 관련 문제는 주격 대명사, 단수와 복수, 시제에 주의한다.

1 주어 자리에 인칭대명사를 쓸 때 주격을 쓴다. (I, you, he, she, it, we, they)

“ She helped me a lot.

2 주어 자리에는 대명사, 명사(구), to부정사, 동명사가 올 수 있다.

“ They provided us with information. (대명사)

“ Their party was well attended. (명사)

“ To teach is to learn twice. (to부정사)

“ Learning foreign languages gives us many benefits. (동명사)

“ How to defend yourself in an argument is very important. (명사구)

3 현재 시제에서 주어가 3인칭 단수이면 일반동사의 경우 -(e)s를 붙인다.

“ He anticipates significant increases in employment and personal income in March.

4 주어로 쓰인 명사구나 명사절이 길 때 가주어 it을 쓴다.

“ It was not necessary to determine whether they satisfied the requirements.

“ It is likely that email is a very powerful tool which can be equally frustrating.

5 의문사절도 주어로 쓰인다. 이때 의문사절의 주어와 동사는 도치하지 않는다.

“ How old she is is not important.

(How old is she)

## Sample Question 1

1. He will find this camera very helpful when he first \_\_\_\_\_ it.  
(A) uses                      (B) to use                      (C) will use                      (D) use
2. \_\_\_\_\_ is also likely that people have become increasingly accustomed to using email as a means of communication.  
(A) That                      (B) This                      (C) Its                      (D) It
3. \_\_\_\_\_ to their tastes is considered an effective strategy.  
(A) Appeal                      (B) Appealing                      (C) By appealing                      (D) While appealing

## 2. 동사 (1)

TOEIC 포인트 2 동사 관련 문제는 문장의 주어가 무엇인지 먼저 파악한다.

1 동사의 위치는 주어 뒤이며, 동사 자리가 아닌 경우 준동사(to부정사, 동명사, 분사)를 쓴다.

“ He rushed into the room shout at his sister. (동사 자리 아님)

→ He rushed into the room to shout at his sister. (to부정사: ~하기 위하여)

→ He rushed into the room shouting at his sister. (분사: ~하면서)

“ He considered move to Los Angeles. (동사 자리 아님)

→ He considered moving to Los Angeles. (동명사: consider는 목적으로 동명사를 쓴다.)

2 조동사 뒤에는 반드시 동사원형을 쓴다.

“ He will continues to invest in Mexico over the next four years despite tariff threats.

→ He will continue to invest in Mexico over the next four years despite tariff threats.

3 접속사 뒤에는 주어 + 동사의 구조를 원칙적으로 쓴다. (동사의 -ing 형태도 많이 쓰인다.)

“ You may be required to submit this document after we review your file.

“ If you have more questions after reviewing this site, please feel free to contact us.

**문제풀이 TIP** 주어의 형태는 동사가 결정한다.

- Complete를 문장에 맞게 바꾸어 보시오.

\_\_\_\_\_ applying forms is not easy. → **Completing** (주어: 지원 서류를 완성하는 것)

\_\_\_\_\_ applying forms should arrive no later than May 15. → **Completed** (주어: 완성된 지원 서류)

### Sample Question 2

1. New models will \_\_\_\_\_ on display in the lobby.

- (A) be                      (B) are                      (C) is                      (D) to be

2. Review the checklist on the last page before \_\_\_\_\_ it.

- (A) submission              (B) submitting              (C) submit              (D) submitted

3. Why is \_\_\_\_\_ essential to put the customer first?

- (A) he                      (B) that                      (C) it                      (D) being

### 3. 동사 (2)

TOEIC 포인트 3 영어 문장의 구조는 동사에 의해 결정된다.

#### 1 주어 + 동사 + 부사(구, 절)의 구조 (1형식, 완전 자동사)

자동사는 목적어를 가질 수 없다. 완전 자동사는 부사, 부사구[절]와 함께 쓰인다.

come, go, rise, arise, happen, occur, run, develop

- “ They **came** from many racial and ethnic backgrounds.
- “ The accident **happend** last night.
- “ The accident **arose** from mechanical malfunction.
- “ New farming methods **developed** dramatically.
- “ An error **occurred** while attempting to activate the product.

❖ 토익 빈출: 자동사 + 전치사

attend on ~의 시중을 들다 attend to ~을 처리하다, 신경 써 주다 coincide with ~와 일치하다 comply with (규정, 법 등)을 준수하다 deal with ~을 처리하다(= handle) refrain from ~를 삼가다 result in ~한 결과를 초래하다 result from ~에 기인하다 specialize in ~를 전문으로 하다

- “ The servants in light blue uniforms were **attending on** the guests.
- “ Thank you for **attending to** this matter in a timely manner.
- “ I am sure Jane can **deal with** a part of the project.
- “ The abundance of OLED TV brands in the market has **resulted in** fierce competition.
- “ They still have to deal with problems **resulting from** high unemployment.
- “ Merchants have to **comply with** two new security requirements.

#### Sample Question 3

- You must be prepared to deal with those technical problems when they \_\_\_\_\_.  
(A) rise (B) raise (C) arise (D) risen
- At some point, everyone in business has to \_\_\_\_\_ with an upset customer.  
(A) deal (B) handle (C) take care (D) comply
- They predict that the prices will \_\_\_\_\_ sharply next year.  
(A) rise (B) raise (C) arise (D) arouse

## 2 주어 + 동사 + 보어의 구조 (2형식, 불완전 자동사)

① 불완전 자동사는 주격 보어를 가지며, 주격 보어는 주어의 성질, 양태, 상태 등을 설명한다.

appear, be, become, grow, look, prove, remain, come, go, seem, stay, feel, smell, taste

② 명사, to부정사, 동명사, 형용사, 전치사구, 의문사 + to부정사는 주격 보어 역할을 한다.

natural, strange, necessary, right, important, proper, essential

“ Arthur began to abuse alcohol after his business went **bankrupt**. (형용사)

“ He became **interested in investing** during the recent Financial Crisis. (형용사구)

“ The company seems **to be** under investigation. (to부정사)

“ The meeting is **at 10 o'clock**. (전치사구)

“ Today's topic is **how to operate** the machine efficiently. (의문사 + to부정사)

❖ 토익 빈출: be + 형용사 또는 전치사 + for/to 구문

be about to + 동사: 막 ~하려하다

The movie is about to start.

be anxious to + 동사: ~하고자 안달하다

Don't be anxious to please people.

be applicable to + 명사: ~에 해당되다

This can be applicable to a real situation.

be eligible for + 명사/to + 동사: ~할 자격이 있다

What is necessary to be eligible for promotion?

be responsible for + 명사: ~에 책임이 있다

He is not responsible for the accident.

be subject to + 명사: ~를 당하다

Product prices are subject to change without prior notice.

### Sample Question 4

1. Please note that our website URL will remain \_\_\_\_\_.

- (A) unchange                      (B) unchanged                      (C) to unchange                      (D) unchanges

2. You may be \_\_\_\_\_ for tax deductions, which reduce the amount that is considered income.

- (A) eligible                      (B) able                      (C) liable                      (D) subject

3. Our purpose is \_\_\_\_\_ a better Australia by maximising the outcomes and potential of Australian businesses.

- (A) created                      (B) creation                      (C) creative                      (D) creating

**3** 주어 + 동사 + 목적어의 구조 (3형식, 타동사)

❖ 토익 빈출: 자동사로 착각하기 쉬운 타동사

access **to** ~에 접근하다 attend **to** ~에 참석하다 contact **with** ~와 접촉하다 address **with** ~를 다루다  
 explain **about** ~를 설명하다 handle **with** ~를 처리하다

- “ Click here to **access** the Help page for more information.
- “ The president never **addressed** the issues of abortion and immigration.
- “ She was unable to **contact** her insurance company.
- “ How you **handle** customer complaints will determine if the customer comes back.

❖ 토익 빈출: 타동사의 용법

hope that + 주어 + 동사: ~하기를 바라다  
 recommend A to 사람: ~에게 A를 추천하다  
 propose A to 사람: ~에게 A를 제안하다  
 explain A to 사람: ~에게 A를 설명하다  
 attribute A to B: A를 B의 탓[덕]으로 돌리다  
 supply A with B: A에게 B를 제공하다  
 inform A of B: A에게 B를 알리다  
 assure A of B: A에게 B를 확신시키다  
 rob A of B: A에게서 B를 빼앗다

☞ hope는 to부정사 또는 that절을 목적으로 취한다.  
 announce A to 사람: ~에게 A를 발표하다  
 suggest A to 사람: ~에게 A를 제안하다  
 mention A to 사람: ~에게 A를 언급하다  
 provide A with B: A에게 B를 공급하다  
 convince A of B: A에게 B를 설득시키다  
 notify A of B: A에게 B를 통보하다  
 remind A of B: A에게 B를 상기시키다  
 submit A to B: B에게 A를 제출하다

 **Sample Question 5**

1. Few employees at the company signed up to \_\_\_\_\_ the party.  
 (A) participate                      (B) attend                      (C) go                      (D) arrive
2. Write a persuasive letter to \_\_\_\_\_ them of your opinion.  
 (A) convince                      (B) propose                      (C) submit                      (D) provide
3. There are dozens of organizations that are legally allowed to \_\_\_\_\_ our medical records for a variety of reasons.  
 (A) access to                      (B) accessible                      (C) access                      (D) accessing

4 주어 + 동사 + 간접 목적어(사람) + 직접 목적어(사물)의 구조 (4형식, 수여동사)

'~에게 ~를 (해)주다'의 뜻으로 파악되면 대개 이 형식에 속하는 동사이다.

assure 장담하다 assign 배당하다 offer 제공하다 lend 빌려 주다 send 보내 주다 bring 가져오다 award 수여하다 grant 부여하다 give 주다 show 보여 주다 promise 약속해 주다 teach 가르쳐 주다 tell 말해 주다

“ They **granted** all of us access to their documents.

❖ 직접 목적어로 that절을 취할 수 있는 4형식 동사

advise 충고하다, 알려주다 assure 장담하다, 확인하다 convince 납득시키다 ensure 보장하다 inform 통지하다 notify 통보하다 remind 상기시키다 tell 말해 주다

“ They **assured** us that the matter will be given its full consideration.

“ They **advised** him that this was their final notice.

“ The doctor **assured** us that everything would turn out all right.

“ He has to **ensure** his customers that the product was thoroughly tested.

“ It's not easy to **convince** them that your study will benefit their marketing efforts.

 Sample Question 6

- The director will \_\_\_\_\_ us something to do tomorrow.  
(A) explain                      (B) assign                      (C) attribute                      (D) announce
- We \_\_\_\_\_ you one of the most meaningful days of your life.  
(A) advise                      (B) supply                      (C) apply                      (D) promise
- Dan Clara and Scott Littau will use their combined experience to \_\_\_\_\_ their customers that the auction will be a big success.  
(A) refurbish                      (B) obligate                      (C) assure                      (D) detail

**5** 주어 + 동사 + 목적어 + 목적격 보어의 구조 (5형식)

'~가 ~(하기)를 ~하다'의 뜻으로 파악되면 대개 이 형식에 속하는 동사이며 목적격 보어의 종류는 동사가 결정한다.

목적격 보어	동사
to부정사	advise, ask, assure, allow, cause, compel, convince, enable, encourage, expect, need, impel, oblige, obligate, permit, persuade, request, require, want, would like  Their system <b>enabled</b> them <b>to achieve</b> unprecedented successes.
동사원형	사역동사(have, make, let), 지각동사(feel, listen to, hear, see, watch, find), help  <b>Let</b> people <b>do</b> whatever they want. The process was designed to <b>help</b> us <b>guide</b> the plan development.
형용사	believe, consider, find, keep  Many critics <b>have found</b> the plot of his new novel <b>too predictable</b> .
명사	believe, call, consider, name, regard  They did not <b>consider</b> her <b>a legitimate president</b> .
분사 (-ing, p.p.)	지각동사, 사역동사, keep (단, 사역동사는 ~ing를 목적격 보어로 취하지 않는다.)  He <b>had</b> his house <b>painted</b> by them. I <b>saw</b> her <b>picking</b> up her children from school. I <b>saw</b> them <b>picked</b> up, with my own eyes.

 **Sample Question 7**

- We \_\_\_\_\_ drivers to reduce their speed when approaching a crossing.  
(A) advise                      (B) let                              (C) had                              (D) made
- We don't \_\_\_\_\_ attendees to see a designated area.  
(A) let                              (B) prove                              (C) allow                              (D) like
- Since we have a problem with our assembly line, we will permit employees \_\_\_\_\_ a day off.  
(A) took                              (B) to take                              (C) taking                              (D) takes

## 4. 목적어

TOEIC 포인트 4 목적어를 취하는 동사의 유형을 파악한다.

- 1 명사, 대명사의 목적격, 소유대명사, 의문사 + to부정사, 명사절은 목적어로 쓰인다.

대명사의 목적격: me, you, him, her, us, them

소유대명사: mine, yours, his, hers, theirs

의문사 + to부정사: Today's topic includes **how to customize** your desktop.

명사절: I think **that your computer might have caused your problems.**

❖ that절을 목적어로 취하는 동사

think, believe, expect, decide, hope, know, understand, suppose, guess, imagine, ensure, indicate, feel, remember, forget, say, admit, argue, reply, agree, claim, deny, mention, answer, complain, explain, promise, suggest, warrant

❖ 권고를 나타내는 동사(recommend, demand, suggest 등)의 that절에서는 동사를 원형으로 쓴다.

“ I **hope** that you will enjoy your holiday.

“ She didn't really **think** that the accident would happen.

“ I **knew** that I had seen her somewhere before.

- 2 의문사절도 목적어로 쓰인다. 이때 의문사절의 주어와 동사는 도치하지 않는다. (간접의문문)

“ It's not important to know **where she lives.**

### Sample Question 8

- Environmental groups have demanded that the company \_\_\_\_\_ responsibility.  
(A) admit                      (B) will admit                      (C) admits                      (D) admitting
- The committee strongly recommended that he \_\_\_\_\_ questions about the price increase.  
(A) answer                      (B) answering                      (C) answers                      (D) is answering
- The presidential candidates are competing for more \_\_\_\_\_ on social media.  
(A) expose                      (B) exposed                      (C) exposes                      (D) exposure

3 준동사(to부정사, 동명사, 분사) 뒤에 목적어를 쓸 수 있다.

“ They have decided to relocate the city hall only to receive a larger budget next year.

4 전치사 다음에는 목적격을 쓴다.

“ Daniel is willing to rely on her.

5 전치사 다음에 동사가 올 경우 동명사로 쓴다.

“ They help us by killing bugs.

**문제풀이 TIP** to부정사가 아닌 전치사 to로 쓰이는 경우 to 다음에 (동)명사를 써야 한다.

- I look forward to helping you illuminate the close relationship between them.
- An exercise scientist reveals the key to getting stronger.

come close to, look forward to, confess to, adjust to, be accustomed to, object to, be addicted to, be committed to, be opposed to, be devoted to, be dedicated to, be used to + (동)명사

6 to부정사, 동명사를 목적어로 쓰는 동사를 구분하여 익혀야 한다. ☞ p. 56 참고

7 목적어가 길 때(to부정사, that절 등) 가목적어 it을 쓴다.

주어 + 동사 + 가목적어 it + 형용사 + to부정사/that절 구조

“ Many CEOs found it hard to recruit suitable candidates.

“ The new president made it clear that he wanted to work with the company.

 **Sample Question 9**

1. They offer excellent \_\_\_\_\_ as a way to retain their key employees.  
(A) benefiting                      (B) benefits                      (C) benefited                      (D) beneficial
2. The new system failed to make \_\_\_\_\_ easier to purchase from an online store.  
(A) it                      (B) itself                      (C) its                      (D) it's
3. You will experience no delays in \_\_\_\_\_ your transactions.  
(A) procedures                      (B) process                      (C) processing                      (D) proceeded

## 5. 보어

TOEIC 포인트 5 주격 보어, 목적격 보어의 형태에 주의한다.

- 1 주격 보어를 필요로 하는 동사와 주격 보어의 형태 ☞ p. 11 참고
- 2 목적격 보어를 필요로 하는 동사와 목적격 보어의 형태 ☞ p. 14 참고
- 3 명사를 보어로 쓰는 경우: 직업, 소속을 나타내거나 주어와 보어의 속성이 동격의 관계가 성립할 때

“ Social networking has become an essential part of our live. (주어와 주격 보어가 동격의 관계)

“ They called the training method positive reinforcement. (목적어와 목적격 보어가 동격의 관계)

**문제풀이 TIP** 주격 보어, 목적격 보어 자리를 묻는 문제는 문장에 쓰인 동사를 파악한 후 결정한다.

- Please ensure that all public information will remain \_\_\_\_\_.  
① confidentially      ② **confidential** (주격 보어 자리)
- Why do we have to **consider** the negative result \_\_\_\_\_?  
① conclusion      ② **conclusive** (목적격 보어 자리)

### Sample Question 10

1. Javia People Engine is \_\_\_\_\_ by name, phone number, and email address.  
(A) search      (B) searchable      (C) searches      (D) to search
2. Understanding customer expectations can help you \_\_\_\_\_ customer satisfaction.  
(A) increasing      (B) increase      (C) increased      (D) increasable
3. Despite diversifying into e-commerce, Edge Printing has remained \_\_\_\_\_ to customers who have supported it for decades.  
(A) loyalty      (B) loyal      (C) loyally      (D) loyalties

## 6. 형용사구

TOEIC 포인트 6 수식을 받는 명사와 수식하는 형용사구 간의 관계에 주의한다.

형용사구: 두 개 이상의 단어로 이루어져 명사를 뒤에서 수식하는 구

### 1 전치사 + 명사의 형태를 사용하여 앞의 명사를 수식

“The girl in front of him will marry my brother next week.

“The baby in the crib looks happy.

### 2 to부정사를 사용하여 앞의 명사를 수식 (1)

구미를 받는 명사가 뒤에 오는 to부정사의 의미상의 주어 또는 목적어일 때

“She has no one to help her. (no one은 to help her의 의미상 주어)

“I have a lot of things to do tonight. (things는 to do의 의미상 목적어)

### 3 to부정사를 사용하여 앞의 명사를 수식 (2)

① 명사와 to부정사 사이에 동격 관계, 용도, 능력, 목적의 의미 등이 있을 때

② 수식을 받는 명사 앞에 first, second, next, last 등의 서수나 최상급이 있을 때

“She had no intention to hurt you. (동격)

“Parks have places to set up tents. (용도)

“Computers have the ability to think. (능력)

“Who was the last person to see the baby alive? (최상급)

“New Zealand was the first country to give women the vote. (서수)

### Sample Question 11

1. Some students \_\_\_\_\_ good qualifications want to work at the company.  
(A) in (B) with (C) of (D) to

2. Free advice sheets \_\_\_\_\_ a range of topics can be picked up from the Resource Center.  
(A) covered (B) covering (C) have been covered (D) which covers

3. She was the first woman \_\_\_\_\_ as Secretary of State.  
(A) serving (B) to serve (C) serves (D) served

4 -ing구를 사용하여 앞의 명사를 수식 (능동의 관계)

“ The man standing on the platform is my brother.

“ There are many people visiting the park.

5 과거분사구를 사용하여 앞의 명사를 수식 (수동의 관계)

“ There are many people surprised at the news.

“ This is the book written 100 years ago.

6 형용사구를 사용하여 앞의 명사를 수식 (주격 관계대명사와 be동사의 생략)

“ This is a good site (~~which is~~) useful for teenagers.

“ She brought me a glass (~~which was~~) full of red wine.

**문제풀이 TIP** 주어 + 수식구 + 동사의 구조에 익숙해져야 한다.

- His intention to apply for the job was to support his family in London. (동격)
- The warranty provided with the products is in effect only if the products have been assembled in accordance with the setup instructions. (과거분사구: ~된)
- Loyal employees capable of finding creative solutions to problems are hard to find. (형용사구)

### Sample Question 12

1. The merchandise \_\_\_\_\_ by the customer is out of stock.  
(A) odering                      (B) ordered                      (C) have been ordered      (D) had ordered
2. He is one of the employees \_\_\_\_\_ of specifying necessary safety control measures.  
(A) capable                      (B) able                      (C) interested                      (D) enjoying
3. A chemical company \_\_\_\_\_ three thousand people has gone bankrupt.  
(A) employed                      (B) employing                      (C) which employing      (D) of employing

## 7. 토익 문장의 기본 구조

TOEIC 포인트 7    두 개의 문장을 한 문장으로 연결하는 기본 구조를 이해해야 한다.

토익에 자주 나오는 기본 문장 구조를 다음의 두 문장이 어떻게 한 문장으로 변형되는지 파악하며 이해하자.

He rushed into the room. + He shouted at his sister.

1 등위접속사(**and, or, but**)를 사용하여 두 문장을 연결하기 (그리고 ~하다)

“ He rushed into the room **and** (he) shouted at his sister.

2 접속사(**as, when, after** 등)를 사용하여 종속절 + 주절의 형태로 만들기 (~할 때, ~한 후)

“ **As** he rushed into the room, he shouted at his sister.

3 위 문장을 분사구문으로 만들기  p. 50 참고

“ **Rushing** into the room, he shouted at his sister.

