


College Applied English Reading



大学应用英语 阅读教程 1

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前言

《大学应用英语阅读教程》针对普通本科院校（包括三本院校）非英语专业的学生规划、设计、编写而成，共分为三册，第一、二册为基础阅读理解阶段，第三册为阅读提高阶段。

本书为第一册，共有8个主题单元，每单元学习时间为4个课时。每个单元围绕同一主题展开，包括以下四个部分：第一部分Reading for General Ideas，内容为长篇阅读材料，由两篇阅读课文构成，练习依据最新大学英语四六级考试题型设置；第二部分Reading for Details，内容为仔细阅读材料，练习主要围绕帮助学生较快地获取阅读材料中准确信息而编写；第三部分Reading Skill and Word Building系统介绍阅读理解技巧和词汇结构知识，在帮助学生掌握阅读理解技巧的基础上强化语言基本功，提高阅读理解能力；第四部分Leisure Reading为休闲阅读，增强本教材阅读的趣味性和娱乐性，使学生在快乐阅读中增长知识，增强语感。同时，本书也设置了中国文化内容的翻译练习，旨在帮助学生将阅读中学到的词汇和篇章结构知识应用到语言输出中，全面提升学生的英语语言应用能力。

本教程有三大特点：首先，本教程的阅读材料以与普通本科院校非英语专业学生密切相关的生活、家庭、健康、时尚、网络等话题为中心展开，使学生能够在快乐阅读的同时快速复习英语基础语法概念和句法结构，以便在短时间内可以从事简单阅读和书面翻译。其次，本教程阅读材料选材地道，多半取自英语国家新闻报道等，语言及内容具有较新的近现率。最后，本教程的编写设计充分考虑到普通院校非英语专业学生的语言实际水平，针对可能出现的疑难点给出了较为详细的辅助材料，包括详尽的词表、注释和习题答案，方便学生自主学习。

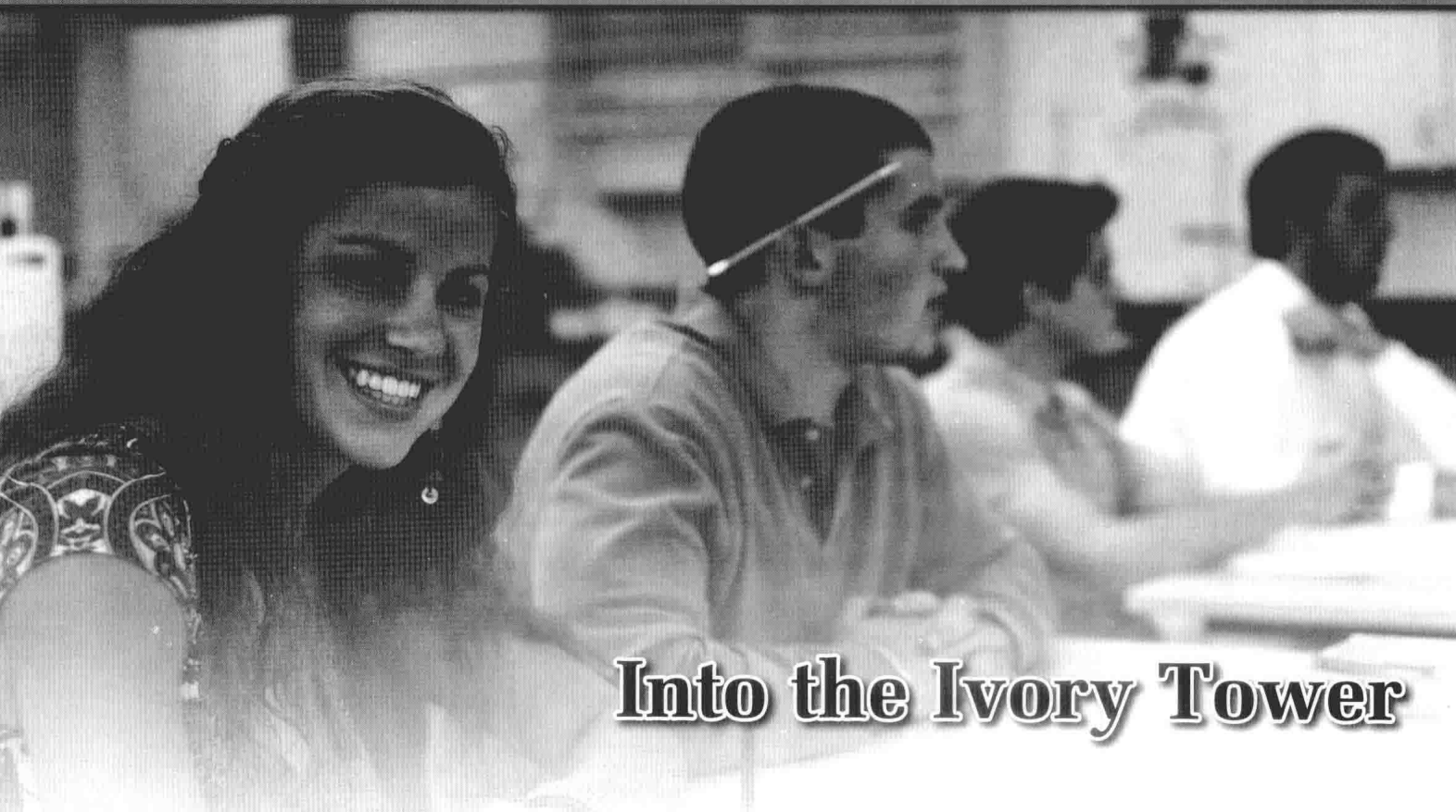
嘉兴学院外国语学院的部分老师参与了本教程的编写。本教程在完稿后，还听取了广州南方医科大学胡晓曦教授、宁波大学外国语学院院长卢植教授、南京理工大学外国语学院院长张权教授（同名非本书作者）、广州大学宋专茂教授、浙江大学外国语学院院长何莲珍教授、广东外语外贸大学肖建芬教授、广东外语艺术师范职业学院院长曾用强教授、河北大学汤新兰教授，以及国内有关同行专家的意见和建议，部分专家对教材进行了审阅，在此一并表示感谢。

