

## **TOEIC IV – Most Common Word Forms (9 Answers)**

*These are some of the most commonly used words that appear on the test:*

1. **promotion**                      **promote**                      **promoting**                      **promoted**

*(basic meaning: get a higher position in a job // do things to make something more popular)*

Did you hear?! I finally got **promoted** to assistant manager! I've been waiting for this **promotion** for a long time. They were thinking of **promoting** John Smith, but luckily they decided to **promote** me because of my hard work.

2. **afford**                      **affordable**                      **affordability**                      **affordably**

*(to have enough money to buy something)*

Christmas is coming soon and we can't **afford** to waste any time. We need our new **affordably** -priced toys in stores ASAP! Toys that are not **affordable** for most families will go unsold and we will lose money. The **affordability** of our toys is our most important mission.

3. **instruct**                      **instruction**                      **instructor**                      **instructive**

*(to teach someone how to do something // teach about something)*

We are currently seeking an **instructor** to teach our new 2-week management course. Class **instruction** will be taught on-line and you will **instruct** a small group of our staff who wish to become managers. You'll need to give very **instructive** lessons in the course.

4. **beneficial**                      **benefit**                      **beneficially**                      **benefited**

*(a helpful and useful effect that something has)*

The city's new proposal will not only **benefit** the homeless, but will also **beneficially** help all low-income families in town. Previous proposals **benefited** only a few families and homeless, but this new one will be **beneficial** for so many of our residents.

5. **intend**                      **intention**                      **intentional**                      **intentionally**

*(one's plan to do something or make something happen)*

What was your **intention** in leaking our top-secret documents to the media?! What you did destroyed this company! Was it **intentional** ? Did you really **intentionally** try to destroy us? Well, you give me no choice. Now I **intend** to call the police and have you arrested!