4 완성된 한 문장 뒤에 **-ing** 형태로 연결하여 동시동작, 동시상황(~하면서)과 연속동작(그리고 ~하다) 만들기

“ He rushed into the room **shouting** at his sister. (동시동작: 소리를 지르며)

“ He rushed into the room, **shouting** at his sister. (연속동작: 그리고 소리를 질렀다)

5 완성된 한 문장 뒤에 **to부정사**로 다음 문장을 연결하기 (~하기 위하여)

“ He rushed into the room **to shout** at his sister. (=To shout at his sister, he rushed into the room.)

### Sample Question 13

1. \_\_\_\_\_ customers become familiar with a product, complaints should drop sharply.

- (A) Some                      (B) Once                      (C) Even                      (D) Rarely

2. Whatever you can do \_\_\_\_\_ them will increase your chances of success.

- (A) to convince              (B) convinced              (C) convince              (D) is convincing

3. Our airline industry has been debilitated by the recent recession \_\_\_\_\_ an overreliance on discounting.

- (A) but                      (B) and                      (C) in addition              (D) so

# Practice Test 1

---

101. Please be noted that \_\_\_\_\_ for San Juan Island travel should be made 24 hours ahead without exception.  
(A) reserved  
(B) reserve  
(C) reserver  
(D) reservations
102. Badger Bus service between Madison and Milwaukee \_\_\_\_\_ everyday of the year, including weekends and holidays.  
(A) operates  
(B) operating  
(C) operate  
(D) operations
103. Dr. Gregas always ensures each of his patients \_\_\_\_\_ treatments best suited to their individual needs.  
(A) receive  
(B) receiving  
(C) receives  
(D) to receive
104. The Reno Nex-7000, a user-friendly DSLR camera with excellent 15-55mm lens, \_\_\_\_\_ clear and vivid images.  
(A) appears  
(B) results  
(C) creates  
(D) arises
105. Stacey was at work on a new project when Ann, her sister, \_\_\_\_\_ to confirm their dinner plan the following weekend.  
(A) call  
(B) calling  
(C) called  
(D) calls
106. It is worth your time to \_\_\_\_\_ the laws and regulations carefully to avoid penalties and other serious consequences.  
(A) comply  
(B) research  
(C) refrain  
(D) prohibit
107. Make sure that your passport will \_\_\_\_\_ on July 30 next year.  
(A) require  
(B) expire  
(C) collaborate  
(D) complete
108. Organizations in safety-sensitive industries are subject \_\_\_\_\_ additional rules and regulations.  
(A) with  
(B) for  
(C) by  
(D) to
109. Despite repeated requests from community members, City Council hasn't yet \_\_\_\_\_ funds for reconstruction of the old library.  
(A) allocated  
(B) initiated  
(C) purchased  
(D) revised
110. Our mission is \_\_\_\_\_ a multi-cultural global organization dedicated to improving the quality of life worldwide.  
(A) building  
(B) built  
(C) being build  
(D) being built

## Practice Test 2

---

101. The CEO suggested the new employees in the R&D department \_\_\_\_\_ during the holiday if necessary.  
(A) to work  
(B) work  
(C) working  
(D) will work
102. When he asked for a full refund, the customer service person \_\_\_\_\_ the revised refund policy to him.  
(A) refrained  
(B) sustained  
(C) explained  
(D) prevented
103. Since Max planned and implemented the project carefully, we chose \_\_\_\_\_ his project to the board members.  
(A) send  
(B) sending  
(C) to send  
(D) be sent
104. David will avoid \_\_\_\_\_ his supervisor until he finishes writing the quarterly sales report.  
(A) meeting  
(B) to meet  
(C) that he meets  
(D) met
105. If you consider \_\_\_\_\_ a career in the hospitality industry, be sure to study communication skills in a foreign language.  
(A) pursuit  
(B) pursue  
(C) to pursue  
(D) pursuing
106. The company regulation requires that all workers wear protective gears before \_\_\_\_\_ the construction site.  
(A) enters  
(B) to enter  
(C) enter  
(D) entering
107. Because both contestants performed so well, judges found \_\_\_\_\_ difficult to decide the winner of the contest.  
(A) that  
(B) it  
(C) its  
(D) this
108. We found one \_\_\_\_\_ in solving the problem although the financial situation of the company was getting worse.  
(A) option  
(B) opt  
(C) optional  
(D) optionally
109. The instructor in the workshop can teach people how to have \_\_\_\_\_ in themselves so that they make an effective presentation.  
(A) motivation  
(B) competition  
(C) confidence  
(D) responsibility
110. The citizens will elect him as a mayor since he has been committed to \_\_\_\_\_ the right thing under all circumstances.  
(A) do  
(B) does  
(C) doing  
(D) done

# Practice Test 3

---

101. It's advised that we adjust our prices and promote our extra features if we want to remain \_\_\_\_\_ in the market.  
(A) competitive  
(B) compete  
(C) competed  
(D) competition
102. Many of our office supplies are running \_\_\_\_\_ due to the change in accounting policies in effect since last week.  
(A) short  
(B) shorts  
(C) shortly  
(D) shortened
103. The criticism that Dr. Bergman made during the City Hall presentation last night seemed \_\_\_\_\_ to the point.  
(A) relevance  
(B) relevantly  
(C) relevancy  
(D) relevant
104. As soon as the position becomes \_\_\_\_\_, the first applicant will be notified immediately by e-mail.  
(A) vacantness  
(B) vacantly  
(C) vacant  
(D) vacancy
105. Our office supplies \_\_\_\_\_ to be adequate, given the relatively large orders we received this month.  
(A) examine  
(B) appear  
(C) deliver  
(D) return
106. In order to be \_\_\_\_\_ in this new business market, we expect our employees to adopt an excellent business mind-set.  
(A) successive  
(B) success  
(C) successful  
(D) succeed
107. I am sure that reduction in waiting time can also make your service more \_\_\_\_\_ to customers.  
(A) attracts  
(B) attractive  
(C) attracting  
(D) attraction
108. We provide publications to elderly people free of charge to allow them \_\_\_\_\_ informed about senior health issues and concerns.  
(A) staying  
(B) stayed  
(C) stay  
(D) to stay
109. Mr. May, the new director of the department, should be dedicated to \_\_\_\_\_ all of our business transactions.  
(A) archive  
(B) archiving  
(C) archived  
(D) archives
110. The chairman of the committee has finally agreed to renovate the office building to make it \_\_\_\_\_ to people with disabilities.  
(A) access  
(B) accessible  
(C) accessed  
(D) accessing

# Practice Test 4

---

101. It was a measure \_\_\_\_\_ to give the American steel industry time to reorganize in the face of unfair competition from abroad.  
(A) designed  
(B) designing  
(C) has been designed  
(D) which designed
102. Free leaflets and advice sheets \_\_\_\_\_ a range of topics can be picked up from the Resource Center at Cromwell Drive.  
(A) cover  
(B) covers  
(C) covering  
(D) covered
103. Applications \_\_\_\_\_ after the November 15 deadline will not be processed without exception.  
(A) receive  
(B) receiving  
(C) receives  
(D) received
104. Tickets to the museum's special exhibit \_\_\_\_\_ at least two days in advance on the Web site will be issued electronically.  
(A) oders  
(B) to order  
(C) ordering  
(D) ordered
105. With an unprecedented surge \_\_\_\_\_ electronic sales, economists are anticipating that the device-to-person ratio will soon surpass their predictions.  
(A) in  
(B) to  
(C) for  
(D) by
106. Keyhan Engineering has developed a state-of-the-art drainage system \_\_\_\_\_ to keep roads dry and stabilized during heavy rain.  
(A) designs  
(B) design  
(C) designing  
(D) designed
107. The warranty and technical support \_\_\_\_\_ with your Mico Compact-S700 will expire on July 30 next week.  
(A) will be provided  
(B) providing  
(C) provided  
(D) to provide
108. Ensure that you always use the tools \_\_\_\_\_ in the instructions and use eye protection when working with tools.  
(A) specified  
(B) specific  
(C) specifying  
(D) to specify
109. The first thing you need to understand is that parts \_\_\_\_\_ more than 20 kilograms are marked "Heavy" in red.  
(A) weigh  
(B) to weigh  
(C) weighing  
(D) weighs
110. The proposed electronic device will be made of parts \_\_\_\_\_ by our own factories unless otherwise noted.  
(A) to produce  
(B) produce  
(C) producing  
(D) produced

# Practice Test 5

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101. You need to know that recharging these batteries takes up to six hours, \_\_\_\_\_ you have to check them on a regular basis.  
(A) so  
(B) despite  
(C) which  
(D) in spite of
102. To attract more travelers, the travel agency launched a new product late last year \_\_\_\_\_ has been busy working on improving its service and lobbying investors.  
(A) when  
(B) to  
(C) because  
(D) and
103. \_\_\_\_\_ customers' complaints were getting serious, they decided to pay more attention to taking more care in monitoring quality.  
(A) Now  
(B) Despite  
(C) As  
(D) Because of
104. The guarantee is available to all customers who use Simo version 3.0 or higher \_\_\_\_\_ is covered under the Simo product warranty which is valid for 90 days after delivery.  
(A) while  
(B) then  
(C) and  
(D) which
105. The application review process can range from 4 to 6 weeks \_\_\_\_\_ the need and urgency of the recruitment.  
(A) because  
(B) depending on  
(C) that  
(D) including
106. \_\_\_\_\_ several committee members have been delayed, the audit report will be discussed later than planned at today's meeting.  
(A) Because  
(B) That  
(C) Despite  
(D) As of
107. Tickets to her upcoming live concert may be ordered in advance on the Web site \_\_\_\_\_ purchased upon arrival.  
(A) when  
(B) before  
(C) but  
(D) or
108. \_\_\_\_\_ in The Doctor Fund, either complete the online form or register in person at Ferguson Center no later than next Friday.  
(A) Enrolling  
(B) When enrolled  
(C) To enroll  
(D) With enrollment
109. Jason has the ability to categorize different types of documents, work independently preparing presentation materials, \_\_\_\_\_ carry out daily tasks easily.  
(A) so  
(B) while  
(C) when  
(D) and
110. You have a week to pay for the product, after which you'll be charged the late fees \_\_\_\_\_ the full amount is paid off.  
(A) with  
(B) until  
(C) in addition to  
(D) and





# 시제

- 과거 · 현재 · 미래 시제
- 진행 시제
- 완료 시제
- 주의해야 할 시제
- Practice Test 1
- Practice Test 2

# 1. 과거·현재·미래 시제

**TOEIC 포인트 8** 영어의 시제는 교착어인 한국어에 비해 많이 발달해 있다. 각 시제의 특징과 어형을 반드시 익히자.

구분	현재	과거	미래
단순	I <b>live</b> in London.	<b>lived</b>	<b>will live</b>
진행( <b>be ~ing</b> )	I <b>am living</b> in London.	<b>was living</b>	<b>will be living</b>
완료( <b>have+p.p.</b> )	I <b>have lived</b> in London.	<b>had lived</b>	<b>will have lived</b>
완료 진행( <b>have been ~ing</b> )	I <b>have been living</b> in London.	<b>had been living</b>	<b>will have been living</b>

**1** 현재, 과거, 미래와 각각 잘 어울리는 시점 부사에 유의한다.

구분	특징	잘 어울리는 부사(구, 절)
현재	직업, 소속, 현재 상태, 일반적 사실	usually, generally, frequently, daily, monthly, yearly, every day
과거	과거 시점의 상태, 과거 사실	last month[year], at one time, in + 연도, then, those days, a year ago, recently[lately](과거, 현재완료 시제에 모두 쓰임), as of + 과거 시점
미래	미래에 발생할 사실, 주어의 의지	next week, as of + 미래 시점, in the future, soon[shortly], later this week, sometime next week, starting[beginning] from + 미래

**2** will은 자발성, 의지(약속), be going to는 계획성이 내포되어 있다.

“ I **will** pick it up. (내가 받을게. → 순간적, 자발적 결정)

“ I **am going to** pick up the next call. (다음 전화는 내가 꼭 받아야지. → 미리 작정한 내용)

## Sample Question 1

- They are currently \_\_\_\_\_ job vacancies available in Canada.  
 (A) seeking                      (B) sought                      (C) being seeking                      (D) to be sought
- He \_\_\_\_\_ you the product-related information you requested when he gets it.  
 (A) is sending                      (B) sends                      (C) did                      (D) will send
- People \_\_\_\_\_ much more to make cell phone calls in the past.  
 (A) pays                      (B) has paid                      (C) have paid                      (D) paid

## 2. 진행 시제

1 진행 시제 관련 문제는 주로 be \_\_\_\_\_ ~ing의 형태에서 빈칸에 들어갈 부사를 고르는 문제가 많다.

“ Many companies are **currently undergoing** significant organizational change.

2 두 사건이 과거에 동시에 발생하고, 주절의 동사가 종속절의 동사를 간섭할 경우 종속절에는 과거 진행형을 쓴다.

“ When he (attended) **was attending** a meeting in New York, his wife called twice.

3 미래 진행 시제는 다음과 같은 경우 쓴다.

① 미래의 시점에 어떤 동작이 진행되고 있을 때: This time next month, I'll **be visiting** Seoul.

② 미래 시점에 발생할 것으로 확정되어 있는 경우: When **will** we **be arriving** at London?

③ 현재 일어나고 있는 일을 예측해서 말할 때: They'll still **be waiting** for you.

❖ 단순 미래와 미래 진행은 아래의 경우와 같은 차이가 있다.

① 단순 미래 상황: 직장에서 이번 일요일에 출근 가능한 사람을 찾고 있을 때

I **will work** on this Sunday. (이번 일요일에 내가 일할 수 있다는 정보만 전달)

② 미래 진행 상황: 아들이 이번 일요일에 야구장에 가자고 할 때 (위 ②의 예)

I **will be working** on this Sunday. (이번 일요일에는 내가 근무 중일 것이므로 시간이 안된다는 의미)

### Sample Question 2

1. While he \_\_\_\_\_ the email, the computer suddenly went off.

- (A) is writing                      (B) writes                      (C) was writing                      (D) wrote

2. He won't \_\_\_\_\_ any work while you are not here.

- (A) does                      (B) be doing                      (C) did                      (D) done

3. This time next week, I \_\_\_\_\_ Japan for the first time on business.

- (A) visit                      (B) will be visiting                      (C) am visiting                      (D) visited

### 3. 완료 시제

1 현재완료 시제는 어떤 동작 또는 상황이 두 개의 시점(과거, 현재)에 걸쳐 일어나는 경우에 쓴다.

① 과거부터 현재까지의 계속성: They **have been** in business (for 5 years / since 2009).

② 현재 시점에서 본 **경험의 유무**, 또는 과거의 다른 시점에서 **반복된 일**:

I **have (recently) been** to London, but I **have never been** to New York.

③ 현재 시점에서 본 과거 행위의 **완료** 또는 **성취**, 또는 현재까지 **완료되지 못한 일**:

The company **has (finally, just) released** a new model.

④ 현재 시점에서 본 **변화** 또는 **결과**: Her French **has improved** since she moved to Paris.

2 현재완료 진행 시제는 과거부터 현재까지 포함된 시간 부사(for two days, since last week 등)와 **recently, lately** 등과 함께 쓰여 과거에 시작된 일이 현재까지 진행되고 있음을 나타낸다.

“ They **have been working** on the project **since March**.”

3 과거완료 시제는 주어진 과거의 그 시점보다 먼저 일어난 동작, 상황에 대해 서술한다.

“ Only Lisa understood the lecture because she **had read** his book.”

4 미래완료 시제는 주어진 미래의 시점(또는 그 이전)에 어떤 행위가 완료된 상태를 말한다.

“ I **will have been** in London for six months by the time I leave. (주어진 미래 시점)”

#### Sample Question 3

1. They \_\_\_\_\_ the installation of the new sprinkler system by noon tomorrow.  
(A) complete                      (B) are completing                      (C) will be completed                      (D) will have completed
2. Our sales \_\_\_\_\_ since brand new products were introduced.  
(A) increase                      (B) had increased                      (C) have increased                      (D) will increase
3. I can always tell when my husband \_\_\_\_\_ too much because his hands start to shake.  
(A) was going to drink                      (B) has been drinking                      (C) had drunk                      (D) had been drinking

## 4. 주의해야 할 시제

1 시간, 조건 부사절에서는 미래 대신 현재, 미래완료 대신 현재완료 시제를 쓴다.

- “ I need to complete this report **before** my supervisor (~~will leave~~) **leaves** tomorrow.
- “ We will have finished our homework **by the time** they (~~will~~) **arrive**.
- “ We won't be able to go fishing tomorrow **if** it (~~will be~~) **is** raining.
- “ I look forward to hearing from you **as soon as** you (~~will~~) **arrive**.
- “ He will tell us everything **when** he (~~will~~) **has decided** to approve the proposal.

2 시제와 인칭에 관계없이 동사원형을 쓰는 경우

- ① 주장, 제안, 요구, 명령의 뜻을 가진 동사 + **that**절 + (**should**) + 동사원형  
ask, demand, request, require, tell, order, advise, recommend, propose, suggest

The government **has demanded** that the company (~~takes~~) **take** an unprecedented step which will strengthen the security of our customers.

- ② It ~ 이성적 판단 형용사 + **that**절 + 주어 + (**should**) + 동사원형  
natural, strange, necessary, right, important, proper, essential, imperative, difficult, hard, easy

Is it absolutely **necessary** that all business contracts (are) be in writing?

**문제풀이 TIP** **by the time**(그 때에는)은 판단의 근거가 되는 시점이며 아래의 경우가 자주 출제된다.

- **by the time** + 주어 + 현재 시제, 주어 + 미래완료 ~할 때쯤에는 ~를 했을 것이다 (부사절에서는 미래 대신 현재 시제)
- **by the time** + 주어 + 과거 시제, 주어 + 과거완료 ~했을 때에는 ~를 했을 것이다

### Sample Question 4

1. It is absolutely imperative that he \_\_\_\_\_ the installation by next week.  
(A) finish                      (B) finishes                      (C) will finish                      (D) is finishing
2. He was upset and demanded that the store \_\_\_\_\_ him a full refund immediately.  
(A) will give                      (B) gives                      (C) give                      (D) given
3. It was recommended that he \_\_\_\_\_ guidelines or a roadmap to help the city take the necessary steps.  
(A) had to develop                      (B) develops                      (C) has developed                      (D) develop

# Practice Test 1

---

101. Our tour guide repeatedly asked us to be very quiet while we \_\_\_\_\_ the beautifully land-scaped 15-acre property.  
(A) tour  
(B) toured  
(C) were touring  
(D) will tour
102. It is absolutely essential that people visiting our assembly line \_\_\_\_\_ a hard hat and other protective gears.  
(A) wears  
(B) are wearing  
(C) wear  
(D) to wear
103. Once the job requirements \_\_\_\_\_, we will decide who to interview for the store manager position.  
(A) reviewed  
(B) have reviewed  
(C) have been reviewed  
(D) will have been reviewed
104. As soon as the program \_\_\_\_\_ successfully installed, all staff members will be allowed to take time off to vote.  
(A) will be  
(B) has been  
(C) was  
(D) will have been
105. Melanie, known as the most adventurous woman on the mountain, \_\_\_\_\_ more by the time she turned twenty-six than most people do in their entire lives.  
(A) experienced  
(B) has experienced  
(C) has been experiencing  
(D) had experienced
106. His first novel \_\_\_\_\_ a big hit in the last year, so he is seriously considering publishing a revised version later this year.  
(A) was  
(B) has been  
(C) had been  
(D) be
107. I \_\_\_\_\_ my smartphone service suspended temporarily in the process of transferring to the branch office in Singapore.  
(A) have  
(B) had  
(C) has  
(D) has to have
108. By the time I finish writing this comedy, I \_\_\_\_\_ four comedies on SBC for the upcoming 2016-7 season.  
(A) will create  
(B) am creating  
(C) have created  
(D) will have created
109. The recipient will be able to withdraw this money from the account if the authorization \_\_\_\_\_ complete.  
(A) was  
(B) had been  
(C) will be  
(D) is
110. New immigrants from Asia and Latin America \_\_\_\_\_ cultural diversity to the American population in recent decades.  
(A) add  
(B) added  
(C) have added  
(D) had added

# Practice Test 2

---

101. It is necessary that every company \_\_\_\_\_ into consideration the national security of each country for its overseas investment.  
(A) take  
(B) takes  
(C) took  
(D) taken
102. Additional board meeting \_\_\_\_\_ last month to conduct the business of the board at the call of the chair.  
(A) has convened  
(B) is convened  
(C) is convening  
(D) was convened
103. The annual report of the College Store Association showed that college textbook prices \_\_\_\_\_ faster than inflation.  
(A) increased  
(B) have increased  
(C) had increased  
(D) are increasing
104. By the time Chris returned from the work, he found that someone \_\_\_\_\_ to break into his SUV parked in his backyard.  
(A) tries  
(B) tried  
(C) has tried  
(D) had tried
105. Professor Ellis will arrange to have an interview with the student as she \_\_\_\_\_ a letter of recommendation for her.  
(A) writes  
(B) will write  
(C) has written  
(D) write
106. To help students recognize their inner beauty, the local university \_\_\_\_\_ a humanity contest every year since 2015.  
(A) host  
(B) hosts  
(C) will host  
(D) has hosted
107. The country is experiencing an unprecedented demographic transition, the impact of which \_\_\_\_\_ significantly by sector.  
(A) will vary  
(B) vary  
(C) varied  
(D) have varied
108. It's a privilege, without doubt, that I \_\_\_\_\_ here with such talented people for three years by next week.  
(A) have been working  
(B) will work  
(C) have worked  
(D) will have worked
109. Once your business has started, you \_\_\_\_\_, sooner or later, the challenge of making it grow.  
(A) face  
(B) will face  
(C) will have faced  
(D) have faced
110. We \_\_\_\_\_ our business to accommodate a growing demand for a range of organic products in the last year.  
(A) expanded  
(B) have expanded  
(C) will have expanded  
(D) were expanding





# 수동태

- 여러 가지 수동태
- 주의해야 할 수동태 표현
- Practice Test

# 1. 여러 가지 수동태

**TOEIC 포인트 9** 수동태의 기본 구조는 be + 과거 분사이며 동사의 종류에 따라 특징을 가진다.

구분	3형식	4형식	5형식
기본 구조	주어 + <b>be</b> + <b>p.p.</b>	주어 + <b>be</b> + <b>p.p.</b> + 목적어	주어 + <b>be</b> + <b>p.p.</b> + 목적격 보어
예문	The car <b>was fixed</b> .	He <b>was given</b> the book.	He <b>was allowed</b> to go.