编写组

2014年春于浙江嘉兴南湖之畔

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Into the Ivory Tower

Part I Reading for General Ideas

Preview

1. What is your ideal college in China and in the world?
2. What is your top priority when selecting your college: its fame, its location, its tuition, your interests, your academic profile or something else?

The following two texts are meant for getting general ideas in reading. Read them and then finish the exercises given after each text.

Text A

How to Apply to College

While an education from Harvard University¹ may seem ideal, it isn't the right fit for everyone, only a select amount of elite students get admitted each year (Harvard University rejects 93% of applications). When you apply to college you need to pick a school that aligns with your interests and academic profile, and that can meet your education goals and needs. To do this, you need to make a list, and then by looking at admissions statistics, including the test scores and

1. **Harvard University:** 哈佛大学是一所位于美国马萨诸塞州波士顿剑桥城的私立大学，常春藤盟校成员之一，1636年由马萨诸塞州殖民地立法机关立案成立。该机构在1639年3月13日以一名毕业于英格兰剑桥大学的牧师约翰·哈佛之名，命名为哈佛学院，1780年哈佛学院更名为哈佛大学。

GPA² of students admitted the previous year, get a feel for a school's selectivity and whether or not you would get in. Here is the applying to college process broken down into three easy steps:

Step 1: Making a List of Colleges to Apply To

With over 6 000 colleges in the United States, the first step in applying to college is to do some research and make a college list. This process will be different for everyone. Some students have schools in mind, some know the state they want to live in, and others have no clue where to start. Visit the college search page for tips on how to start searching for colleges. Read on to learn about choosing which colleges to apply to from your college list.

The number of colleges you apply to can vary, from applying to 1 school (not recommended) to 30 schools (not recommended), each applicant can choose how many colleges he applies to. Many limit the number because applications are accompanied with a fee. College application fees can range, but will on average cost around \$60. So, while it is important to apply to more than one college — just in case — applying to over 10 is really up to the individual. In general, students will want to apply to three types of schools: target, reach and safety schools. It is up to you how many applications you send, but a good mix would be more target than reach, and at least one safety. Make sure you properly identify where each school falls in comparison to your academic record.

Step 2: Splitting the List into Target, Reach and Safety Schools

Take out your list now and decide which are your top picks, which are attainable for you academically, which are affordable for you only with aid (don't discount a school because of price, but if this is a factor, have a backup plan), and refine your broad list into a group of schools that gives you the best chance for success. Talk to an admissions counselor at your high school if you have questions about this. Counselors usually have experience in what schools are a good fit for students with your academic record, test scores, extracurricular activities, and what type of aid your situation may provide.

Most schools will accept a range of test scores and GPAs, and will clearly list other requirements on their website. If your test scores are in the average range of accepted scores, and you meet other necessary requirements, this is a target school. A reach school is somewhere you choose to apply to, but you knowingly fall short of some requirements. It can still be worth to apply, because you may have some outstanding qualities that will see you through. For a safety school, you should feel that you meet and exceed their requirements. Your scores should fall on the high end (or exceed) what they list.

Step 3: Completing and Sending Applications to Colleges

Once your list is complete, you are ready to apply to college by completing and sending in applications! Remember, the list you create in Step 1, and refine to include target, safety and reach colleges in Step 2, needs to be ready by December in your senior year if you are applying

2. **GPA:** GPA英语全称是Grade Point Average, 平均成绩点数(平均分数、平均绩点)。美国GPA满分是4分, 即A=4, B=3, C=2, D=1。GPA的精确度往往达到小数点后1到2位, 如: 3.0、3.45。

at the regular deadline, or October in senior year if you plan to apply early decision or early action. Regular applications are due early January, and early action / decision are due early November, you will need a month (or more) to prepare your applications before sending them. (692 words)



Words and Expressions

- ① **elite** /eɪ'lɪt/ *n.* a small group of people who have a lot of advantages and keep the most power and influence 精锐, 精英
- ② **admit** /əd'mɪt/ *v.* to allow someone to enter a place, especially a public place such as a theater or museum; to allow someone to become a member of an organization 许可进入/加入
- ③ **reject** /rɪ'dʒekt/ *v.* to refuse to take something, for example because it is damaged or is not what you wanted; to refuse to accept someone for a job or a course of study 拒绝
- ④ **application** /æplɪ'keɪʃən/ *n.* a formal request for permission to do or have something; a written request for a job or a place at a college, university, etc. 申请, 请求, 申请表格
- ⑤ **align** /ə'lam/ *v.* to organize things so that they form a straight line or are in the correct position in relation to other things 排列, 成一条线
- ⑥ **academic** /ækə'demɪk/ *adj.* relating to education, especially education in colleges and universities; based on learning from books and study instead of on practical skills and experience 学术的, 学理上的
- ⑦ **profile** /'prəʊfaɪl/ *n.* a detailed description of a person, a group, or an organization a short article or a program about someone 简介
- ⑧ **statistics** /stə'tɪstɪks/ *n.* a number that represents a fact or describes a situation 统计数字
- ⑨ **selectivity** /sɪlek'tɪvɪtɪ/ *n.* the choosing of only some, not all, and the exercising of judgment in making the choice 选择性
- ⑩ **break down:** to divide something such as a total amount into separate parts 划分 (以便分析)
- ⑪ **have ... in mind:** to take something into consideration 记住, 考虑到, 想到
- ⑫ **clue** /klu:/ *n.* a piece of information that helps explain a situation or provide a solution to a problem 线索, 提示
- ⑬ **tip** /tɪp/ *n.* a useful suggestion 小建议, 小窍门
- ⑭ **vary** /'veəri/ *v.* to be different in different situations; if two or more things vary, they are different from each other 变化, 不同
- ⑮ **recommend** /,rekə'mend/ *v.* to say that someone or something is good and worth using, having, or experiencing 推荐
- ⑯ **applicant** /'æplɪkənt/ *n.* someone who applies for something, such as a job or a loan of money 申请人, 求职人
- ⑰ **accompany** /ə'kɒmpəni/ *v.* to happen or exist while something else is happening 伴随
- ⑱ **fee** /fi:/ *n.* an amount of money that needs to be paid in order to be allowed to do something such as join an organization (加入组织或做某事付的) 费
- ⑲ **range** /reɪndʒ/ *v.* to move with complete