## 1 3형식(주어 + 동사 + 목적어) 문장의 수동태

- “ 현재: She always invites him to the party. → He **is always invited** to the party by her.
- “ 과거: She mailed the package. → The package **was mailed** by her.
- “ 현재완료: She has written the book. → The book **has been written** by her.

## 2 4형식(주어 + 동사 + 간접 목적어 + 직접 목적어) 문장의 수동태 ☞ p. 13 참고

- “ He gave me the book.  
→ I **was given the book**. (간접 목적어를 주어로 할 때: be + p.p. 다음에 직접 목적어가 쓰임)  
→ The book **was given to me** by him. (직접 목적어를 주어로 할 때: be + p.p. 다음에 전치사 + 간접 목적어가 쓰임)

## 3 5형식(주어 + 동사 + 목적어 + 목적격 보어) 문장의 수동태 ☞ p. 14 참고

- “ They asked him to do it again. → He **was asked to do** it again.
- “ They considered it a big success. → It **was considered a big success**.

❖ 5형식 능동태에서 목적격 보어로 쓰인 원형부정사는 수동태에서 to부정사로 바뀐다.

We saw him cross the road. → He **was seen to cross** the road.

### Sample Question 1

- People say that he was made \_\_\_\_\_ independent by his parents.  
(A) grow                      (B) growing                      (C) be grown                      (D) to grow
- Jane Peter, the late NASA scientist and astronaut, was \_\_\_\_\_ the Space Achievement Award last night.  
(A) granting                      (B) to grant                      (C) granted                      (D) to have granted
- You are \_\_\_\_\_ to file an income tax return if your income is above a certain level.  
(A) required                      (B) considered                      (C) eliminated                      (D) composed

**문제풀이 TIP** be동사 다음에 ~ing(능동태 진행형), p.p.(수동태) 선택은 동사를 파악한 후 결정

- He is \_\_\_\_\_ another run for mayor.  
① **considering**                      ② considered                      (3형식의 능동태 진행형 구조)
- Jeans are not \_\_\_\_\_ business casual.  
① considering                      ② **considered**                      (5형식의 수동태 구조)
- He was \_\_\_\_\_ the scholarship.  
① awarding                      ② **awarded**                      (4형식의 수동태 구조)

**4** 진행형 수동태: be + being + p.p.

“ The floor **is being vacuumed**.

**5** 완료형 수동태: have + been + p.p.

“ The floor **has been vacuumed**.

**6** 준동사의 수동태(to부정사, 동명사, 분사)

“ They expect the floor **to be cleaned** immediately. (to부정사의 수동태: to + be + p.p.)

“ Despite **being watched** by millions of viewers, it is not a good show. (동명사의 수동태: being + p.p.)

“ Some fruits are able to continue ripening after **being picked**. (분사의 수동태: being + p.p.)

 **Sample Question 2**

1. They believe the fire was intentionally set, and the incident \_\_\_\_\_ as a hate crime.  
(A) was investigating      (B) investigated              (C) will investigate              (D) is being investigated
2. Because the warranty has expired already, we are not \_\_\_\_\_ to replace your carpet.  
(A) granted                      (B) awarded                      (C) obligated                      (D) considered
3. Janifer was found to \_\_\_\_\_ a mistake by her supervisor.  
(A) make                              (B) have made                      (C) made                              (D) had made

## 2. 주의해야 할 수동태 표현

TOEIC 포인트 10 토익에 자주 출제되는 be + p.p. + 전치사 (by를 쓰지 않는 경우) 구문이 있다.

to	be attached to ~에 부착되다 be assigned to ~에 할당되다 be known to ~에 알려지다 be known for ~로 알려지다 be married to ~와 결혼하다 be engaged to ~와 약혼한 상태이다 be reduced to (크기, 역할 등이) ~로 줄어든 상태가 되다 be entitled to + 명사[동사] ~할 권리를 주다 be devoted to ~에 전념하다 be related to ~에 관련되다	at	be alarmed (frightened / startled / surprised / astounded / amazed) at ~에 놀라다
	with	be delighted[pleased] with ~에 즐거워하다 be acquainted with ~을 알다 be occupied with ~에 종사하다 be covered with ~로 덮여있다 be filled with ~로 가득차다 be satisfied with ~에 만족하다 be confused with ~에 대해 혼동하다 be faced with ~를 직면하다 be associated with ~와 관계가 있다 be endowed with ~을 타고나다	in
			of

- “ She **was once engaged to** her cousin.
- “ He **was endowed with** an unbelievable talent.
- “ The room **was equipped with** air-conditioning.
- “ They **are entitled to** cheap train tickets.

### Sample Question 3

- The new CEO of the company was \_\_\_\_\_ with an exceedingly quick mind.  
 (A) endowed                      (B) entitled                      (C) engaged                      (D) started
- People who are 65 or older are \_\_\_\_\_ to Medicare coverage.  
 (A) satisfied                      (B) engaged                      (C) entitled                      (D) caught
- The company has been interested \_\_\_\_\_ the subject in the last two decades.  
 (A) with                      (B) in                      (C) to                      (D) by

# Practice Test

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101. The prize \_\_\_\_\_ annually for the most distinguished children's book published in the previous year.  
(A) awards  
(B) is awarding  
(C) is awarded  
(D) will award
102. Surprisingly enough, Sharon \_\_\_\_\_ unanimously to be the head of the new public relations department.  
(A) chooses  
(B) chose  
(C) has chosen  
(D) was chosen
103. Birmingham Art Gallery is \_\_\_\_\_ a special event dedicated to the late Carson Miller, who used dotting in his works.  
(A) hosting  
(B) awarded  
(C) granting  
(D) provided
104. Not only was he surprised at the price increase, but he was also \_\_\_\_\_ at the poor maintenance of the greens and fairways.  
(A) baffled  
(B) pleased  
(C) engaged  
(D) composed
105. You are lucky to \_\_\_\_\_ those benefits, as the new policy took effect just a week before your employment was confirmed.  
(A) be received  
(B) will receive  
(C) be receiving  
(D) received
106. If your homepage on the web is poorly designed, you won't ever \_\_\_\_\_ seriously by your potential customers.  
(A) take  
(B) being taken  
(C) be taken  
(D) taken
107. It is said that instead of \_\_\_\_\_ into a nearby river, sewage is sent to a giant tank where the water is purified.  
(A) being dumped  
(B) dumping  
(C) being dumping  
(D) dumps
108. Jason \_\_\_\_\_ a hot deal by Crag Hanzer, the new CEO of Uber, under the promise of canceling the iron-bound conditions.  
(A) was offered  
(B) offered  
(C) was offering  
(D) have offered
109. Although you were highly recommended and we \_\_\_\_\_ to contact you, you were unable to provide a satisfactory answer we needed.  
(A) advised  
(B) were advised  
(C) have advised  
(D) are advising
110. The law firm representing alleged victims was found \_\_\_\_\_ false claims about the accident by a local newspaper reporter.  
(A) to be made  
(B) making  
(C) to have made  
(D) to make



Chapter

# 4

## 관계대명사

- 관계대명사의 종류
- 관계대명사의 생략과 계속적 용법
- Practice Test

# 1. 관계대명사의 종류

TOEIC 포인트 11 관계대명사절과 명사절의 차이를 이해해야 한다.

## 1 관계대명사절과 명사절의 차이

예문	문장 구조의 특징	구분
We are awaiting <b>verification that is an essential step to launching a new model.</b>	선행사 + 주격 관계대명사 + 동사	관계대명사절 (형용사절)
We are awaiting <b>verification that we asked for a week ago.</b>	선행사 + 목적격 관계대명사 + 주어 + 동사	
We are awaiting <b>verification that our new design meets legal specifications.</b>	명사 + 동격의 명사절 that + 완전한 문장	명사절
We <b>believe that their financial condition is strong.</b>	동사 + 목적절 that + 완전한 문장	
It is <b>true that he was not there alone.</b>	형용사 + 목적절 that + 완전한 문장	

## 2 주격 관계대명사: who, which

“ 선형사가 사람일 때: I have a friend **who** speaks English very well.

“ 선형사가 사람이 아닐 때: He has a book **which** is very expensive.

## 3 목적격 관계대명사: whom, which

“ 선형사가 사람일 때: She is the girl **whom** I met in the bus yesterday.

“ 선형사가 사람이 아닐 때: This is the book **which** he gave me yesterday.

❖ 관계대명사 **that**은 선형사가 사람이거나 사물일 때 모두 쓰인다.

### Sample Question 1

- Passengers \_\_\_\_\_ wish to have vegetarian meals will have to notify flight attendants before takeoff.  
(A) who (B) whom (C) whose (D) which
- Please refer to the attached agenda of tomorrow's seminar \_\_\_\_\_ you asked for.  
(A) then (B) that (C) what (D) when
- The problem arises principally from the economic situation \_\_\_\_\_ we have faced since 1998.  
(A) which (B) when (C) how (D) why

❖ 전치사의 목적격 관계대명사란?

The restaurant is closed. We usually go **to the restaurant**.

→ The restaurant **which** we usually go **to** is closed.

❖ 전치사는 관계대명사 앞에 둘 수 있다. (이 경우 관계대명사는 생략할 수 없다.)

The restaurant **to which** we usually go is closed.

4 소유격 관계대명사는 다음과 같이 3가지 형태가 있다.

예문	문장 구조의 특징
He stayed at a hotel. + He can't remember its name. → He stayed at a hotel <b>whose name</b> he can't remember.	선행사 + <b>whose</b> + 명사
He stayed at a hotel. + He can't remember the name of the hotel. → He stayed at a hotel <b>of which the name</b> he can't remember.	선행사 + <b>of which</b> + <b>the</b> 명사
He stayed at a hotel. + He can't remember the name of the hotel. → He stayed at a hotel <b>the name of which</b> he can't remember.	선행사 + <b>the</b> 명사 + <b>of which</b>

5 관계대명사 **what**(= 선행사 + 관계대명사)

구분	예문
주격	I don't like the thing. + The thing is going on. → I don't like <b>what</b> is going on.
목적격	I don't like the thing. + He has done the thing. → I don't like <b>what</b> he has done.
전치사의 목적격	I don't like the thing. + He is looking at the thing. → I don't like <b>what</b> he is looking at.

 **Sample Question 2**

- They have advertised a position for a personnel director \_\_\_\_\_ professional goals are compatible with their mid and long-term plans.  
(A) of which                      (B) that                              (C) who                              (D) whose
- Fila Sporting Goods is a company \_\_\_\_\_ quality is trusted by millions of customers.  
(A) which                              (B) their                              (C) whose                              (D) that
- There is no point in complaining about \_\_\_\_\_ is unavoidable.  
(A) that                              (B) what                              (C) which                              (D) whose

## 2. 관계대명사의 생략과 계속적 용법

### 1 관계대명사의 생략

① 목적격 관계대명사는 생략할 수 있으며 이 경우 전치사는 본래 위치로 간다.

She is the girl (~~whom~~) I met in the bus yesterday.

The restaurant ~~to which~~ we usually go is closed.

→ The restaurant we usually go ~~to~~ is closed.

❖ 관계대명사 **that** 앞에는 전치사를 쓸 수 없다.

Literature is a subject about (~~that~~) which I know little.

② 주격 관계대명사 + **be**동사는 생략할 수 있다.

The street was crowded with people (~~who were~~) trying to get to work.

There are many cars (~~which are~~) parked in front of the building

### 2 계속적 용법의 관계대명사: 선행사와 계속적 용법의 관계대명사 사이에 comma(,)가 있다.

“ Mr. Clark, **who** had no acquaintances there, had to stay the night at a hotel.

**문제풀이 TIP** 토익에 자주 출제되는 계속적 용법의 관계대명사 유형: many of which, none of which 등

- Hanson used to write down his ideas in form of brief sketches, \_\_\_\_\_ was intended for publication.

① none of which      ② that (계속적 용법에서는 that이 쓰이지 않는다.)

### Sample Question 3

1. There were dozens of post boxes, \_\_\_\_\_ were empty.  
(A) that                      (B) some of that              (C) most of which              (D) whose
2. Please indicate the extent \_\_\_\_\_ you agree or disagree with the following statements.  
(A) to which              (B) which              (C) that              (D) whose
3. We would like to welcome Dr. Smith, \_\_\_\_\_ made an excellent contribution by opening a branch office in Asia.  
(A) who              (B) which              (C) when              (D) that

# Practice Test

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101. Those \_\_\_\_\_ have made contributions to the development of public schools can be the candidate for the award.  
(A) who  
(B) which  
(C) whose  
(D) what
102. Steven Spielberg is the American director \_\_\_\_\_ films enjoyed both commercial and critical success.  
(A) that  
(B) which  
(C) whose  
(D) what
103. The presentation stage of the PPP model is the first phase during \_\_\_\_\_ the teacher extracts the required language forms.  
(A) whom  
(B) which  
(C) whose  
(D) it
104. We expected to have five job interviews, two of \_\_\_\_\_ were cancelled because the applicants didn't show up for the interview.  
(A) who  
(B) whom  
(C) them  
(D) which
105. PG Electronics launched a new project to adapt to a technology landscape \_\_\_\_\_ by mobile and other connected hardware.  
(A) which dominates  
(B) dominated  
(C) is dominated  
(D) has dominated
106. If an item \_\_\_\_\_ purchased in our store is defective, they can return it with a receipt valid within 30 days of purchase.  
(A) they  
(B) them  
(C) who  
(D) which
107. A conference hall \_\_\_\_\_ seating capacity is about three hundred was booked for the annual board meeting.  
(A) its  
(B) which  
(C) whose  
(D) that
108. The French restaurant \_\_\_\_\_ we are looking for is temporarily closed due to remodeling.  
(A) what  
(B) which  
(C) where  
(D) whose
109. The horrifying attack on the Manchester Arena last night left 22 people dead and hundreds injured, \_\_\_\_\_ were children.  
(A) which  
(B) some of who  
(C) many of whom  
(D) those
110. Referees in international matches shall wear a blazer the color of \_\_\_\_\_ is distinct from the colors worn by the contesting teams.  
(A) which  
(B) whose  
(C) that  
(D) those



Chapter  
**5**

# 분사

- 현재분사와 과거분사
- 분사구문
- Practice Test 1
- Practice Test 2

# 1. 현재분사와 과거분사

**TOEIC 포인트 12** 현재분사와 과거분사의 쓰임을 이해하기 위해서는 동사가 자동사인지 타동사인지를 먼저 파악해야 한다.

## 1 현재분사의 쓰임

① 진행형에 쓰인다.

Leaves **are falling**.

② 자동사의 현재분사는 진행, 예정을 뜻한다.

Leaves **are falling**. → **falling leaves** (진행: 떨어지는 나뭇잎)

③ 타동사의 현재분사는 수식되는 명사와 능동의 관계를 뜻한다.

The news **surprised** people. → **surprising news** (놀라운 소식)

## 2 과거분사의 쓰임

① 수동형에 쓰인다. (타동사)

Many people **were surprised** at the news.

② 완료형에 쓰인다.

They **have recently completed** the construction.

③ 자동사의 과거분사는 완료를 뜻한다.

Leaves **have fallen**. → **fallen leaves** (완료: 떨어진 나뭇잎, 낙엽)

④ 타동사의 과거분사는 수식되는 명사와 수동의 관계이다.

The news **surprised** people. → **surprised people** (놀란 사람들)

### Sample Question 1

1. Sign up to receive notification when \_\_\_\_\_ new auto show content becomes available.  
(A) exciting                      (B) excited                      (C) being excited                      (D) to be excited
2. Political decisions are inherently moral decisions that must be supported by \_\_\_\_\_ evidence.  
(A) compelling                      (B) compelled                      (C) compulsory                      (D) compulsion
3. I do not remember any national event \_\_\_\_\_ so many excited people.  
(A) involving                      (B) involved                      (C) involves                      (D) to be involved

### 3 토익 빈출 분사 표현

- “ **appointed** president 임명된 사장
- “ **challenging** job[task] 힘든 직업[임무]
- “ **existing** equipment[program, customer] 기존 장비[프로그램, 고객]
- “ **damaged** luggage 손상된 짐
- “ **demanding** job[position, customer] 까다로운[힘든] 직업[직책, 고객]
- “ **detailed** information[instruction, discussion] 꼼꼼한 정보[설명, 토론]
- “ **distinguished[established]** scholar 뛰어난 학자
- “ **leading** company 일류 회사
- “ **limited** time 제한된 시간
- “ **missing** child[luggage] 잃어버린 아이[ 짐]
- “ **injured** people 부상당한 사람들
- “ **outstanding** debts[balance] 채무 잔고
- “ **outstanding** player[achievement, success] 뛰어난 선수[업적, 성공]
- “ **promising[qualified]** candidate 유망한[적격의] 후보자
- “ **rewarding** experience[career, discussion] 보람있는[유익한] 경험[경력, 토론]
- “ **specialized** skill 특화된 기술
- “ **updated** manual 최신 메뉴
- “ **written** permission 서면 허가
- “ **as recommended[suggested, advised]** 권장한 대로[제안받은 대로, 충고대로]
- “ **unless accompanied by** ~이 수반[동반]되지 않는다면
- “ **Given that** S + V ~임을 감안할 때
- “ **Granted that** S + V ~임을 감안하더라도
- “ **Assuming that** S + V 가령 ~라면
- “ **Conceding that** S + V ~임을 인정하더라도
- “ **Provided that** S + V ~라고 한다면 (= **Providing that** S + V)

#### Sample Question 2

1. Seahorses, with their \_\_\_\_\_ and almost magical appearance, are simply a type of fish.  
(A) enchanting                      (B) enchanted                      (C) enchant                      (D) enchants
  
2. I wanted to share my \_\_\_\_\_ experience with all the people who were capable of helping others.  
(A) reward                      (B) rewarding                      (C) rewarded                      (D) rewardingly
  
3. QenFuel has been a \_\_\_\_\_ independent global supplier of aviation fuel for 17 years.  
(A) led                      (B) leads                      (C) leading                      (D) leader

## 2. 분사구문

**TOEIC 포인트 13** 분사는 동사처럼 완료시제, 수동태의 구조가 가능하므로 완료형 분사구문과 수동형 분사구문에 대한 이해가 중요하다.

### 1 부사절을 분사구문으로 바꾸는 방법

“~~After he finished~~ his lecture, he went out for a walk.

→ **Finishing** his lecture, he went out for a walk.

- ① 부사절의 접속사를 생략한다. (접속사를 생략하지 않기도 한다.)
- ② 부사절의 주어와 주절의 주어 that 동일할 경우에 부사절의 주어를 생략한다.  
(부사절의 주어와 주절의 주어 that 다른 경우에는 부사절의 주어를 생략하지 않는다.)
- ③ 부사절의 동사를 현재분사로 바꾼다.

### 2 분사구문의 형태

문장구조	예문
~ing 구문, 주절	시간(~한 후, 할 때), 이유(~하므로), 조건(~한다면), 양보(~하지만) <b>Finishing</b> his lecture, he went out for a walk. (= After he finished his lecture ~.)
주어, ~ing 구문, 동사	주어에 대해 부수적 설명의 기능을 가질 때 The man, <b>feeling</b> cold, asked me to turn on the heating. (= The man, as he felt cold, asked me ~)
주절, ~ing 구문	연속동작을 나타낼 때 He ran down to the bus stop, <b>arriving</b> just in time for the last bus. (= He ran down to the bus stop and arrived just in time ~)

#### Sample Question 3

1. After \_\_\_\_\_ a vehicle, they have to wait for a month to obtain the permit.  
(A) buying                      (B) bought                      (C) being buying                      (D) to buy
2. \_\_\_\_\_ widely, the flyer will attract and retain more customers.  
(A) Distributing                      (B) With distribution                      (C) When distributing                      (D) Distributed
3. Once \_\_\_\_\_, the restaurant will attract more customers.  
(A) relocating                      (B) relocated                      (C) relocation                      (D) to be relocated

3 분사구문의 부정: 분사 앞에 **not** 또는 **never**를 붙인다.

“ **Not having** enough money, I couldn't enjoy shopping. (나는 돈이 많지 않아서 쇼핑을 즐길 수 없었다.)