- freedom around a large area; a to assign a rank or rating to something 变化, 排序
- 20 **on average:** typically 平均
- 21 **in case:** in order to be prepared for something that may happen 万一, 以防
- 22 **target** /'tɑ:ɡɪt/ *n.* the goal intended to be attained 目标
- 23 **identify** /aɪ'dentɪfaɪ/ *v.* to recognize someone and be able to say who they are; to recognize something and understand exactly what it is 识别, 认出
- 24 **comparison** /kəm'pærɪsən/ *n.* the process of considering how things or people are similar and how they are different 比较, 对照
- 25 **split** /splɪt/ *v.* to divide into smaller groups 分开
- 26 **attainable** /ə'teɪnəbl/ *adj.* possible to achieve, reach, or get 可到达的, 可得到的
- 27 **affordable** /ə'fɔ:dəbl/ *adj.* inexpensive enough for ordinary people to afford 付得起的
- 28 **discount** /'dɪskaʊnt/ *v.* to consider that something is not important, possible, or likely 认为(某种思想、事实、理论)不重要
- 29 **backup** /'bækʌp/ *adj.* people or equipment that can be used when extra help is needed 备用的, 后补的
- 30 **refine** /rɪ'faɪn/ *v.* to make small changes to something in order to improve it 改善
- 31 **counselor** /'kaʊnsələ/ *n.* someone whose job is to give advice and help to people with problems 顾问, (协助学生解决问题的) 指导老师
- 32 **extracurricular** /,ekstrəkə'rɪkjʊlə/ *adj.* outside the regular academic curriculum 学校课程以外的, 课外
- 33 **exceed** /ɪk'si:d/ *v.* to be greater than a number or an amount 超过
- 34 **fall short to:** to fail to reach a particular level or achieve something that you were trying to do 不足, 达不到
- 35 **outstanding** /,aʊt'stændɪŋ/ *adj.* clearly of very high quality or clearly superior to others in the same group or category 杰出的, 显著的
- 36 **see through to:** to make it possible for someone to continue to the end of something, especially something unpleasant or difficult 〈非正〉帮助渡过难关

Exercise 1 *Text comprehension: Choose the best answer for the following questions or incomplete statements.*

- What is the ideal type of colleges for high school graduates according to the author?
 - Schools that only enrolls elite students.
 - Harvard University is the ideal choice for every graduate.
 - Schools that fit one best in all aspects.
 - Schools that are not far away from home.
- Which of the following tips is NOT mentioned as suggested skills to choose an ideal college?
 - Make a college list.
 - Compare your scores and GPA with that of your classmates.
 - Understand a school's preference.
 - Understand your possibility of being enrolled.

3. According to the author, which of the following combinations might be a good mix of applications?
 - A. Only one safety school.
 - B. Five reach schools and one safety school.
 - C. Ten target schools, ten reach schools and ten safety schools.
 - D. Four target schools, two reach schools and two safety schools.
4. Which do we know about admissions counselors at high school from the passage?
 - A. They can advise graduates on how to apply to suitable colleges.
 - B. They can help graduates prepare tests and get high test scores.
 - C. They can provide extracurricular activities to graduates.
 - D. They can offer some financial aid to graduates.
5. Which of the following statements is FALSE according to the passage?
 - A. Target schools are the ones that you meet all their necessary requirements.
 - B. Safety schools are the ones that you not only meet but also exceed their necessary requirement.
 - C. Reach schools are the ones you don't meet some of their requirements but there is still possibility for you to get enrolled because of your outstanding abilities in some aspects.
 - D. The division of target schools, safety schools and reach schools merely depends on the range of test scores and GPAs schools accept.

Exercise 2 *Text comprehension: There are two explanations given after each sentence. Choose the one that can best fit the meaning of the sentence.*

1. Make sure you properly identify where each school falls in comparison to your academic record.
 - A. By carefully comparing your academic record with each school's requirement, be sure to clearly understand and recognize which of the three types each school falls into.
 - B. Besides comparing your academic record with your classmates, you need to be sure where each school is located.
2. It can still be worth it to apply, because you may have some outstanding qualities that will see you through.
 - A. It is still worthy of applying to this kind of school as your excellent performance in some aspect may help you get enrolled.
 - B. It is worthwhile to apply to this kind of school as the school can cultivate your excellent qualities which will be of great help to you.

Think critically about the material you're covering. It isn't enough to understand the material — you also need to respond to it, question it, and relate it to your existing knowledge. Focus on understanding the concepts in problems in math, sciences and engineering. Evaluate the main point and supporting evidence in social science. Understand how a text constructs meaning in humanities courses.

Take notes on your reading assignments. Have you ever read a whole chapter, only to find that you can't remember what was covered? By writing short summaries of your reading assignments in your own words, or by articulating your own questions and critiques, you can more easily recall what you have read for precept, for papers, and for exams.

Always go to lecture, listen to the professor, and take notes. It sounds obvious, but sometimes the desire for sleep can lure you into not going to lecture. Who's going to notice? But going to class and listening to the lecture can help you learn the material. Don't try to take down everything the professor says — seek to understand the key concepts and follow the line of argument or explanation. Listen actively — think about what the professor is saying, then write it down in your own words.