4 완료분사구문: **having** + 과거분사 (완료 분사구문은 주절의 시제보다 앞선 시제를 나타낸다.)

“ **Having read** the newspaper, I knew about the accident. (= As I had read the newspaper, ~)

“ **Having been written** in haste, the book has many typos. (= As it had been written in haste, ~)

5 묘사적인 부대상황: **with** + 목적어 + **-ing / (being) p.p. / (being) 형용사(구), 부사구**

각기 다른 두 개의 문장이 부대상황인 경우 이를 묘사적으로 표현할 때 이 형식을 취한다.

“ He can't speak. His mouth is full. → He can't speak **with his mouth (being) full**.

(상태를 나타내는 뒷 문장의 주어가 with의 목적어로 쓰인 것에 주의.)

“ He was sitting on the sofa **with a pipe (being)** in his mouth. (그는 파이프를 문 채 소파에 앉아 있었다.)

“ My sister often sleeps **with one eye (being)** open. (내 누이는 종종 한 눈을 뜬 채 잠을 잔다.)

“ He was buried **with his body (being) wrapped** in an American flag. (그는 성조기에 몸을 감싼 채 매장되었다.)

6 독립분사구문: 분사구문의 의미상 주어와 주절의 주어는 다른 경우 분사 앞에 주어를 밝혀 준다.

“ **The weather being fine**, they went fishing. (= As the weather was fine, they ~.)

“ **There being nothing** to do, she went to the movies. (= Because there was nothing to do, she ~.)

7 Being과 Having been의 생략

“ **Being written** in an easy style, the novel has many readers.

→ **Written** in an easy style, the novel has many readers.

 **Sample Question 4**

1. They are required to commit to a carbohydrate diet \_\_\_\_\_ training for the race.

- (A) when (B) as (C) at (D) that

2. Unless otherwise \_\_\_\_\_, all income is subject to tax.

- (A) excluding (B) exclusive (C) excluded (D) to exclude

3. No child shall be allowed out of the school during the day, unless \_\_\_\_\_ an adult.

- (A) they accompany (B) they are accompanying  
(C) they are accompanied (D) accompanied by

# Practice Test 1

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101. \_\_\_\_\_ a strong advocate of environmental protection, Ms. Jana was willing to refuse to accept jobs offered by many chemical firms.  
(A) Once having  
(B) Have once being  
(C) Having once been  
(D) Being once
102. \_\_\_\_\_ Jana is an internationally renowned expert, I think we may trust her professional advice on anti-aging.  
(A) Granted that  
(B) When  
(C) When assumed  
(D) Given that
103. People say that Michigan's property tax system is \_\_\_\_\_ due to a changed property tax calculation formula.  
(A) confuse  
(B) confusion  
(C) confusing  
(D) confused
104. Why don't you call the local tourist information center to find out the most \_\_\_\_\_ tourist attractions?  
(A) invitation  
(B) inviting  
(C) invited  
(D) being invited
105. When you make mistakes, don't feel \_\_\_\_\_ to look for the reasons behind those mistakes.  
(A) embarrassed  
(B) embarrassing  
(C) embarrassment  
(D) embarrass
106. \_\_\_\_\_ from a salmon cannery in Alaska, Hillary Clinton headed to Yale to attend its prestigious law school.  
(A) Firing  
(B) Fires  
(C) Being firing  
(D) Being fired
107. Vacation plans \_\_\_\_\_ to HR department may be denied to ensure coverage in the office during the holidays.  
(A) submit  
(B) submitted  
(C) submitting  
(D) is submitted
108. Students who participate in volunteering opportunities will soon find the volunteer work \_\_\_\_\_.  
(A) being rewarded  
(B) reward  
(C) rewarded  
(D) rewarding
109. We are pleased to invite you to visit our website if you're an \_\_\_\_\_ customer and looking for support around retirement.  
(A) exist  
(B) existing  
(C) existed  
(D) existence
110. He began playing the piano at age 10, \_\_\_\_\_ the styles of the musicians that traveled through the area.  
(A) copying  
(B) copied  
(C) being copied  
(D) was copying

# Practice Test 2

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101. Based on the number of defects discovered during each round of inspection process, we can estimate the number of defects still \_\_\_\_\_ in the product.  
(A) remained  
(B) to remain  
(C) remain  
(D) remaining
102. With the ceremony \_\_\_\_\_, the organizing committee is busy finalizing the last details.  
(A) approaching  
(B) approached  
(C) approaches  
(D) to approach
103. Renowned journalist and media entrepreneur Steven Morris published a book in April \_\_\_\_\_ a combination of quotes from interviews with various media outlets.  
(A) feature  
(B) features  
(C) featuring  
(D) featured
104. Multilingual Database allows users to translate a word or expression into \_\_\_\_\_ languages simultaneously.  
(A) multiples  
(B) multiplied  
(C) multiple  
(D) multiplling
105. The opening of a liaison office in Shanghai was cited as an \_\_\_\_\_ outcome of the business merger.  
(A) anticipating  
(B) anticipated  
(C) anticipation  
(D) anticipates
106. He reported, citing industry executives, that China was considering easing proposed quotas \_\_\_\_\_ at producing more electric vehicles.  
(A) aimed  
(B) aim  
(C) have aimed  
(D) aims
107. Please read an important announcement regarding the \_\_\_\_\_ registration fee for the the test to be held after March 1st 2017.  
(A) revising  
(B) revised  
(C) revisable  
(D) revisory
108. Any disregard of the officially scheduled activities will be deemed a violation of the rules \_\_\_\_\_ the use of facilities.  
(A) govern  
(B) to govern  
(C) governed  
(D) governing
109. The revised report contains clear and \_\_\_\_\_ instructions on constructing a tactile sensor using transparent silicone rubber.  
(A) detail  
(B) details  
(C) detailing  
(D) detailed
110. According to the report, the situation was caused by extraordinary effects \_\_\_\_\_ with the company's strategic alignment in the Chinese market.  
(A) associating  
(B) associated  
(C) to associate  
(D) in associating



Chapter

6

# to부정사와 동명사

- to부정사와 동명사의 성격
- to부정사와 동명사의 관용 표현
- Practice Test

# 1. to부정사와 동명사의 성격

TOEIC 포인트 14 to부정사와 동명사는 준동사로서 동사의 성격과 명사의 성격을 가지고 있다.

1 명사적 성격: 문장에서 주어나 보어, 목적어 역할을 한다.

① 주어, 주격 보어로 쓰인다.

To complete the construction is difficult. (주어로 쓰인 to부정사)

Studying online is very convenient. (주어로 쓰인 동명사)

The purpose of today's meeting is to discuss the issue. (주격 보어로 쓰인 to부정사)

What I like is travelling to other countries. (주격 보어로 쓰인 동명사)

② 3형식 동사의 목적어로 쓰인다.

She tried to tell him the truth, but she couldn't bring herself to do it. (목적어로 쓰인 to부정사)

She didn't mind being in the night air. (목적어로 쓰인 동명사)

③ to부정사는 5형식 동사의 목적격 보어로 쓰인다. ⇨ p. 14 참고

❖ 동명사를 목적어로 취하는 동사

delay, advise, allow, avoid, begin, can't stand, celebrate, deny, deserve, dislike, enjoy, forget, imagine, love, mention, neglect, postpone, prevent, prohibit, regret, remember, risk, start, support, tolerate, like, appreciate, can't bear, can't help, complete, consider, detest, discuss, escape, finish, hate, mind, practice, prefer, recall, resent, resist, stop, try, understand

“ They delayed leaving.

“ He advised going to college. (5형식에서는 to부정사를 쓴다.)

“ They allowed smoking outside. (5형식에서는 to부정사를 쓴다.)

“ He began talking immediately. (to부정사를 목적어로 써도 의미 차이가 없다.)

“ He can't stand waiting.

## Sample Question 1

1. The committee suggested \_\_\_\_\_ the northbound bus stop just to the south of its existing location.

- (A) to relocate                      (B) to be relocated                      (C) relocating                      (D) to be relocating

2. I would like \_\_\_\_\_ for a part-time job as a tour leader during my summer holidays.

- (A) to apply                      (B) applying                      (C) application                      (D) applied

3. \_\_\_\_\_ a donation, simply select the amount you wish to contribute below.

- (A) Making                      (B) Made                      (C) To have made                      (D) To make

- “ He denied **stealing** it.
- “ He deserves **being** in jail.
- “ I forgot **turning** the light off. (to부정사를 목적으로 쓸 경우 의미가 다르다.)
- “ We love **going** on vacation. (to부정사를 목적으로 써도 의미 차이가 없다.)
- “ He mentioned **having** dogs.
- “ I neglected **doing** my work. (to부정사를 목적으로 써도 의미 차이가 없다.)
- “ A polio vaccine prevents **getting** polio.
- “ They prohibit **parking** here.
- “ I regret not **being** there. (to부정사를 목적으로 써도 의미 차이가 없다.)
- “ I remember **hearing** it. (to부정사를 목적으로 쓸 경우 의미가 다르다.)
- “ He risked **losing** everything.
- “ We started **taking** walks. (to부정사를 목적으로 써도 의미 차이가 없다.)
- “ We don't tolerate **cheating**.
- “ I like **learning** languages. (to부정사를 목적으로 써도 의미 차이가 없다.)
- “ She appreciates **having** help.
- “ She detests **exercising**.
- “ He escaped **getting** married.
- “ She hates **being** alone. (to부정사를 목적으로 써도 의미 차이가 없다.)
- “ Do you mind my **smoking** there?
- “ We prefer **eating** early. (to부정사를 목적으로 써도 의미 차이가 없다.)
- “ He resents **being** left alone.
- “ I resist **eating** too much.
- “ He stopped **smoking**. (to부정사를 목적으로 쓸 경우 의미가 다르다.)
- “ He suggested **chewing** gum.
- “ We tried **eating** snails. (to부정사를 목적으로 쓸 경우 의미가 다르다.)

 **Sample Question 2**

1. It enabled us \_\_\_\_\_ a wider array of dishes for our customers to choose from.  
 (A) offer                      (B) to be offered                      (C) to offer                      (D) offering
  
2. As they couldn't ignore her repeated requests, they gave up \_\_\_\_\_ the new cooling system.  
 (A) develop                      (B) to develop                      (C) developing                      (D) being developed
  
3. They have to submit their annual reports before \_\_\_\_\_ with the president.  
 (A) interview                      (B) interviewed                      (C) interviews                      (D) interviewing

## 2 동사적 성격

① to부정사와 동명사는 시제를 가진다.

완료 부정사(to have p.p.), 완료 동명사(having p.p.)는 문장의 시제보다 앞선 사실을 나타낸다.

He seems to be a very fragile person psychologically.

(= It seems that he is a very fragile person psychologically.)

He seems to have been a very fragile person psychologically.

(= It seems that he was a very fragile person psychologically.)

He seemed to be a very fragile person psychologically.

(= It seemed that he was a very fragile person psychologically.)

He seemed to have been a very fragile person psychologically.

(= It seemed that he had been a very fragile person psychologically.)

I am proud of working for the company.

(= I am proud that I work for the company.)

I am proud of having worked for the company.

(= I am proud that I worked for the company.)

I was proud of working for the company.

(= I was proud that I worked for the company.)

I was proud of having worked for the company.

(= I was proud that I had worked for the company.)

② to부정사와 동명사는 태를 가진다.

수동 부정사 구조(to + be + p.p.), 수동 동명사 구조(being + p.p.)를 이해해야 한다.

I expect her to complete the work in one month. (나는 그녀가 그 일을 한 달 만에 끝내길 기대한다.)

I expect the work to be completed in one month. (나는 그 일이 한 달 만에 끝나기를 기대한다.)

### Sample Question 3

- Robert scanned the lobby quickly, in search of a comfortable place \_\_\_\_\_ for a while.  
(A) sitting                      (B) to seat                      (C) to sit                      (D) be seated
- His landlord seemed \_\_\_\_\_ the lock on the door this morning.  
(A) to be fixing                      (B) to be fixed                      (C) that he fixed                      (D) that he was fixing
- The fire at an Alccoco bar last week seems \_\_\_\_\_ either in the ceiling or on the main floor.  
(A) to start                      (B) to have started                      (C) to be starting                      (D) starting

③ to부정사와 동명사는 목적어, 보어를 가질 수 있다.

The purpose of today's meeting is **to discuss the issue**. (the issue는 to discuss의 목적어)

She has built herself a reputation for **being late**. (late는 보어)

④ to부정사와 동명사는 부사의 수식을 받는다.

It is necessary **to thoroughly review** all the terms of this agreement.

**3** to부정사의 의미상 주어는 for + 목적격, 동명사의 의미상 주어는 소유격으로 표시한다.

“ In order **for us to win**, we'll all have to try a little harder.

“ I am looking forward to **her returning** home.

**4** to부정사는 명사를 수식하는 형용사구 역할을 한다. ⇐ p. 18 참고

**5** to부정사의 부사적 용법: 완성된 문장 뒤에 쓰여 목적, 원인 등을 나타낸다.

① 목적: Susan has worked hard **to deal with** her dyslexia. (~하기 위하여)

② 원인: I am so glad **to be** back. (감정을 나타내는 동사나 형용사 다음에 쓰임)

③ 조건: I should be so glad **to be** back. (= I should be very glad if I could be back.)

④ 이유: I must be stupid **to think** you think I am stupid when you don't. (~하다니 ~하다)

⑤ 결과: About a year ago I awoke **to find** my phone service wasn't working. (~해서 ~하다)

⑥ 부사의 수식: **enough** + 명사 + to부정사, 형용사 + **enough** + to부정사, **too** + 형용사 + to부정사

He had **enough money to buy** a new one.

The structure is **strong enough to support** the weight.

She is much **too young to go** there alone.

#### Sample Question 4

- The facilitator arranged for the report to \_\_\_\_\_ and stapled before the meeting.  
(A) be duplicated      (B) duplicated      (C) duplicate      (D) being duplicated
- In order for the assembly line \_\_\_\_\_ effectively, they will need to hire more employees.  
(A) running      (B) to run      (C) will run      (D) runs
- We expect more rapid economic growth \_\_\_\_\_ by the new trade agreement.  
(A) facilitating      (B) to facilitate      (C) to have facilitated      (D) to be facilitated

## 2. to부정사와 동명사의 관용 표현

### 1 be + 형용사/전치사 + to부정사 구문

be (un)able to ~할 수 (없)있다 be about to 막 ~하려고 하다 be afraid to ~하는 것을 두려워하다 be apt to ~하기 쉽다 be bound to ~할 의무가 있다 be eager to ~하고 싶어하다 be easy to ~하기 쉽다 be eligible to ~할 자격이 있다 be entitled to ~할 권리가 있다 be qualified to ~할 자격이 있다 be difficult to ~하기 어렵다 be likely to ~하기 쉽다 be liable to ~하기 쉽다 be proud to ~해서 자랑스럽다 be supposed to ~하기로 되어 있다 be sure to 확실히 ~하다 be certain to 확실히 ~하다 be unwilling to ~하는 것을 꺼리다 be ready to ~할 준비가 되다 be willing to 기꺼이 ~하다 be reluctant to ~하기를 주저하다

- “ The shoulder **is apt to be** dislocated.
- “ The trees **are ready to grow** again.
- “ She **is certain to make** her dreams come true.

### 2 동명사의 관용 표현

on ~ing ~하자마자 it is no use ~ing ~해 봐야 소용없다 there is no ~ing ~하는 것은 불가능하다 cannot help ~ing ~하지 않을 수 없다 it goes without saying that + 주어 + 동사 ~은 말할 필요가 없다 far from ~ing 전혀 ~이 아닌

- “ I **cannot help smoking** when I have eaten a lot of food.

**문제풀이 TIP** 전치사 다음에 동명사를 고르는 유형의 문제가 자주 출제 된다.

- They decided to lower bus fares on several routes as a means of \_\_\_\_\_ more customers.
- ① attracting                      ② attractive                      (전치사 다음에 동명사)

### Sample Question 5

1. The proposed budget cuts were \_\_\_\_\_ severe to produce a successful marketing campaign.  
(A) too much                      (B) much too                      (C) so little                      (D) too little
2. She has grown up \_\_\_\_\_ her musical tastes to Broadway.  
(A) expand                      (B) expanded                      (C) to expand                      (D) to be expanded
3. The company auditor suggested \_\_\_\_\_ a compliance department to monitor daily expenditures.  
(A) that                      (B) setting up                      (C) to facilitate                      (D) to run

# Practice Test

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101. The effects of the new business tax laws, which are intended \_\_\_\_\_ local economic growth, may not be seen for years.  
(A) facilitating  
(B) facilitates  
(C) to be facilitated  
(D) to facilitate
102. The goal of the Customer Service Department is \_\_\_\_\_ all customer complaints in a timely and positive manner.  
(A) to resolve  
(B) resolves  
(C) resolution  
(D) for resolution
103. A number of candidates have been invited \_\_\_\_\_ for an opening in our branch office in Singapore for the position of Digital Content Specialist.  
(A) applying  
(B) to be applied  
(C) application  
(D) to apply
104. We want to extend our appreciation \_\_\_\_\_ the time and effort necessary to provide such insightful guidance.  
(A) of taking  
(B) for taking  
(C) being taken  
(D) to take
105. During the meeting, several board members suggested \_\_\_\_\_ Central Park further west, providing more room for the development.  
(A) to relocate  
(B) relocate  
(C) relocation  
(D) relocating
106. We are very excited \_\_\_\_\_ the opportunity to revise our manuscript, which we now entitle, "A Study of Competition in the U.S. Freight Railroad Industry."  
(A) to give  
(B) as given  
(C) to have been given  
(D) having given
107. We are in the process of \_\_\_\_\_ the layout of our entire homepage to make it more appealing to web visitors with a new look.  
(A) redesigns  
(B) redesigning  
(C) redesign  
(D) being redesigned
108. Many of the nurses and doctors in the hospital are truly dedicated to \_\_\_\_\_ life better for the patients who are not eligible for medicare.  
(A) make  
(B) making  
(C) be making  
(D) be made
109. After the accidental exposure of sensitive data, software developers were asked to \_\_\_\_\_ follow company security procedures.  
(A) attentive  
(B) be attentive  
(C) more attentively  
(D) being attentive
110. Despite the criticisms, the staff \_\_\_\_\_ to fight in support of the new policy that they think would be beneficial to everyone.  
(A) continued  
(B) accepted  
(C) kept  
(D) estimated





# 가정법

- 가정법의 종류 (1)
- 가정법의 종류 (2)
- Practice Test

# 1. 가정법의 종류 (1)

TOEIC 포인트 15 가정법과 조건문의 차이, 가정문의 시제에 따른 문장 구조를 익혀야 한다.

- 1 가정법이란? 말하는 사람의 마음 속에 떠오르는 가정, 의심, 소원, 주장 등을 나타내는 표현법으로 실제 사실과는 반대로 표현하는 것이다. 조건문과의 차이를 이해하여야 한다.

가정법: I would be glad if he came here. (그는 여기에 올 수 없는 것이 사실이고, 이 사실을 반대로 말해서 그가 여기에 올 수만 있다면 얼마나 좋을까의 의미)

조건문: I will be glad if he comes here. (그가 올지 못 올지 결정된 바 없으니 올 수도 있고 못 올 수도 있는 상황에서 그가 여기에 오면 좋더라는 의미)

- 2 가정법 과거: 현재 사실의 반대 (해석은 현재로 한다.)

구조	If + 주어 + 동사의 과거형 ~, 주어 + 조동사의 과거형(would 등) + 동사원형
예문	If I <b>knew</b> his address, I <b>could</b> write a letter to him.

현재의 사실은 As I don't know his address, I can't write a letter to him.(내가 그의 주소를 몰라서 그에게 편지를 못 쓴다.)이고 이 문장을 가정법으로 표현하면 '내가 그의 주소를 안다면 그에게 편지를 쓸 텐데'가 된다. If절 속에 동사의 과거형이 보이고 주절에 조동사의 과거형이 있으면 가정법 과거 문장이다.

❖ 조건절에 be동사가 쓰일 경우 인칭과 수에 관계없이 **were**를 쓴다.

If he **were** not sick, he **could** come to the party. (= He is sick, so he can't come to the party.)

## 📢 Sample Question 1

- If the equipment accidentally \_\_\_\_\_, it will stop working temporarily.  
(A) overheats                      (B) will overheat                      (C) overheated                      (D) had overheated
- If free public transport were available, people \_\_\_\_\_ their cars less frequently.  
(A) use                      (B) would use                      (C) used                      (D) were using
- How do you think Steve would react to this if he \_\_\_\_\_ in my position?  
(A) is                      (B) was                      (C) were                      (D) will be

**3** 가정법 과거완료: 과거 사실의 반대 (해석은 과거로 한다.)

구조	if + 주어 + had + p.p. ~, 주어 + 조동사의 과거형(would 등) + have + p.p.
예문	If I had known his address, I could have written a letter to him.

과거의 사실은 As I didn't know his address, I couldn't write a letter to him.(내가 그의 주소를 몰라서 그에게 편지를 못 썼다.)이고 이 문장을 가정법으로 표현하면 '내가 그의 주소를 알았다면 그에게 편지를 썼을 텐데'가 된다. If절 속에 과거완료 시제(had + p.p.)가 보이고 주절에 조동사의 과거형 + have + p.p.가 있으면 가정법 과거완료 문장이다.

**4** 가정법 미래: 미래의 일에 대한 강한 의심 (혹시 ~하다면)

구조	if + 주어 + should + 동사원형, 주어 + 조동사 + 동사원형 ~ (또는 명령문)
예문	If I should fail, I will try again and do it right next time. If anyone should call on me, tell him I am not here.

❖ 가정법 미래의 주절은 미래 시제 또는 명령문이 주로 쓰인다.

**5** 혼합 가정문: if + 주어 + had + p.p. ~, 주어 + 조동사의 과거형(could, would 등) + 동사원형 ~

대개 조건절이 과거 사실의 반대, 주절이 현재 사실일 때 이를 반대로 가정하면 '(그때) ~했더라면 (지금) ~할 텐데'가 된다. 주로 if절은 가정법 과거완료 시제, 주절은 가정법 과거 시제의 형태가 많다.

“ If he had taken my advice two years ago, he would be much richer now.

 **Sample Question 2**

- \_\_\_\_\_ it rain or snow tomorrow, the reception will be held indoors instead of Central Park.  
(A) If (B) Will (C) Were (D) Should
- If the problem had been solved earlier, we \_\_\_\_\_ the work on time.  
(A) will finish (B) had finished (C) finish (D) could have finished
- If they had worked on the project together, they \_\_\_\_\_ in any trouble now.  
(A) are not (B) were not (C) would not be (D) would not have been

## 2. 가정법의 종류 (2)

### 1 wish 가정법

wish + 가정법 과거: 문장의 시제와 사실의 시제가 동일할 때

wish + 가정법 과거완료: 문장의 시제보다 사실의 시제가 앞설 때

“ I am sorry it **is** not true. → I wish it **were** true.

“ I am sorry it **was** not true. → I wish it **had been** true.

### 2 if 생략과 도치: 가정법 미래와 과거완료 시제에서 접속사 if를 생략할 경우, 문장이 도치된다.

“ **Should** I fail, I will try again and do it right next time. (= If I should fail, ~)

“ **Had I known** his address, I could have visited him. (= If I had known his address, ~)

❖ 가정법 과거는 도치시키지 않으나 **were**가 쓰인 문장은 도치할 수 있다.

If he were my client, I would not recommend him the car. → **Were** he my client, ~

### 3 수, 인칭에 관계없이 that절 속에 (should) + 동사원형을 쓰는 경우 (이루어져야 한다는 바람을 담은 지시적 상황)

동사: ask, demand, request, require, order, advise, recommend, mandate, propose, suggest

형용사: important, desirable, essential, vital, imperative

They advised that he **not return** to work. (부정문의 경우 do not으로 쓰지 않고 not만 쓴다.)

It was **desirable** (that) she **go** to a school where French was taught.

❖ that절에 과거시제를 쓰면 사실을 서술하는 것이므로 가정적 의미가 없다.

She insisted that he **be** present. = She wanted him to be there. (바람을 담은 지시)

She insisted that he **was** present. = She knew that he really was there. (사실에 대한 서술)

### Sample Question 3

- \_\_\_\_\_ the missing parts not been delivered on time, they might have been two days behind schedule.  
(A) Had (B) Because (C) If (D) Have
- \_\_\_\_\_ you need any further information, please do not hesitate to contact me.  
(A) Had (B) In (C) Should (D) Because
- Had negotiations not broken off at the last minute, the company \_\_\_\_\_ with a larger one.  
(A) had merged (B) should merge (C) has merged (D) would have merged

# Practice Test

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101. He also suggested to the board that a business manager \_\_\_\_\_ immediately to help things run more smoothly and efficiently.  
(A) would hire  
(B) will hire  
(C) hires  
(D) be hired
102. It turns out that Donald Gates \_\_\_\_\_ even richer now if he'd done nothing or had just invested his inherited wealth in index funds since 2009.  
(A) would actually be  
(B) actually would have been  
(C) actually is  
(D) will actually be
103. If I had started planning the project earlier, I \_\_\_\_\_ more time I need to develop it more thoroughly now.  
(A) had  
(B) will have  
(C) would have  
(D) would have had
104. \_\_\_\_\_ you change your schedule, you can cancel your flight reservation online up to 3 hours after the booking was made.  
(A) Had  
(B) Could  
(C) For  
(D) Should
105. I \_\_\_\_\_ far harder for the Chinese Proficiency Test when I was in college to find a job in the global new market.  
(A) should have studied  
(B) had studied  
(C) studied  
(D) could study
106. If the government \_\_\_\_\_ a high tax on luxury cars, consumers will be restrained from buying them.  
(A) has placed  
(B) had placed  
(C) placed  
(D) places
107. Ms. Karen's maintenance team may work at the exhibit booth this weekend \_\_\_\_\_ additional staff be requested.  
(A) if  
(B) had  
(C) should  
(D) when
108. If the flight \_\_\_\_\_ on time, there would not have been any problem catching our connecting flight to Edinburgh.  
(A) left  
(B) had left  
(C) leaves  
(D) has left
109. \_\_\_\_\_ the support of volunteers, the event involving a very high degree of stress and anxiety would not have been possible.  
(A) Without  
(B) But  
(C) Once  
(D) Unless
110. If it hadn't been for his careful arrangement, the unexpectedly well-attended party \_\_\_\_\_ a dreadful failure.  
(A) has been  
(B) was  
(C) would have been  
(D) would be





# 명사와 대명사

- 명사
- 대명사
- Practice Test 1
- Practice Test 2

# 1. 명사

**TOEIC 포인트 16** 명사 관련 문제에서 의외로 오답이 많이 나온다. 명사 + 명사형의 복합명사 빈출 단어를 익혀야 하며, 명사의 속성에 대해서도 유의하여야 한다.

## 1 명사 자리: (관사 / 소유격) + (부사) + 형용사 + 명사

“ People were shocked at her awfully amazing decision. (그녀의 정말 놀라운 결정에 사람들이 충격을 받았다.)

**문제풀이 TIP** 소유격 다음에 명사, 명사 앞에 소유격, 명사 앞에 형용사를 찾는 문제가 자주 출제된다.

- Her husband is proud of her \_\_\_\_\_.  
① accomplish                      ② **accomplishments**                      (소유격 뒤 명사 자리)
- The company has to stop blaming \_\_\_\_\_ employees for their lack of confidence.  
① **its**                                      ② it's                                      (명사 앞 소유격 자리: the company's → its)
- We will review your plan to determine how \_\_\_\_\_ changes in the law affect you now.  
① **recent**                                      ② recently                                      (명사 changes 앞 형용사 자리)

## 2 복합명사: 두 개 이상의 명사가 하나의 명사처럼 쓰이는 경우

saving plan 예금 제도    baggage allowance 수하물 중량 제한    keynote address 기조 연설    consumer trend 소비자 트렌드    retirement party 은퇴식    bank transaction 은행 거래    training session 교육 기관  
job opening 일자리    contingency plan 긴급 사태 대비책    wholesale trade 도매업    retail outlet 소매업    office supplies 사무용품    product availability[launch, developer] 상품 입수 가능성[제품 출시, 제품 개발자]    security account 보안 계정    travel arrangement[expenses, itinerary] 여행 준비[경비, 일정]    workplace safety 작업장 안전    safety standards[gear, regulations, guidelines, directives, precautions] 안전 기준[장치, 규정, 지침, 수칙, 예방책]    employee productivity 직원 생산성    account information 계정 정보    consumer loan 소비자 대출

### Sample Question 1

1. Customer \_\_\_\_\_ surveys give you the insights you need to make better decisions.  
(A) satisfying                      (B) satisfaction                      (C) satisfied                      (D) satisfies
2. They asked for \_\_\_\_\_ of all the documents that need to be notarized.  
(A) duplicate                      (B) duplicating                      (C) duplicates                      (D) duplicated
3. His supervisor said that the monthly \_\_\_\_\_ schedule was well-ordered despite overwhelming opposition.  
(A) produced                      (B) production                      (C) products                      (D) productive

❖ 명사 + 명사로 쓰인 복합명사의 복수형은 뒤의 명사를 복수로 쓴다.

saving plan → saving plans

❖ 앞의 명사를 항상 복수형으로 쓰는 경우

clothes outlet 의류 할인 매장 customs clearance[regulations] 세관 통관[규정] accounts manager 경리부장, 계정 관리자 billiards player 당구 선수 news editor 뉴스 편집자 earnings figures 수익 금액 sales manager 영업부장 electronics company 전자 회사 awards ceremony 시상식

**3** 불가산 명사: 따로 분리해서 셀 수 없는 물질(substance), 개념(concept)과 관련된 명사

information 정보 advice 조언 consent 동의 equipment 장비 machinery 기계류 access 접근 luggage [baggage] 수하물 clothing 의류 furniture 가구 research 연구 employment 고용 merchandise 상품 negligence 태만, 부주의 money 돈

❖ 혼동하기 쉬운 가산·불가산 명사

가산 명사	dollar	view	suitcase	journey	battery	job	report	tip
불가산 명사	money	scenery	luggage	travel	electricity	work	information	advice

**4** 다른 품사로 혼동하기 쉬운 명사

adhesive 접착제 들러붙는 alternative 대안, 대체 가능한 것 대안적인 change 변화, 잔돈 변화하다 characteristic 특징 특유의 decline 하락, 쇠퇴, 감소 감소하다 capful 한 뚜껑의 분량 handful 움큼, 한줌 spoonful 한 숟가락의 분량 increase 증가 증가하다 initiative 주도권 objective 목적 객관적인 original 원본 원래의 permit 허가증 허가하다 measure 조치 측정하다 estimate 견적서, 추정 추정하다 feature 특징 특징으로 삼다 periodical 정기 간행물

Sample Question 2

- A little \_\_\_\_\_ indicated that the residents were satisfied with the new policy.  
(A) research (B) survey (C) study (D) forum
- The creative marketing \_\_\_\_\_ developed by Ms. Joan will be implemented immediately.  
(A) strategical (B) strategic (C) strategy (D) strategically
- They believe the advanced method can forecast \_\_\_\_\_ in the market.  
(A) buying trends (B) buy trend (C) buying trend (D) buyings trend

5 직업, 사람을 나타내는 명사: 주로 관사, 소유격 등의 한정사와 함께 쓰이며 복수형으로도 쓰인다.

“ an accountant, the accountant, many accountants

accountant 회계사 applicant 지원자 acquaintance 지인, 아는 사람 associate 동료 attendant 종업원, 승무원 attendee 참석자 authority 권위, 권위자, 당국 candidate 후보자 consultant 상담가, 자문 위원 delegate 대표자 executive (경영) 간부 professional 전문가 participant 참가자 substitute ~대신 (일)하는 사람, 대리자

6 -ing형 명사: 동명사처럼 보이지만 이미 명사로 굳어버려 뒤에 목적어를 가질 수 없으며, 보통 불가산 명사이므로 부정관사를 쓰지 않는다.

advertising 광고, 광고업 accounting 회계 banking 은행 업무 buying 구매 seating 좌석, 자리 opening 개막(식), 공식[빈자리] boarding 기숙, 탑승 findings (주로 복수로 씀. 연구의) 결과(물) funding 재정 지원, 자금 조달 handling (일의) 처리 helping (식사에서 한 번에 먹는) 양, 그릇 hiring 고용 offering (팔기 위한) 상품, 제 공하는 물건 marketing 마케팅 pricing 가격 책정 processing 프로세싱, 처리 housing 주택, 주거 planning 기획, 입안 walking 걷기 shipping 운송 testing 시험, 실험 serving 1인분 servicing 사후 정비, 서비스 spending 지출, 비용

❖ -ing형 명사 + 명사 형태의 복합명사도 가능하다.

advertising costs 광고비 buying trend 구매 성향 shipping rate 운송료 heating equipment 난방 기구

 Sample Question 3

- Thanks to his careful \_\_\_\_\_, we could finish the project successfully.  
 (A) to plan                      (B) planning                      (C) the plans                      (D) planner
- Ben discovered his company's \_\_\_\_\_ was skimming money from the business.  
 (A) account                      (B) accounts                      (C) accountant                      (D) accounting
- No one can deny that safe and efficient material \_\_\_\_\_ is essential in the workplace.  
 (A) handling                      (B) handles                      (C) handle                      (D) handled

## 2. 대명사

TOEIC 포인트 17 인칭대명사, 소유대명사, 재귀대명사, 지시대명사 관련 문제들이 자주 출제된다.

1 주어 자리에는 주격 인칭대명사, 목적어 자리에는 목적격 인칭대명사를 써야 한다.

“ After long consideration she has finally decided to ignore him.

2 소유격 대명사 + 명사의 구조에서 알맞은 소유격 대명사를 찾는 문제가 많이 출제된다.

“ Most companies have already started reducing their reliance on advertising.

3 소유대명사(~의 것)는 소유격 대명사 + 명사의 의미이므로 명사와 함께 쓰이지 않는다.

“ Fortunately I had helpful guides, but the final decision was mine.

❖ 명사 + of one's own 구문: 자기 자신의 ~(것)

She decided to resign from the CEO job to pursue a dream of her own.

4 재귀대명사: myself, yourself, himself, herself, itself, ourselves, yourselves, themselves

① 문장의 주어와 목적어가 동일할 때 목적어 자리에 재귀대명사를 쓴다

They gave themselves a 6% tax cut over the last 15 years.

② 주어 뒤 또는 문장의 끝에 쓰여 강조할 때 ‘직접, 몸소’ 의미로 쓰인다.

The owner himself greeted us with a big smile and seated us by the window.

③ 재귀대명사 관용구: **by oneself** 혼자서, **of itself** 저절로, **in itself** 그 (본질) 자체로는

### 📢 Sample Question 4

1. I am relieved that they know how to defend \_\_\_\_\_ against the lawsuit.

- (A) them                      (B) they                      (C) themselves                      (D) their

2. The company has revised \_\_\_\_\_ hiring policy recently.

- (A) it                      (B) it's                      (C) its                      (D) itself

3. Since my mother doesn't like to stay idle, she wants to start a business of \_\_\_\_\_.

- (A) her                      (B) her own                      (C) herself                      (D) itself

**5** **those:** 관계대명사절, 분사구, 전치사구 등의 수식을 받는다. (~하는 사람들)

“ Those who skip frequently are not healthy.

“ Those in favor of the project are beginning to speak out.

**6** **one ↔ it:** one(s)은 정해지지 않은 명사를 가리키는 부정대명사, it은 확정된 명사를 지시하는 대명사

“ The carpet was replaced with a new one, because it had some defects.

**7** **another, the other, the others, others**

another: (언급된 것 외에) 또 다른 하나

the other: (둘 이상 수 중에서) 나머지 하나

the others: (둘 이상 수 중에서) 나머지 전부

others: (수가 정해지지 않은) 다수, (사람을 나타낼 때) 타인

 **Sample Question 5**

1. The decision will be a great relief to \_\_\_\_\_ looking for fun ways to beat the summer heat.

- (A) those                      (B) they                      (C) themselves                      (D) theirs

2. Why should drivers use \_\_\_\_\_ turn signals well in advance of a turn?

- (A) their                      (B) theirs                      (C) themselves                      (D) they

3. Each leader of EU countries \_\_\_\_\_ going to have an economic summit meeting.

- (A) is                      (B) are                      (C) were                      (D) be

# Practice Test 1

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101. \_\_\_\_\_ is a service provided by a bank that allows its customers to conduct financial transactions remotely using a mobile device.  
(A) Mobile bank  
(B) Mobile banks  
(C) Mobile banking  
(D) A mobile banking
102. A recent study reveals that Dr. Bell's newly released program can reduce patient reliance on costly emergency room \_\_\_\_\_.  
(A) visit  
(B) visits  
(C) visiting  
(D) visited
103. In an effort to avoid further \_\_\_\_\_ in critical business data processing, SORTEK's management board decided to switch to a new server platform.  
(A) delaying  
(B) delays  
(C) delay  
(D) delayed
104. The \_\_\_\_\_ of heavy machinery should be left to professionals because of the new safety regulations.  
(A) operate  
(B) operating  
(C) operator  
(D) operation
105. Our \_\_\_\_\_ at Austin Architects is designing and building custom homes to your exact specifications, tastes, and precise needs.  
(A) specialty  
(B) special  
(C) specialized  
(D) specific
106. Some \_\_\_\_\_ displayed in the store is available at discounted prices, up to 60% off of list prices, for the next few days.  
(A) merchandise  
(B) refunds  
(C) advertising  
(D) machines
107. Although computers have become faster in performing their task, a quantum computer would have \_\_\_\_\_ far beyond those of any traditional classical computer.  
(A) capability  
(B) capable  
(C) capably  
(D) capabilities
108. Many retailers filed a complaint with the supplier claiming that the \_\_\_\_\_ dates on the face masks they ordered had already passed.  
(A) expire  
(B) expiring  
(C) expired  
(D) expiration
109. As some of the hotels listed below may offer airport shuttle services, you need to check with the hotel of your \_\_\_\_\_.  
(A) choose  
(B) choosing  
(C) choice  
(D) choosed
110. Mr. Lee said that although he was reluctant to raise interest rates, there was no \_\_\_\_\_ if the housing market was acting as the key driver of the recovery from the recession.  
(A) alternate  
(B) alternative  
(C) alternatives  
(D) alternating

# Practice Test 2

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101. Several manufacturers have already started producing even smaller portable devices, further reducing \_\_\_\_\_ weight and size.  
(A) their  
(B) its  
(C) it's  
(D) them
102. He said that it was a personal responsibility of \_\_\_\_\_ to give a more healthy Earth back to the future generations than the Earth he had received from his parents.  
(A) he  
(B) him  
(C) his  
(D) himself
103. We felt comfortable when every person there from the hostess to the owner \_\_\_\_\_ greeted us and made sure we were happy.  
(A) himself  
(B) he  
(C) his  
(D) him
104. Most CEOs think of a product launch as an event, the success of which could determine \_\_\_\_\_ company's survival.  
(A) them  
(B) those  
(C) its  
(D) their
105. \_\_\_\_\_ who purchase two or more tires from any brand will receive a 15% discount plus a complimentary oil change.  
(A) They  
(B) Everyone  
(C) Patron  
(D) Those
106. The 22-year-old student had to wait two hours to take \_\_\_\_\_ flight home after he was barred from boarding.  
(A) another  
(B) other  
(C) one  
(D) others
107. \_\_\_\_\_ are convinced that the currency values of China and other emerging markets will fall in the near future.  
(A) Neither  
(B) No one  
(C) Almost everyone  
(D) Few
108. \_\_\_\_\_ study on herbal medicines was possible through funding passed by the Hana Board of Supervisors.  
(A) He  
(B) Himself  
(C) His  
(D) Him
109. The company is seeking to differentiate \_\_\_\_\_ from its Chinese rivals in home appliances by releasing quality-improved products.  
(A) itself  
(B) it  
(C) them  
(D) themselves
110. The chairman of the Board prefers to schedule appointments \_\_\_\_\_ instead of having his secretary do it.  
(A) himself  
(B) him  
(C) his  
(D) to himself



# 형용사와 부사

- 형용사의 성격
- 부사의 성격
- 부사의 위치
- 자주 쓰이는 부사
- Practice Test 1
- Practice Test 2

# 1. 형용사의 성격

TOEIC 포인트 18 형용사의 위치, 역할, 특정 명사와 잘 어울리는 형용사 어휘 등을 많이 익힌다.

1 (관사 또는 소유격) + 형용사 + 명사: 형용사는 명사 앞에(가끔 뒤에) 쓰여 명사를 수식한다.

“ Thanks to his careful planning, we could finish the project successfully.

2 2형식에서 주격 보어로 쓰여 주어의 상태, 양태 등을 설명한다. ☞ p. 11 참고

“ You have the right to remain silent during the investigation.

3 5형식에서 목적격 보어로 쓰여 목적어의 상태, 양태 등을 설명한다. ☞ p. 14 참고

“ The horrifying attack last night left many people injured.

4 수량형용사

① **quite a few, a few, few** + 복수 명사, **quite a little, a little, little** + (불가산) 단수 명사

Quite a few people may have some problems with the new law. (많은 사람들)

She has little time remaining before the train leaves. (시간이 거의 없다)

② **a wide array / range / selection / variety of** + 복수 명사 (다양한 ~)

A variety of events were significantly associated with a number of physical conditions.

③ **lots of / a lot of / plenty of** + 가산 명사 / 불가산 명사

They have been using plenty of disposable paper coffee cups in the office.

Consumers have plenty of disposable income and leisure time.

## 📺 Sample Question 1

- \_\_\_\_\_ people used email as a primary way of communicating with friends, family, and co-workers then.  
(A) Quite a little      (B) Few      (C) A good deal of      (D) A large amount of
- The leaflet lists some online banking tips to keep your bank account \_\_\_\_\_.  
(A) security      (B) safe      (C) protection      (D) safeguard
- They announced that they had received \_\_\_\_\_ approval.  
(A) finally      (B) final      (C) finality      (D) finalize

5 형용사는 주로 **-ical, -ous, -ful, -able, -ish** 등으로 끝나지만 아래와 같이 다른 꼴로도 쓰인다.

conducive (to) ~에 도움이 되는 cooperative 협조적인 diverse 다양한 consecutive 연이은 distinct 뚜렷한 definite 명확한 adequate 충분한, 적절한 accurate 정확한 complete 완성된 deliberate 고의적인 delicate 섬세한 appropriate 적절한 windy 꼬불꼬불한 thorough 철저한

6 명사 + **ly**는 형용사이다. 날씨 관련 형용사는 명사에 **-y**만 붙인다.

timely 시의적절한, 시기가 잘 맞는 costly 비싼 orderly 질서 정연한 friendly 친근한 daily 매일의 weekly 주마다의 quarterly 분기별의 monthly 매 월의 yearly 해마다의 windy 바람이 많이 부는 snowy 눈이 많이 오는 rainy 비가 많이 오는 misty 안개가 자욱한 foggy 안개가 낀 cloudy 구름이 낀

7 혼동하기 쉬운 형용사

advisory 자문하는, 고문의 it is advisable to ~이 바람직하다 beneficial 유익한, 이로운 beneficiary 도움을 베푸는, 선을 베푸는 benevolent 자애로운 competitive 경쟁력을 갖춘, 경쟁이 심한 comparable 비교가 되는, 비슷한 competent 유능한 be considerate of ~를 배려하다 considerable 상당한 respectful 존경심을 보이는 respectable 존경할 만한 respective 각자의, 각각의 informative 유익한 informed 정보에 입각한, 정보를 받는 successful 성공적인 successive 연속적인 favorite 좋아하는 favorable 호의적인 credible 믿을 만한 credulous 잘 믿는(속는) distinguished 저명한 distinguishable 구별이 가능한 be reliant on ~에 의존하다 reliable 신뢰가 가는, 믿을 만한 be confident of ~을 자신하다 confidential 비밀의 profitable 이익이 많은 proficient 능숙한 economic 경제와 관련된 economical 돈을 절약하는(경제적인) be responsible for ~에 책임이 있다 be responsive to ~에 응답하다

 **Sample Question 2**

- Many people credit this \_\_\_\_\_ success to the ability to drastically cut selling costs.  
(A) amazing (B) agreeably (C) creating (D) reliable
- The mediator said that Mr. Hindly had never been \_\_\_\_\_ throughout the whole negotiation.  
(A) cooperate (B) cooperative (C) cooperatively (D) cooperated
- To succeed and stay \_\_\_\_\_ in the market, we need a few key growth strategies.  
(A) competent (B) comparable (C) competitive (D) competing

**8** 분사형 형용사: 현재분사(-ing), 과거분사(-ed)가 형용사로 고착된 경우이다.

encouraging 격려하는, 힘을 북돋우는 lasting 능숙한 remaining 남아있는 missing 없어진, 빠진 rewarding 보람 있는 deteriorating 악화되는 outstanding 뛰어난 qualified 자격을 갖춘 repeated 반복되는 limited 제한된 established 확립된, 입지를 견고히 한, 성공한

❖ 토익 빈출: 형용사 + 명사의 조합

accrued interest 경과 이자 a keen interest 첨예한 관심 corporate lawyer 기업 변호사 fiscal law [policy, year, reform] 회계법 [국가 재정 정책, 회계 연도, 세제 개혁] marginal increase 미미한 증가 applicable approach [procedure, property] 적용 가능한 접근 방식 [절차, 특성] dramatic change 급격한 변화 existing customer [equipment] 기존 고객 [장비] protective device [glasses, gear, equipment, tariffs, packaging] 보호 장치 [보호 안경, 보호 장구, 보호 장비, 보호 관세, 보호 포장(물)] natural disasters [resources, touches, fabrics] 자연 재해 [자원, 자연의 느낌, 자연 섬유] heavy traffic [drinking, smoking, fines, burden] 교통 체증 [과음, 과도한 흡연, 과도한 벌금, 과도한 부담]

 Sample Question 3

- Many people believe tablet computers shouldn't become the \_\_\_\_\_ way students learn in class.  
(A) incentive                      (B) consensus                      (C) primary                      (D) accessible
- The Education Reform Bill required public school teachers to include \_\_\_\_\_ points of view.  
(A) opposing                      (B) annoying                      (C) controversy                      (D) consecutive
- The company has decided to invest a \_\_\_\_\_ amount of time and money to double their sales next year.  
(A) considering                      (B) considerate                      (C) considered                      (D) considerable

## 2. 부사의 성격

TOEIC 포인트 19 부사의 위치 및 특정 부사와 잘 어울리는 형용사, 동사를 많이 알아야 한다.

부사는 형용사 + ly의 형태를 취하며 문장에서 다음과 같은 역할을 한다.

1 동사, 준동사(to부정사, 동명사, 분사)를 수식한다.

“ Fill out the form completely. (동사 수식: 완전히 기입하다)

“ Don't forget to fill out the form completely. (to부정사 수식: 완전히 기입하는 것)

2 형용사를 수식한다.

“ They could schedule a mutually agreeable time. (형용사 수식: 서로 동의하는)

3 문장 내의 다른 부사를 수식한다.

“ You may be ticketed for impeding traffic by driving too slowly. (부사 수식: 너무 천천히)

4 주로 문장 앞에서 문장 전체를 수식한다.

“ Unfortunately, the item is no longer available. (문장 전체 수식: 아쉽게도 ~하다)

5 강조의 역할

“ You should reserve a hotel room well in advance of your arrival. (in advance를 강조: 훨씬 전에)

### Sample Question 4

1. He has written \_\_\_\_\_ on the effect of corporate strategy.  
(A) extensively (B) extent (C) extensive (D) extensiveness
2. Tickets had been sold out \_\_\_\_\_ in advance of the performance.  
(A) so (B) well (C) such (D) much
3. The number of \_\_\_\_\_ damaged residences in the devastated areas is likely to rise.  
(A) substance (B) substantial (C) substantially (D) substances

### 3. 부사의 위치

1 주어 + 부사 + 일반동사

“ He believed most people willingly accepted a social contract.

2 진행형 구문: be + 부사 + ~ing

“ They have been eagerly awaiting reports from the Council.

3 수동태 구문: be + 부사 + 과거분사, be + 과거분사 + 부사

“ The new hospital could not be more conveniently located.

4 완료시제 구문: have + 부사 + 과거분사

“ TQM has steadily become more popular since the early 1980s.

5 자동사 + 부사

“ Car insurance costs have risen significantly over the past two years.

6 타동사 + 목적어 + 부사

“ Make sure you inspect your septic tank regularly.

7 조동사 + 부사 + 일반동사

“ A massive Starbucks store will soon open in Italy.

 Sample Question 5

- Using mobile phone inside the venue is \_\_\_\_\_ prohibited.  
(A) rapidly                      (B) adversely                      (C) sharply                      (D) strictly
- They \_\_\_\_\_ objected to the proposed sale of alcoholic beverages at publicly owned facilities.  
(A) strongly                      (B) securely                      (C) generously                      (D) heavily
- The terms of the agreement should be fully and \_\_\_\_\_ stated orally or in writing.  
(A) punctually                      (B) explicitly                      (C) conveniently                      (D) widely

## 4. 자주 쓰이는 부사

### 1 자동사구에 잘 어울리는 부사: 동사 + 부사 + 전치사

- “ Facebook users can **reply directly to** comments left on their page.
- “ You need to **respond promptly to** any requests from customers.
- “ Small businesses **rely heavily on** long-term financing.

### 2 특정 형용사와 잘 어울리는 부사: 부사 + 형용사

- “ Building a strong team is both possible and **remarkably simple**.
- “ A **recently conducted** drug survey showed an increase in use of drugs and alcohol.
- “ The cost of health care is becoming an **increasingly important** factor for all of us.

### 3 강조의 의미 부사: well / much / even / too

- “ Please let us have the text of your paper **well** in advance.
- “ The box was **much** too heavy for me.
- “ My dog pees and poops in the house **even** after we take him outside.

- ❖ **even, much, still, far** + 비교급
- ❖ **by far, much, the very** + 최상급
- ❖ **much too** + 형용사 ↔ **too much** + 명사

### Sample Question 6

- Referring to the illustration will \_\_\_\_\_ help you identify the parts of the camera.  
(A) steadily                      (B) approximately                      (C) definitely                      (D) eagerly
- Consumer prices decreased \_\_\_\_\_ as a result of the depression in 2009.  
(A) hardly                      (B) radical                      (C) inclusively                      (D) drastically
- This candle will \_\_\_\_\_ be a hot item for keeping your house smelling like heaven.  
(A) definite                      (B) may                      (C) most like                      (D) probably

**4** 시간 부사: **already / soon / still / yet** (아래 예문에서 의미의 차이와 부사의 위치 확인)

- “ I haven’t finished it **yet**. I have **yet** to finish it. It is **yet** to be finished.  
 “ I have **already** finished my homework. I **still** haven’t done my homework.

**5** 접속부사

종류	부사	
양보	그러나, ~에도 불구하고	however, nevertheless, nonetheless, notwithstanding
인과	따라서, 결과적으로	accordingly, therefore, consequently, as a result, hence, thus, in conclusion(결론적으로)
부가	더욱이, 게다가	besides, moreover, in addition, furthermore, above all
전환	이에 반대로, 반대로	contrarily, on the contrary, in contrast, on the other hand
연속	그 다음에, 그 후에	then, thereafter, afterwards, subsequently
기타	사실상 그렇지 않으면 ~ 대신에 한편	indeed, in fact otherwise instead meanwhile

- “ We have different backgrounds. **Accordingly** we will have different futures.  
 “ I felt like crying, but I managed to smile **instead**.  
 “ If it rains, **then** there will be no picnic.  
 “ He left; **thereafter** we never met again.

**6** so + 형용사, 부사 + that절: 아주 ~해서 ~하다

- “ The political situation was **so critical that** the government declared the state of siege.

 **Sample Question 7**

- The extent to which she will be involved in the project is \_\_\_\_\_ to be determined.  
 (A) seldom (B) ever (C) yet (D) too
- As you no doubt know by now, she is \_\_\_\_\_ the best executive in the company.  
 (A) instead (B) by far (C) pretty (D) well
- The smartphone with a leather cover was \_\_\_\_\_ recommended by the sales representative at the store.  
 (A) significantly (B) increasingly (C) overwhelmingly (D) highly

❖ be + 부사 + 과거분사 빈출 표현

	부사	과거분사
be	specifically 분명하게, 상세하게 clearly 확실하게 expressly 명백하게 explicitly 명쾌하게 implicitly 암시적으로	mentioned 언급되다 stated 기술되다 declared 선언되다
be	conveniently 편리하게 tentatively 잠정적으로	located 위치하다 scheduled 일정이 잡히다

❖ 동사 + 부사 빈출 표현

동사	부사
increase 증가하다 decrease 감소하다 rise 오르다 fall 내리다 improve 향상되다 grow 성장하다 expand 확장하[되]다	abruptly 갑자기, rapidly 급속히 sharply 급격하게, drastically 대폭적으로 dramatically 극적으로, gradually 점진적으로 slightly 미미하게, noticeably 뚜렷하게 steadily 꾸준히 considerably 많이, 상당히 substantially (주로 양) 상당히, 대체로 significantly (두드러지게) 아주, 상당히

 Sample Question 8

- Unless explicitly stated \_\_\_\_\_, all rights are owned by YSU.  
(A) therefore                      (B) however                      (C) moreover                      (D) otherwise
- We have to figure out what their plans are and act \_\_\_\_\_.  
(A) accordingly                      (B) according                      (C) accordance                      (D) accordable
- Our regular service is scheduled for next week. \_\_\_\_\_, we can adjust our dates according to your availability.  
(A) In contrast                      (B) Notwithstanding                      (C) And so                      (D) Indeed

# Practice Test 1

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101. While small startup companies rely on the skills of a small core team, \_\_\_\_\_ companies adopt outsourcing as an essential business strategy.  
(A) confidential  
(B) established  
(C) domestic  
(D) private
102. Recent college graduates are favoring a job that offers an environment \_\_\_\_\_ to professional growth and career development.  
(A) conducive  
(B) associated  
(C) focused  
(D) pursuant
103. In this type of resume your jobs are listed in reverse \_\_\_\_\_ order with your current, or most recent job, first.  
(A) limit  
(B) limiting  
(C) applicable  
(D) chronological
104. The sale includes many discounted and \_\_\_\_\_ edition products available only during this sale, so don't miss your chance.  
(A) limit  
(B) limits  
(C) limiting  
(D) limited
105. The employee found it \_\_\_\_\_ to perform the job physically because of the lack of time.  
(A) difficult  
(B) difficulty  
(C) difficultly  
(D) differ
106. Each umbrella is fitted with a tag that lists \_\_\_\_\_ information on when and where it was found.  
(A) detail  
(B) detailed  
(C) detailing  
(D) details
107. They are struggling every day to cope with millions of \_\_\_\_\_ items in Tokyo's Lost and Found center.  
(A) comprehensive  
(B) unclaimed  
(C) accurate  
(D) specific
108. Air Roman exercises extreme care to ensure that packages containing \_\_\_\_\_ food items are adequately protected against leakage and contamination from other cargo.  
(A) disappearing  
(B) decomposable  
(C) perishable  
(D) fragile
109. For this weekend only, with \_\_\_\_\_ purchase of \$100 or more, you'll receive a free set of car window shades to keep your parked car cooler under direct sunlight.  
(A) all  
(B) some  
(C) every  
(D) most
110. Foreign fishing vessels wishing to enter a port will be required to request permission from \_\_\_\_\_ ports ahead of time.  
(A) restricting  
(B) descending  
(C) fortified  
(D) designated

# Practice Test 2

---

101. Creating an industrial complex may do more harm than good by \_\_\_\_\_ damaging the environment.  
(A) severely  
(B) serious  
(C) especial  
(D) exclusively
102. Some of the employees have not \_\_\_\_\_ attended the training session for the new timesheet software.  
(A) still  
(B) yet  
(C) already  
(D) sometimes
103. He forgot to backup his files and \_\_\_\_\_ he lost all of his data when he lost his USB flash drive.  
(A) that  
(B) nevertheless  
(C) consequently  
(D) otherwise
104. Although he offered a \_\_\_\_\_ convincing explanation for his absence from school, the teacher didn't believe him.  
(A) sufficiently  
(B) actually  
(C) gradually  
(D) abruptly
105. If you still have questions about the budget planning, I can take some time to see you \_\_\_\_\_ after the meeting.  
(A) closely  
(B) nearly  
(C) fast  
(D) shortly
106. Fisher's first novel was a big hit, so he republished a \_\_\_\_\_ revised version of the original text.  
(A) strictly  
(B) slightly  
(C) securely  
(D) steadily
107. Sales to Japan account for \_\_\_\_\_ 30 percent of our exports these days and it will increase more next year.  
(A) nearing  
(B) near  
(C) nearly  
(D) neared
108. Diet programs are \_\_\_\_\_ prevalent that choosing a diet that's right for you is getting extremely difficult.  
(A) such  
(B) so  
(C) even  
(D) well
109. The recycling program sponsored by the district office allows its residents to \_\_\_\_\_ recycle their used products.  
(A) unexpectedly  
(B) highly  
(C) reversely  
(D) affordably
110. I had my smartphone service suspended \_\_\_\_\_ in the process of transferring to the branch office in Singapore.  
(A) substantially  
(B) temporarily  
(C) gradually  
(D) completely

# MEMO

A series of horizontal dotted lines for writing.

Chapter  
**10**

# 접속사와 전치사

- 접속사와 전치사 비교
- 주의해야 할 전치사
- Practice Test

# 1. 접속사와 전치사 비교

TOEIC 포인트 20 접속사와 전치사의 역할의 차이를 이해하고 관용적 전치사구를 많이 익혀 둔다.

1 접속사는 주어와 동사를 갖춘 절 앞에 쓰여 다른 절과의 연결 역할을 한다.

- “ Don't forget to turn the lights off you leave. (X)
- “ Don't forget to turn the lights off before you leave.

2 상관접속사: 두 개 이상의 단어가 짝을 이루어 의미 단위를 형성한다. 상관접속사가 주어 자리에 있을 경우 동사의 수 일치에 주의한다.

상관접속사	동사
both A and B	+ 복수동사
neither A nor B	동사에 가까운 명사가 주어 (긍정문의 경우 B, 의문문의 경우 A가 주어이다.)
either A or B	
not only A but (also) B	

- “ Either my father or my brothers are going to sell the house.
- “ Neither my brothers nor my father is going to sell the house.
- “ Are either my brothers or my father responsible?
- “ Is either my father or my brothers responsible?

❖ A as well as B 구문에서 주어는 항상 A이다. (as well as B는 부사구)

## 📢 Sample Question 1

1. Is there any possibility \_\_\_\_\_ you could reschedule the regular meeting?  
 (A) of                      (B) which                      (C) that                      (D) when
2. \_\_\_\_\_ a book or a few magazines are good to bring along when traveling.  
 (A) Either                      (B) Both                      (C) Neither                      (D) As well as
3. They received a message that a shipment of 10 items was damaged \_\_\_\_\_ transit.  
 (A) through                      (B) in                      (C) for                      (D) while

3 전치사는 명사 앞에 쓰여 시간, 장소, 방향, 이유 등을 나타내는 부사구로 쓰이거나 앞의 단어와 뒤에 오는 명사를 관련지어 주는 역할을 한다. (한국어의 조사는 명사 뒤에 쓰여 이러한 역할을 하므로 후치사로 볼 수 있다.)

“ All children go school. (x) → All children go to school.

“ They are danger. (x) → They are in danger.

4 같은 의미의 전치사와 접속사: 보기 중 전치사와 접속사가 함께 있을 때, 빈칸 뒤의 문장 구조를 살펴 보아야 한다.

	접속사 + 주어 + 동사	전치사 + (동)명사
~동안	while ( + -ing도 가능)	during + 명사, for + 숫자 + 명사
~하자마자	as soon as	upon -ing, on -ing
~라면, 한다면	if, in case (that)	in case of
~(이기) 때문에, 덕분에	because, since, now that	because of, due to, owing to, thanks to
~에도 불구하고	though, although, even though, whereas(~하는 반면에)	despite, in spite of, notwithstanding

5 or else는 '그렇지 않으면 ~하다'의 뜻으로 쓰이는 접속사이다.

“ Doctors should follow the guidelines or else they run the risk of being sued.

 Sample Question 2

- We apologize \_\_\_\_\_ this has caused you any inconvenience and difficulty.  
 (A) for (B) if (C) once (D) although
- Dr. Mahyer demanded the patient's operation be delayed \_\_\_\_\_ acute severe hypertension.  
 (A) due to (B) because (C) while (D) by means of
- The highway is always congested \_\_\_\_\_ many people commute from the suburbs.  
 (A) while (B) during (C) because (D) in case of

## 2. 주의해야 할 전치사

### 1 혼동하기 쉬운 전치사

① ~근처에: **by, beside, near to, next to**

The dinner is usually held somewhere near the wedding venue for the sake of convenience.

② ~동안: **for** + 구체적 숫자 명사, **during** + 기간 명사

for a week[two months, ten years], during the vacation[the meeting]

③ ~까지: **by, until**

**문제풀이 TIP** by와 until은 동사의 속성이 결정한다. 일회성이면 **by**, 지속성이면 **until**을 고른다.

• I'll arrive home \_\_\_\_\_ 10 o'clock. → **by** (도착하는 행위는 10시까지 한 번이다.)

• I'll stay home \_\_\_\_\_ 10 o'clock. → **until** (10시까지 머무는 행위가 지속적이다.)

### 2 분사(-ing, p.p.)형 전치사

“ I have a question **regarding** your earlier comments. ~에 관해 (= **concerning, as to, about**)

“ **Notwithstanding** their inexperience, they were an immediate success. ~에도 불구하고  
(= **despite**)

“ Eight people were killed in the riot, **including** two police officers. ~을 포함하여

“ Sophia has become more aggressive **following** her parents' divorce. ~후에

“ **Given** her interest in children, I am sure teaching is the right job for her. ~을 감안할 때

#### Sample Question 3

1. If he wins, it will be the first time \_\_\_\_\_ 10 years that a non-European has won the gold medal.  
(A) since (B) for (C) in (D) during
2. The dinner will be held somewhere \_\_\_\_\_ the wedding venue for the sake of convenience.  
(A) on (B) along (C) near (D) across
3. Pro Printers collects information on the latest printing equipment from companies \_\_\_\_\_ North America.  
(A) by (B) at (C) across from (D) across

3 빈출 전치사 관련 구

- “ John Taylor is giving a series of concerts in New York **ahead of** his tour. ~에 앞서
- “ Dorothy could arrive **in advance of** anyone else. ~보다 먼저 (= before, ahead of, prior to)
- “ The members were asked to arrive at least three hours **prior to** the final rehearsal. ~에 앞서
- “ She studied economics at the university **previous to** her nursing education. ~에 앞서
- “ **Apart from** a few scratches, it was undamaged. ~외에는, ~를 제외하고 (= aside from)
- “ I was able to afford a new car **by means of** a loan. ~의 도움을 받아, ~을 사용하여
- “ The operation was cancelled **due to** the patient’s severe hypertension. ~때문에, ~로 인하여 (= owing to)
- “ He canceled the beach picnic **on account of** the bad weather forecast. ~때문에 (= due to)
- “ The lawyer sued the company **on behalf of** the workers who lost their jobs. ~을 대변하여
- “ **In spite of** the bad weather, all of us had fun on vacation. ~에도 불구하고 (= despite)
- “ We are now on the right path **with regard to** climate policy. ~에 관해서
- “ He denied that he owned the building and the land **pertaining to** it. ~에 속한, 관계된
- “ Class fee refunds are issued **in accordance with** guidelines established by them. ~에 부합되게
- “ You may not accept any benefits **pursuant to** company policy. ~에 의거하여
- “ They persevered in their attempts **regardless of** a number of setbacks. ~와 상관없이 (= despite)

문제풀이 TIP 전치사 + 동명사 빈출 구문

- **by relocating their plants overseas** 해외로 공장을 이전함으로써
- **prior to leaving the office** 퇴근하기 전에
- **prior to leaving office** 퇴임하기 전에
- **despite experiencing an increase in sales** 판매량의 증가가 있었음에도 불구하고
- **without getting any support** 어떤 지원도 받지 않고
- **instead of discarding leftover champagne** 남은 샴페인을 버리는 대신에

 Sample Question 4

1. They discussed various reasons \_\_\_\_\_ relocating their manufacturing plants in the monthly meeting.  
 (A) why                                      (B) for                                      (C) in                                      (D) while
  
2. We treat every applicant equally, \_\_\_\_\_ what their language is.  
 (A) regardless of                      (B) except for                      (C) although                      (D) despite
  
3. The law firm has sued the company \_\_\_\_\_ the workers who lost their jobs.  
 (A) against                      (B) on behalf of                      (C) with regard to                      (D) aside from

# Practice Test

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101. The conductor of the orchestra asked us to arrive at least two hours \_\_\_\_\_ the final rehearsal.  
(A) previous  
(B) in advance  
(C) early  
(D) prior to
102. A local convenience store chain, Jim & Jane, has once again been recognized \_\_\_\_\_ an awesome place to work.  
(A) as  
(B) for  
(C) in  
(D) by
103. Turkey's tourism industry has suffered a sharp decline \_\_\_\_\_ a sense of insecurity created in the wake of the recent bomb attack.  
(A) despite  
(B) due to  
(C) throughout  
(D) in case
104. I am sure that the company can make more money \_\_\_\_\_ relocating its plants to a country with lower labor costs and fewer regulations.  
(A) through  
(B) as to  
(C) by  
(D) under
105. \_\_\_\_\_ the rising ubiquity of smartphones, we feel like we are walking around with a variety of productivity suites in our pockets.  
(A) Among  
(B) Since  
(C) Once  
(D) With
106. We can resist the pull of the smartphone by coming up \_\_\_\_\_ rules to help us manage the constant influx of information.  
(A) to  
(B) on  
(C) with  
(D) via
107. \_\_\_\_\_ he barely passed the written test on the third try, he passed his driving test with no problem.  
(A) Although  
(B) Now that  
(C) Since  
(D) Despite
108. \_\_\_\_\_ a five-year absence, Jeffrey Dylan and Helen Frenado are planning a reunion tour in 2017.  
(A) With  
(B) After  
(C) Even  
(D) While
109. Nina Lien could not attend the party last night \_\_\_\_\_ one of her colleagues she had been working on an urgent project with got sick and she had to fill in for her.  
(A) because  
(B) while  
(C) and  
(D) although
110. \_\_\_\_\_ announced in our weekly sales meeting last week, we will do our best to attract prospective customers.  
(A) Like  
(B) As  
(C) With  
(D) To be

# Review Test

앞서 풀어 본 문제들을 무작위로 재구성했습니다.  
제한 시간 내에 문제들을 다시 한 번 풀어보면서  
학습한 내용을 확인하세요.

- Review Test 1
- Review Test 2
- Review Test 3

101. Please be noted that \_\_\_\_\_ for San Juan Island travel should be made 24 hours ahead without exception.  
(A) reserved  
(B) reserve  
(C) reserver  
(D) reservations
102. When he asked for a full refund, the customer service person \_\_\_\_\_ the revised refund policy to him.  
(A) refrained  
(B) sustained  
(C) explained  
(D) prevented
103. The criticism that Dr. Bergman made during the City Hall presentation last night seemed \_\_\_\_\_ to the point.  
(A) relevance  
(B) relevantly  
(C) relevancy  
(D) relevant
104. Tickets to the museum's special exhibit \_\_\_\_\_ at least two days in advance on the Web site will be issued electronically.  
(A) oders  
(B) to order  
(C) ordering  
(D) ordered
105. The application review process can range from 4 to 6 weeks \_\_\_\_\_ the need and urgency of the recruitment.  
(A) because  
(B) depending on  
(C) that  
(D) including
106. He reported, citing industry executives, that China was considering easing proposed quotas \_\_\_\_\_ at producing more electric vehicles.  
(A) aimed  
(B) aim  
(C) have aimed  
(D) aims
107. It is said that instead of \_\_\_\_\_ into a nearby river, sewage is sent to a giant tank where the water is purified.  
(A) being dumped  
(B) dumping  
(C) being dumping  
(D) dumps
108. The French restaurant \_\_\_\_\_ we are looking for is temporarily closed due to remodeling.  
(A) what  
(B) which  
(C) where  
(D) whose
109. We are pleased to invite you to visit our website if you're an \_\_\_\_\_ customer and looking for support around retirement.  
(A) exist  
(B) existing  
(C) existed  
(D) existence
110. According to the report, the situation was caused by extraordinary effects \_\_\_\_\_ with the company's strategic alignment in the Chinese market.  
(A) associating  
(B) associated  
(C) to associate  
(D) in associating

- 
111. The effects of the new business tax laws, which are intended \_\_\_\_\_ local economic growth, may not be seen for years.  
(A) facilitating  
(B) facilitates  
(C) to be facilitated  
(D) to facilitate
112. It turns out that Donald Gates \_\_\_\_\_ even richer now if he'd done nothing or had just invested his inherited wealth in index funds since 2009.  
(A) would actually be  
(B) actually would have been  
(C) actually is  
(D) will actually be
113. In an effort to avoid further \_\_\_\_\_ in critical business data processing, SORTEK's management board decided to switch to a new server platform.  
(A) delaying  
(B) delays  
(C) delay  
(D) delayed
114. Most CEOs think of a product launch as an event, the success of which could determine \_\_\_\_\_ company's survival.  
(A) them  
(B) those  
(C) its  
(D) their
115. Those who purchase two or more tires from any brand will receive a 15% discount plus a \_\_\_\_\_ oil change.  
(A) complimentary  
(B) complement  
(C) complementary  
(D) compliment
116. Fisher's first novel was a big hit, so he republished a \_\_\_\_\_ revised version of the original text.  
(A) strictly  
(B) slightly  
(C) securely  
(D) steadily
117. \_\_\_\_\_ he barely passed the written test on the third try, he passed his driving test with no problem.  
(A) Although  
(B) Now that  
(C) Since  
(D) Despite
118. \_\_\_\_\_ announced in our weekly sales meeting last week, we will do our best to attract prospective customers.  
(A) Like  
(B) As  
(C) With  
(D) To be
119. The recycling program sponsored by the district office allows its residents to \_\_\_\_\_ recycle their used products.  
(A) unexpectedly  
(B) highly  
(C) reversely  
(D) affordably
120. Air Roman exercises extreme care to ensure that packages containing \_\_\_\_\_ food items are adequately protected against leakage and contamination from other cargo.  
(A) disappearing  
(B) decomposable  
(C) perishable  
(D) fragile

101. Our mission is \_\_\_\_\_ a multi-cultural global organization dedicated to improving the quality of life worldwide.  
(A) building  
(B) built  
(C) being build  
(D) being built
102. Despite repeated requests from community members, City Council hasn't yet \_\_\_\_\_ funds for reconstruction of the old library.  
(A) allocated  
(B) initiated  
(C) purchased  
(D) revised
103. Since Max planned and implemented the project carefully, we chose \_\_\_\_\_ his project to the board members.  
(A) send  
(B) sending  
(C) to send  
(D) be sent
104. The instructor in the workshop can teach people how to have \_\_\_\_\_ in themselves so that they make an effective presentation.  
(A) motivation  
(B) competition  
(C) confidence  
(D) responsibility
105. It's advised that we adjust our prices and promote our extra features if we want to remain \_\_\_\_\_ in the market.  
(A) competitive  
(B) compete  
(C) competed  
(D) competition
106. The chairman of the committee has finally agreed to renovate the office building to make it \_\_\_\_\_ to people with disabilities.  
(A) access  
(B) accessible  
(C) accessed  
(D) accessing
107. It was a measure \_\_\_\_\_ to give the American steel industry time to reorganize in the face of unfair competition from abroad.  
(A) designed  
(B) designing  
(C) has been designed  
(D) which designed
108. Free leaflets and advice sheets \_\_\_\_\_ a range of topics can be picked up from the Resource Center at Cromwell Drive.  
(A) cover  
(B) covers  
(C) covering  
(D) covered
109. Ensure that you always use the tools \_\_\_\_\_ in the instructions and use eye protection when working with tools.  
(A) specified  
(B) specific  
(C) specifying  
(D) to specify
110. You need to know that recharging these batteries takes up to six hours, \_\_\_\_\_ you have to check them on a regular basis.  
(A) so  
(B) despite  
(C) which  
(D) in spite of

- 
111. To attract more travelers, the travel agency launched a new product late last year \_\_\_\_\_. It has been busy working on improving its service and lobbying investors.
- (A) when
  - (B) to
  - (C) because
  - (D) and
112. Our tour guide repeatedly asked us to be very quiet while we \_\_\_\_\_ the beautifully land-scaped 15-acre property.
- (A) tour
  - (B) toured
  - (C) were touring
  - (D) will tour
113. By the time I finish writing this comedy, I \_\_\_\_\_ four comedies on SBC for the upcoming 2016-7 season.
- (A) will create
  - (B) am creating
  - (C) have created
  - (D) will have created
114. New immigrants from Asia and Latin America \_\_\_\_\_ cultural diversity to the American population in recent decades.
- (A) add
  - (B) added
  - (C) have added
  - (D) had added
115. Once your business has started, you \_\_\_\_\_, sooner or later, the challenge of making it grow.
- (A) face
  - (B) will face
  - (C) will have faced
  - (D) have faced
116. The law firm representing alleged victims was found \_\_\_\_\_ false claims about the accident by a local newspaper reporter.
- (A) to be made
  - (B) making
  - (C) to have made
  - (D) to make
117. Although you were highly recommended and we \_\_\_\_\_ to contact you, you were unable to provide a satisfactory answer we needed.
- (A) advised
  - (B) were advised
  - (C) have advised
  - (D) are advising
118. Steven Spielberg is the American director \_\_\_\_\_ films enjoyed both commercial and critical success.
- (A) that
  - (B) which
  - (C) whose
  - (D) what
119. \_\_\_\_\_ Jana is an internationally renowned expert, I think we may trust her professional advice on anti-aging.
- (A) Granted that
  - (B) When
  - (C) When assumed
  - (D) Given that
120. With the ceremony \_\_\_\_\_, the organizing committee is busy finalizing the last details that will make the occasion a memorable experience.
- (A) approaching
  - (B) approached
  - (C) approaches
  - (D) to approach

101. Turkey's tourism industry has suffered a sharp decline \_\_\_\_\_ a sense of insecurity created in the wake of the recent bomb attack.  
(A) despite  
(B) due to  
(C) throughout  
(D) in case
102. He forgot to backup his files and \_\_\_\_\_ he lost all of his data when he lost his USB flash drive.  
(A) that  
(B) nevertheless  
(C) consequently  
(D) otherwise
103. In this type of resume your jobs are listed in reverse \_\_\_\_\_ order with your current, or most recent job, first.  
(A) limit  
(B) limiting  
(C) applicable  
(D) chronological
104. For this weekend only, with \_\_\_\_\_ purchase of \$100 or more, you'll receive a free set of car window shades to keep your parked car cooler under direct sunlight.  
(A) all  
(B) some  
(C) every  
(D) most
105. \_\_\_\_\_ who purchase two or more tires from any brand will receive a 15% discount plus a complimentary oil change.  
(A) They  
(B) Everyone  
(C) Patron  
(D) Those
106. The \_\_\_\_\_ of heavy machinery should be left to professionals because of the new safety regulations.  
(A) operate  
(B) operating  
(C) operator  
(D) operation
107. Many retailers filed a complaint with the supplier claiming that the \_\_\_\_\_ dates on the face masks they ordered had already passed.  
(A) expire  
(B) expiring  
(C) expired  
(D) expiration
108. Although computers have become faster in performing their task, a quantum computer would have capabilities far beyond \_\_\_\_\_ of any traditional classical computer.  
(A) that  
(B) which  
(C) them  
(D) those
109. Ms. Karen's maintenance team may work at the exhibit booth this weekend \_\_\_\_\_ additional staff be requested.  
(A) if  
(B) had  
(C) should  
(D) when
110. We are very excited \_\_\_\_\_ the opportunity to revise our manuscript, which we now entitle, "A Study of Competition in the U.S. Freight Railroad Industry."  
(A) to give  
(B) as given  
(C) to have been given  
(D) having given

- 
111. We are in the process of \_\_\_\_\_ the layout of our entire homepage to make it more appealing to web visitors with a new look.  
(A) redesigns  
(B) redesigning  
(C) redesign  
(D) being redesigned
112. A number of candidates have been invited \_\_\_\_\_ for an opening in our branch office in Singapore for the position of Digital Content Specialist.  
(A) applying  
(B) to be applied  
(C) application  
(D) to apply
113. Renowned journalist and media entrepreneur Steven Morris published a book in April \_\_\_\_\_ a combination of quotes from interviews with various media outlets.  
(A) feature  
(B) features  
(C) featuring  
(D) featured
114. Multilingual Database allows users to translate a word or expression into \_\_\_\_\_ languages simultaneously.  
(A) multiples  
(B) multiplied  
(C) multiple  
(D) multiplling
115. People say that Michigan's property tax system is \_\_\_\_\_ due to a changed property tax calculation formula.  
(A) confuse  
(B) confusion  
(C) confusing  
(D) confused
116. Referees in international matches shall wear a blazer the color of \_\_\_\_\_ is distinct from the colors worn by the contesting teams.  
(A) which  
(B) whose  
(C) that  
(D) those
117. If an item \_\_\_\_\_ purchased in our store is defective, they can return it with a receipt valid within 30 days of purchase.  
(A) they  
(B) them  
(C) who  
(D) which
118. Vacation plans \_\_\_\_\_ to HR department may be denied to ensure coverage in the office during the holidays.  
(A) submit  
(B) submitted  
(C) submitting  
(D) is submitted
119. A conference hall \_\_\_\_\_ seating capacity is about three hundred was booked for the annual board meeting.  
(A) its  
(B) which  
(C) whose  
(D) that
120. Melanie, known as the most adventurous woman on the mountain, \_\_\_\_\_ more by the time she turned twenty-six than most people do in their entire lives.  
(A) experienced  
(B) has experienced  
(C) has been experiencing  
(D) had experienced



# 토익 빈출 어휘와 표현

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## 토익 빈출 어휘와 표현 (1)

- “ a building **adjacent to** the highway 고속도로에 인접해 있는 (= adjoining, neighboring, nearby, abutting)
- “ a contract to **extend** your **tenancy** 임대(기간) 연장을 위한 계약
- “ a **daylong closure** due to **heavy traffic congestion** 극심한 교통 혼잡에 따른 온종일 폐쇄
- “ a fundamental change needed to **implement** the strategy 그 전략을 시행하기 위해 필요한 근본적 변화
- “ a **futile attempt** to renegotiate the contract 계약의 재협상을 위한 소득없는 시도
  
- “ a **gratifying**[fulfilling, rewarding] **accomplishment** 흐뭇한[가슴 뿌듯한, 보람찬] 성취
- “ a **hands-on** management[leadership] style 직접 실천하는 경영[리더십] 스타일
- “ a hotel **of your choice** 귀하가 직접 선택한 호텔
- “ a seminar **dealing with changes** about operating procedures 운영 절차에 관한 변화를 다룰 세미나
- “ a shipment of 10 items is damaged **in transit** 10개 물품 수송물이 운송 중 파손되다
  
- “ a special bonus to our **loyal customers** 충성스런 고객에게 드리는 특별 보너스
- “ a **steady influx** of new products[tourists, foreign capital] 꾸준한 새 제품[관광객, 해외 자본]의 유입
- “ a very **heavy workload** 아주 많은 작업량, 과중한 업무량
- “ **according to** sales performance and financial position 판매 실적과 재무 상태에 따라
- “ **across** the world[North America] 전 세계에[북미 전 지역에] 걸쳐
  
- “ **adhere to** the new standards[rules, policy] 새 기준[규칙, 정책]을 지키다
- “ **adverse health outcomes attributable to** a poor diet 잘 먹지 못해 생긴 건강에 유해한 결과
- “ **adverse outcomes** must be **promptly** reported to us 나쁜 결과는 우리에게 지체 없이 보고되어야 한다
- “ **after** a five-year **absence** 5년의 공백 기간을 보낸 후
- “ **after** the **clash** of **widely differing** opinions 크게 다른 의견들의 충돌 후에
  
- “ **amid speculation** that he wants to merge with them 그들과의 합병을 그가 원한다는 추측 속에서
- “ an environment **conducive to** professional growth 전문적 성장에 도움이 되는 환경
- “ an important part **in the negotiation process** 협상 과정에서의 중요한 부분
- “ an **outline of** customer likes, dislikes, and expectations 고객의 선호, 비선호, 그리고 기대치에 대한 개요
- “ **something else besides** 그 외 다른 것
  
- “ **at** a hugely **discounted rate** 엄청나게 싼 가격으로
- “ **at** least two hours **prior to** the scheduled departure 적어도 출발 예정 두 시간 전에
- “ **at** the **end of** the year 연말에
- “ **at** the (very) **latest**[earliest, least] (아무리) 늦어도[빨라도, 적어도]
- “ the **latest rise** in unemployment 최근의 실업 증가

## 토익 빈출 어휘와 표현 (2)

- “ be attached to this message is the file you requested 당신이 요청한 파일이 이 메시지에 첨부되어 있다
- “ based on his thorough 10-year research 10년 간에 걸친 철저한 연구를 바탕으로
- “ be amended to reflect his opinion 그의 견해를 반영하기 위해 수정되다
- “ be blamed for the poor enforcement of ~ ~의 부실한 집행 때문에 비난받다
- “ be commensurate with qualifications and experience 능력과 경험에 상응하다
- “ be in charge of public relations[personnel] 홍보[인사]를 담당하다
- “ be in line with the most optimistic predictions 가장 낙관적인 예상치와 일치하다
- “ be nominated for ~(후보)로 지명되다
- “ be overcharged \$20 20달러를 부당하게 요구받다
- “ be so intensely hungry that you are driven to eating anything 너무 허기져서 아무것이나 먹게 되다
- “ be still being renovated 아직 보수 중에 있다(수동 진행 구문)
- “ to bring up the issue 그 문제를 제기하다
- “ to come up with a new rule[idea] 새 규칙[아이디어]를 만들어 내다[찾아내다]
- “ commuters whose routes take them past the stadium 출퇴근 하는 길이 경기장을 지나쳐야 하는 통근자들
- “ complaints regarding noise 소음 관련 불만
- “ to concentrate on = to focus on ~에 전념[주력]하다
- “ to consult a legal expert 법 전문가와 상의하다
- “ to create a logo that depicts corporate values 기업 가치를 설명해 주는 로고를 만들다
- “ customers affected by the service outages 서비스 중단에 따라 영향을 받은 고객들
- “ to cut a deal with him 그와 거래를 맺다, 약정을 맺다, 흥정하다
- “ decomposable eco-friendly water bottles 분해 가능한 친환경 물병
- “ discretionary funds at their disposal 그들의 원하는 대로 쓸 수 있는 재량 자금
- “ diseases which occur primarily in animals 동물에게 주로 생기는 질병들(= mainly)
- “ do not dispose of your ticket 티켓을 버리지 마라
- “ enclosed in this package are photos of two cars 두 차의 사진이 이 상자에 동봉되어 있다
- “ extensive screening[maintenance procedures] 광범위한 스크리닝[유지 보수 절차]
- “ failures to meet various safety regulations 여러 안전 수칙을 충족시키지 못함(= fulfill, satisfy)
- “ file a claim[complaint, petition] with ~ ~에게 청구[불만, 청원]을 제기하다
- “ fluctuating gold prices 요동치는 금 가격
- “ for the sake of convenience 편리를 위해

## 토익 빈출 어휘와 표현 (3)

- “ gift certificate balances are **refillable via our website** 상품권 잔액은 우리 웹사이트를 통하여 재충전할 수 있다
- “ to **go over** the budget again 예산을 다시 검토하다 (= examine, review)
- “ had to **fill in for** her 그녀 대신 일해야 했다
- “ he **has priority over** other clients 그는 다른 고객들보다 우대 받는다
- “ Helen’s **persistence in** her job search Helen의 고집스러운 직장 찾기
  
- “ her **previous positions were exclusively in** accounting 그녀의 이전 경력은 회계 분야에만 국한되어 있었다
- “ **higher sales volumes** 증가한 매출량[액]
- “ his **expertise in** chemical materials 화학 물질에 관한 그의 전문 지식
- “ his **rather tardy arrival** 그의 다소 늦은 도착
- “ **hourly rates paid to the staff** 직원의 시간급료
  
- “ **if accompanied by an adult** 어른이 동행한다면
- “ **in celebration of** its 30th anniversary 30주년을 축하하여
- “ **in preparation for** an increase in sales 매출 증가에 대비하여
- “ **in response to** the letter of request 추천서에 대한 응답으로
- “ **in reverse chronological order** 역순의 연대순으로
  
- “ **in terms of cost**[your proposal, importance] 비용 면에서[당신의 제안과 관련해서, 중요도 면에서] (= in light of)
- “ **informative and relevant** explanation 유용하며 적절한(~와 관련한) 설명
- “ Internet as a **cost-effective means of communication** 비용 효율적인 소통 수단으로서의 인터넷
- “ to make oneself **stand out** 눈에 띄게 하다 (= distinctive, prominent, conspicuous)
- “ millions of **unclaimed items** 찾아가지 않는 수백 개의 물품
  
- “ **more portable than its predecessor** 이전의 것보다 휴대성이 좋은
- “ **near your primary residence** 당신이 주 거주지 인근에
- “ applications **submitted via our website are considered** 우리 웹사이트를 통해 제출된 지원이 가능하다
- “ **order processing to expedite deliveries to customers** 고객에게 신속한 물품 배달을 위한 주문 처리 절차
- “ **other affordable alternatives** 저렴한 다른 대안들
  
- “ **policy of containment or deterrence** 봉쇄 혹은 저지 정책
- “ **premier provider**[supplier] 최고의 공급 업체
- “ **prices well below the average list price** 평균 정가보다 훨씬 낮은 가격
- “ **to pull over (to do something)** (~를 하기 위해) 차를 갖길에 대다
- “ **purely nominal** 순전히 명목상의, 허울뿐인

## 토익 빈출 어휘와 표현 (4)

- “ in the face of impending financial crisis 곧 닥칠 금융 위기에 직면하여
- “ receive quality medical care at an affordable price 저렴한 가격으로 질 높은 치료를 받다
- “ right across from the bank 은행 바로 맞은편에 (= opposite ※ across the street / the country)
- “ sales of the item were incredibly disappointing 그 물품의 판매는 믿기 힘들 정도로 실망적이었다
- “ sales volume has dwindled by half 판매량이 반으로 줄다
  
- “ she had to draw on her career experience 그녀는 자신의 경력을 이용[의지] 해야 했다
- “ since his last visit 그의 지난 방문 이래
- “ surrounding neighborhood 근처 동네
- “ to take over a store[her work] 가게를 인수하다[그녀의 일을 이어받다]
- “ to take the highway for about twenty kilometers 약 20킬로 정도 그 고속도로를 달리다
  
- “ the bleach pen lifts the most stubborn stains 그 표백제 펜은 가장 지우기 힘든 얼룩도 제거한다
- “ the building does not permit pets 그 건물에서는 애완동물이 허락되지 않는다
- “ the company retracted its disciplinary action against him 그에 대한 징계 조치를 철회했다
- “ the company's stock price is up 5% 그 회사의 주식 가격이 5% 상승하다
- “ the day of our grand opening 개업식 날
  
- “ the eagerly awaited opening of a new restaurant 손꼽아 기다리던 식당의 개업
- “ the envelope enclosing all the necessary documents 필요한 서류가 모두 들어 있는 봉투
- “ the estate was assessed at three thousand dollars 그 토지는 3000달러로 평가되었다
- “ the event to commemorate its official launch for new models 새 모델들의 공식 출시를 기념하는 행사
- “ the food is reasonably priced 음식 가격이 저렴하다
  
- “ the joint memorial ceremony began with a tribute to them 합동 위령제는 그들에 대한 헌사로 시작되었다
- “ the market is on the upswing underpinned by many policy makers 시장은 입안자들도 지지하는 상승세다
- “ the new product is hard to come by 그 새 제품은 사기 힘들다 (come by = find, get)
- “ the outdoor pools operate seasonally 야외 수영장은 계절별로 운영된다
- “ the payoff for the investment in ~에 투자한 것에 대한 보상(이득, 혜택)
  
- “ the price is exorbitant 가격이 터무니 없다
- “ the renovation is tentatively scheduled for July 28 보수 공사 일정이 잠정적으로 7월 28일로 예정되다
- “ the results were deemed credible[manageable] 그 결과는 믿을 만한[감당할 만한] 것으로 여겨졌다
- “ the river overflowed and flooded the valley 강이 넘치고 계곡으로 범람했다
- “ the severe storm warning will stay in effect until midnight 자정까지 심각한 폭풍 경보가 발효 상태일 것이다

## 토익 빈출 어휘와 표현 (5)

- “ the tactics which ultimately **lead to** higher prices of goods 궁극적으로 상품의 가격 인상으로 귀결되는 술책
- “ the train will be here **in no time (at all)** 곧 기차가 도착할 것이다
- “ the **upcoming price hike** 앞으로 있을 가격의 대폭 상승
- “ **through consolidated workload automation** 통합된 업무량 자동화를 통한
- “ **through the entire manufacturing process** 전 제조 과정 동안
  
- “ **throughout** the whole day[the whole period, their range] 하루 **내내**[전체 기간 동안, 그들의 전 구역에서]
- “ to **agree with** the decision to **phase out** the pension plan 그 연금안을 단계적으로 폐지하는 결정에 동의하다
- “ to **apply for** a driving permit 운전 허가증을 받기 위해 지원하다
- “ to **ask for** an extension (기간) 연장을 요청하다
- “ to **assume (that)** he **messed up** the project 그가 프로젝트를 망쳤다고 추정하다
  
- “ to **attract** all **prospective** customers 모든 유망 고객을 유치하다
- “ to **be absolutely beyond** reproach 절대 비난받을 수 없다
- “ to **be among** the **outstanding** candidates 뛰어난 후보자 중에 속해 있다
- “ to **be billed** separately 각각 별도로 청구되다
- “ to **be carried out as per** school policy[instructions] 학교 정책[지시]에 따라 수행되다
  
- “ to **be heavily** involved in **charitable** work 자선 사업에 깊이 관여하다
- “ to **be held** in the room **across from** the break room 휴게실 맞은편에 있는 방에서 개최되다
- “ to **be in** a financially **precarious** position 재정적으로 위태로운 상황에 처하다
- “ to **be more** preferable[desirable] 더 나은[바람직한]
- “ to **be no more** available at these prices 이 가격으로는 더 이상 ~[구입] 못하다
  
- “ to **be postponed**[cancelled] **due to** inclement weather 곳은 날씨 때문에 연기되다[취소되다]
- “ to **be reproached** for **leaking** the story to the press 그 이야기를 언론에 흘린 것 때문에 비난받다
- “ to **be strolling** in the park 공원에서 산책하다
- “ to **benefit from** the **increasing** competition 경쟁이 심해지면 혜택을 보다
- “ to **blame** the failure on him(= to **blame** him **for** the failure) 그 사람 때문에 실패했다고 비난하다
  
- “ to **bring** a natural touch to **otherwise** sterile buildings 안 그랬다면 황폐했을 건물에 자연의 맛을 주다
- “ **as to** whether we should do it now **or** wait for him 지금 해야 할지 혹은 그를 기다려야 할지에 관해
- “ to **discuss** the plan **in** confidence 비밀리에 그 계획에 대해 토의하다
- “ to **dispose of** the company’s **property** 회사의 재산을 처분하다
- “ to **do** some **comparison** shopping (가격 등 상품에 대해) 비교 구매를 하다

## 토익 빈출 어휘와 표현 (6)

- “ to **evacuate** this facility immediately 즉시 이 시설에서 대피하다
- “ to expect them to do **likewise** 그들도 같은 식으로 해 주기를 기대하다
- “ to **expedite** the process 신속히 처리하다
- “ to **fill me in on** what happened 있었던 일에 대해 내게 알려주다
- “ to **follow the safety guidelines** 안전 지침을 따르다
  
- “ to **gain[lack in]** confidence 자신감이 커지다[결여되다]
- “ to **get more exposure on** social media than they are on TV TV 보다 소셜 미디어에 더 많이 노출되다
- “ to **get through** all the required interviews 요구된 인터뷰를 모두 끝내다
- “ to **grant them a deadline extension** 그들에게 마감 기일 연장을 허락하다(~해 주다)
- “ to grow **with confidence** and ability 자신감과 능력에 힘입어 성장하다
  
- “ to have **commensurate duties as well as** privileges 특권뿐만 아니라 그에 상응하는 의무도 지니다
- “ to **highlight a comprehensive strategy** 종합적인 전략을 강조하다
- “ to **hold a mortgage on** my house 우리 집의 저당권을 갖고 있다
- “ to **lack even basic amenities** 기본 편의 시설이 미비되다
- “ to **launch** a new service **offering** 새 서비스 상품을 출시하다
  
- “ to live **next door to** Alice[the dentist] Alice[치과] 옆집에 살다
- “ to make **an accurate diagnosis** 정확한 진단을 내리다
- “ to **nurture** your new **hires** and watch them grow 신입 사원들을 양성하여 그들이 성장하는 것을 보다
- “ to **oversee** all aspects of computer-based **testing** 컴퓨터 기반 시험의 전체를 감독한다(= watch over, supervise)
- “ to provide us with **a constant flow of** information 우리들에게 끊임없이 정보를 쏟아내 주다
  
- “ to **qualify as** an architect 건축가로서의 자격을 갖추다
- “ to **reignite the controversy** over the issue 그 문제에 관한 논란을 재점화하다
- “ to **release a statement** confirming their plans 그들의 계획을 확인해 주는 성명을 발표하다
- “ to **remain mindful** of those around you 당신 주변의 사람들을 배려하다
- “ to **resign from** the position, effective next Monday 다음 주 월요일부로 사임하다
  
- “ to **resist the pull of** the smartphone 스마트폰을 하고 싶은 유혹에 저항하다
- “ to **run an extensive promotion** 대대적인 홍보를 펼치다
- “ to **run the risk of being sued for malpractice** 의료 과실(배임 등 위법 행위)로 소송 당할 위험 부담을 지다
- “ to **secure your spot in** the program, pay now 프로그램에 당신 자리를 확보하기 위해 지금 납부하세요
- “ to **see the remainder of** the topic **for details** 자세한 내용을 알기 위해 그 항목의 나머지 부분을 참조하다

## 토익 빈출 어휘와 표현 (7)

- “ to seek an external review from a third-party 제 3자의 외부 검토를 모색하다
- “ to serve as the project’s new coordinator 그 프로젝트의 새 코디네이터로 근무하다
- “ to set forth a vision that will expand the bilateral partnership 쌍방향 동반자 정신을 확장할 비전을 제시하다
- “ to set per-product shipping rates 제품 당 운송료를 정하다
- “ to set up a reciprocal arrangement 상호 협정을 체결하다
  
- “ to sign up to receive periodic updates 정기 업데이트를 받기 위해 등록하다
- “ to solidify his position as an action hero 액션 배우로서의 위상을 굳히다
- “ to speak beyond the allotted 50 minutes 할당된 50분을 넘겨 말하다
- “ to vouch for their quality 그것들의 품질을 보증하다
- “ tools that make it easy to install 설치를 쉽게 해주는 도구
  
- “ two handfuls of coins 양손 가득한 동전
- “ two spoonfuls of peanut butter 땅콩 버터 두 숟가락
- “ to switch from corn to rice as a staple commodity 옥수수에서 쌀로 주요 산물이 바뀌다
- “ under every disadvantage 모든 역경 속에서
- “ under the optimum(= optimal) condition 최상의 조건에서
  
- “ upon hearing fire alarm 화재 경보를 듣자마자
- “ viewer caution is advised 시청자에게 주의를 주도록 권고받다
- “ weight entered exceed the maximum 입력한 무게가 최대치를 초과하다
- “ where to get a hold of the recipe 그 레시피를 어디서 구하는지 (= find)
- “ your claim is invalid 너의 주장은 무효다
  
- “ the cost of upkeep is tremendous 유지 보수비가 엄청나다
- “ the figure foreshadows an impending financial crisis 그 수치는 눈앞에 닥친 재정 위기를 예고한다
- “ in the foreseeable future 가까운 장래에
- “ ultimately profitable ways 궁극적으로 이익을 내는 방식들
- “ ticket prices vary depending on the time of year 연중 어느 때인가에 따라 표가격이 다양하다
  
- “ to undergo extensive renovations[a dramatic change] 광범위한 보수 공사를 시행하다[극적인 변화를 겪다]
- “ without any extraordinary precaution 어떤 특별한 예방 조치 없이
- “ to take extreme measures to conserve energy 에너지 보존을 위한 특단의 조치를 취하다
- “ to assign the project to Jane 그 일을 Jane에게 맡기다
- “ during regular business hours on weekdays 평일 정규 근무 시간에

## 토익 빈출 어휘와 표현 (8)

- “ the responses will **remain confidential**[anonymous] 응답은 기밀[익명]이다
- “ **drastic measures**[changes, actions] will **take place** 과감한 조치[변화, 행동]이 있을 것이다
- “ **with further rounds of workforce downsizing predicted** 더 많은 인력 감축(고용 조정)이 예견되는 가운데
- “ **when defective parts result in a car accident** 결함 부품으로 인해 자동차 사고가 났을 때
- “ **an exacerbation of injuries arising out of an accident** 사고로 인한 부상의 악화
  
- “ to seek **exemplary damages** against the newspaper 신문사를 상대로 징벌적 손해배상을 시도하다
- “ **exemplary leadership skills**[performances] 모범적인 지도력[성과(실적, 공연)]
- “ to **blame his violence on drinking**[me] 그의 폭력이 술[나] 때문이라고 탓하다[비난하다]
- “ to give away **the remainder** 나머지를 버리다
- “ **during the remainder of that day**[this week, the year] 그날[이번 주, 그 해]의 나머지 동안
  
- “ to demand **collaborative work, role allocation and sharing** 협력작업, 역할 분담과 공유를 요구하다
- “ **prior to the onset of disease**[old age, winter] 질병[노년, 겨울]의 시작에 앞서
- “ **a steady stream**[flow, trickle, pace] of traffic 교통의 꾸준한 흐름
- “ **took up**[picked up] the story where Jane had **left off** Jane이 하다 그만둔 이야기를 이어서 했다
- “ **at a conservative estimate**[guess] 낮춰 잡아도
  
- “ to be reduced **by cuts in grants** 보조금의 삭감으로 인해 감소하다
- “ to be **granted a 20% rise** 20%의 인상을 혜택받다
- “ to allow them **more leeway** to make their own decisions 그들에게 결정할 수 있는 재량권을 더 주다
- “ to reveal more information **as to his whereabouts** 그의 행방(소재)에 관해 더 많은 정보를 밝히다
- “ to **show great reluctance** to reveal information 정보를 밝히기를 아주 꺼리다
  
- “ to **shed light on the causal nexus** between the two 그 둘 사이의 인과 관계를 밝히다(해명하다)
- “ to have never been **officially acknowledged by them** 그들이 ~을 공식적으로 인정한 적이 없다
- “ my **colleagues**(= coworkers, workmates) / **staff** / **business associates** 내 직장 동료 / 직원 / 사업 동료
- “ to take a **leading role in demanding** ~ ~을 요구하는데 있어 선도적 역할을 하다
- “ **wide discrepancies between the prices** 가격들 간의 큰 차이들[불일치]
  
- “ to fail to **comply with the law** 법을 따르지 않다
- “ to be **coming up for renewal** at the end of this year 연말에 (계약) 갱신이 다가오다
- “ to **overhaul the health care system** 의료 서비스 시스템을 정비하다
- “ to be based on a **false premise** 잘못된 전제에 근거하다
- “ to **question the premise that they were innocent** 그들이 무죄라는 전제를 의심하다

## 토익 빈출 어휘와 표현 (9)

- “ to collaborate on the project with him 그와 프로젝트를 공동으로 작업하다
- “ the offer is only applicable to bookings for double rooms 그 제안은 더블룸 예약에만 적용된다
- “ sales figures are lagging behind last year's by 30 percent 판매량이 작년도에 비해 30% 떨어지고 있다
- “ to come close to breaking even 거의 손익분기점에 다다를뻔 하다
- “ in stark (= marked, sharp)[odd contrast to] ~ ~ 이전 방식과는 극명하게[묘하게 대조적으로]
  
- “ his grades are twice as high as his predecessor's 전임자보다 그의 점수가 두 배 높다
- “ the product hardly requires any servicing 이 제품은 사후 정비(수리, 서비스)가 거의 필요 없다
- “ it needs less / regular servicing 그것은 사후 수리의 필요성이 적다 / 정기적인 점검(수리)가 필요하다
- “ high standards of customer service 높은 수준의 고객 서비스
- “ to service the recent surge in demand 최근 급증하는 수요에 대응하다
  
- “ she ran a restaurant in Boston 그녀는 보스턴에서 식당을 운영했다
- “ the hotel is well-run and extremely popular 그 호텔은 잘 운영되고 있고 아주 인기가 있다
- “ a spacious and thriving family-run restaurant in Seoul 서울에 있는 널찍하고 붐비는 가족 운영 식당
- “ the bus doesn't run on Sundays 일요일에는 그 버스가 운행하지 않는다
- “ when ink / the supply is running low 잉크 / 공급이 떨어져 가면 (※ We're running low on ink.)
  
- “ it has increased substantially(= considerably) in recent years 최근 그것이 상당히 증가했다
- “ hard to differentiate one sample from another 두 개의 샘플을 구별하기 힘든
- “ a policy which discriminates(= differentiate) between the two 그 둘을 차별하는 정책
- “ a viable alternative[proposition, option, strategy] 성공할 수 있는 대안[제안, 선택, 전략]
- “ to take into account that the plan can pose a problem 그 계획이 문제를 일으킬 수 있다는 점을 고려하다
  
- “ a plane with ten people on board(= aboard) 10명이 탑승한 비행기
- “ it is subject to periodic review 그것은 정기적으로 검토해야 한다
- “ to meet periodically to discuss progress 진전 상황을 토의하기 위해 주기적으로 만나다
- “ to cut back carbon emissions[private education spending] 탄소 배출[사교육비]을 줄이다
- “ to cut back on(= cut down on) food[staff, workload, sweets] 음식[직원, 업무량, 당분]을 줄이다
  
- “ at your earliest possible convenience 당신에게 편한 빠른 시간에
- “ an extended warranty to cover any damages or malfunctions 손상이나 불량을 보상해줄 연장 보증
- “ to eliminate the need[possibility, risk] 필요[가능성, 위험 부담]를 제거하다
- “ to eradicate poverty[inflation, illiteracy] 빈곤[인플레이션, 문맹]을 퇴치하다
- “ the impending crisis[disaster, chaos, eviction, change] 임박한 위기[재앙, 혼란, 퇴출, 변화]

## 토익 빈출 어휘와 표현 (10)

- “ to be accused of negligence in carrying out safety procedures 안전 절차 이행의 태만으로 고발되다
- “ failure to wear a seat belt is contributory negligence 안전띠 미착용은 조성 과실이다
- “ a material made from recycled plastic containers 재활용 플라스틱 용기로 만든 재료
- “ the latest item to be made from eco-friendly materials 친환경 재료로 만든 최신 물품
- “ to express a willingness to transfer to New York New York으로 전근할 의향을 피력하다
  
- “ to suggest placing a trial order 시험 주문해 볼 것을 제안하다
- “ at no extra cost / at one's expense 추가비용 없이 / ~의 부담으로
- “ to pursue agricultural[financial self-sufficiency] 농업 자급자족[재정 자립]을 추구하다
- “ a major[significant] source of revenue 주된[중요한] 세입원
- “ remarkable profits[feat, achievement, accomplishment] 놀라운 수익[개개, 업적, 성취]
  
- “ it will have(= cause) a negative impact / effect on us 그것은 우리들에게 부정적 영향을 미칠 것이다
- “ an expert in transportation for perishable commodities 잘 상하는 물품 운송 전문가
- “ distinguishing[typical, redeeming] features 확연한[대표적인, (결점을 보완할 만한) 장점]이 있는 특장들
- “ exceptional circumstances[talents, quality, achievements] 특출한[이례적인] 환경[재능, 질, 업적]
- “ easily[readily, conveniently] accessible to everyone 모두가 쉽게[수월하게, 편리하게] 접근할 수 있는
  
- “ he was paid compensation 그는 보상을 받았다
- “ a performance-related remuneration system 성과 보상금 제도
- “ to follow it up with a phone call 그것의 후속(조치)로 전화를 걸다
- “ in follow-up research[treatment, visits] 후속 연구[치료, 방문]
- “ to follow up on an email message I sent to you 당신에게 보냈던 이메일의 후속으로 보내다
  
- “ to grow from a small startup to a large corporation 작은 창업 기업에서 대기업으로 성장하다
- “ the company is highly attentive to customers' needs 그 회사는 고객의 필요에 아주 신경 쓴다
- “ no specific[his passing reference] was made 특별한 언급이 없었다 / 그가 지나가는 말로 언급했다
- “ they must reference the order number 그것(들)은 주문번호를 반드시 표시해야 한다
- “ an extended analysis[trip, opportunity] 상세한 분석[장거리 여행, 확장된 기회]
  
- “ pursuant to the new regulations[your request] 새 규칙[당신의 요청]에 따라
- “ in accordance with(= in line with, in agreement with) your request 당신의 요청한 대로
- “ an impromptu(= unprepared) speech[party, meeting, concert] 즉흥적인 연설[파티, 회의, 연주회]
- “ to arrive at[seek, make, forge] a compromise 타협점(절충안)에 이르다[을 찾다, 에 이르다, 을 만들다]
- “ to meet regularly on a biennial basis 2년에 한번 꼴로 정기적으로 만나다 (※ biannual 연 2회)