Start long-term projects the day they are assigned and conquer the lure of procrastination. Long-term projects, like term papers, midterm exams, and lab reports, are big assignments that can't be done well at the last minute. So when you are assigned a long-term project, immediately create multiple nonnegotiable deadlines. Start small and straight away. By coming up with a set of small, manageable tasks, rather than one huge one, you can motivate yourself to accomplish something small each time you sit down to work on the assignment.

Study with a specific, systematized plan that works for you. At the start of the semester, look at your schedule and plan your study time as you plan your course time. Write down where you are going to study and when you are going to study.

Find a productive study space that works for you. It should be a well-lit place where you can concentrate without distractions and gain maximum productivity. You might find that you study best (and most efficiently) when you are away from the interruptions of roommates, e-mail, and phone calls.

Use the time between your classes. Have ten minutes between classes? Get to your next class early, and spend five minutes reviewing the notes from last lecture. Have an hour? Bring some reading, and get something done between classes.

Maximize what you learn from lectures by adopting active listening skills, taking effective notes, and reviewing your notes within twenty-four hours of taking them. Even a brief review in the ten minutes before class will help you retain information better and remember it for papers, problem sets, and exams. (566 words)



Words and Expressions

- ① **transition** /træn'sɪʒən/ *n.* the process of changing from one situation, form, or state to another 过渡, 转变, 变迁
- ② **fellow** /'feləʊ, 'felə/ *adj.* the people that you work with, go to school with, or often spend time with 同伴的, 同事的, 同类的
- ③ **strategy** /'strætədʒi/ *n.* a plan or method for achieving something, especially over a long period of time 策略, 战略
- ④ **course** /kɔ:s/ *n.* a series of lessons or lectures in an academic subject or a practical skill 科目, 课程
- ⑤ **pace** /peɪs/ *n.* the speed at which something happens or is done 速度
- ⑥ **assignment** /ə'saɪnmənt/ *n.* work that one must do as part of a course of study or as part of a job 任务, 工作, (课外) 作业
- ⑦ **challenging** /'tʃælɪndʒɪŋ/ *adj.* difficult to deal with or achieve, but interesting and enjoyable 挑战性的, 引起兴趣的
- ⑧ **critically** /'krɪtɪkəli/ *adv.* carefully, in order to judge what the good and bad aspects of something are 批判性地
- ⑨ **respond** /rɪ'spɒnd/ *v.* to reply, especially in writing 回答, 响应
- ⑩ **relate to:** to be about something, or to be connected with something 有关联, 与...有关
- ⑪ **concept** /'kɒnsept/ *n.* a broad abstract idea or a guiding general principle 观念, 概念
- ⑫ **evaluate** /ɪ'veljueɪt/ *v.* to think carefully about something before making a judgment about its value, importance, or quality 评价, 对...评价
- ⑬ **construct** /kən'strakt/ *v.* to create something such as an idea or system by making various things fit together 构成
- ⑭ **only to:** unexpectedly that ... 不料竟会...
- ⑮ **articulate** /ɑ:'tɪkjuleɪt/ *v.* to speak or express clearly 清楚地用言语表达
- ⑯ **critique** /krɪ'tɪ:k/ *n.* a carefully written examination of a subject that includes the writer's opinions 评论文章, 评论
- ⑰ **precept** /'pri:sept/ *n.* a rule, instruction, or principle that teaches correct behavior 规诫, 戒律, 箴言
- ⑱ **lure** /ljʊə/ *v.* to trick someone into a particular place or to trick him into doing something that he should not do 吸引, 引诱
- ⑲ **seek** /si:k/ *v.* to try to find something such as an answer or a reason 查找, 查寻
- ⑳ **conquer** /'kɒŋkə/ *v.* to gain control of a situation or emotion by making a great physical or mental effort 征服
- ㉑ **procrastination** /prəʊ,kɹæstrɪ'neɪʃən/ *n.* the action to delay doing something until later, usually something that you do not want to do 延迟, 拖延
- ㉒ **multiple** /'mʌltɪpl/ *adj.* involving or consisting of many people, things, or parts 多重的
- ㉓ **nonnegotiable** /,nɒnneɪ'gəʊʃəbl/ *adj.* something that is nonnegotiable or is fixed and cannot be changed through discussions 不可谈判的
- ㉔ **motivate** /'məʊtɪveɪt/ *v.* to make someone feel determined to do something or enthusiastic about doing it 使有动机, 促动, 激发, 诱导, 激发...的积极性
- ㉕ **accomplish** /ə'kɒmplɪʃ/ *v.* to succeed in doing something, especially something that you have been trying to do for a period of time 完成, 达到(目的)
- ㉖ **specific** /spə'sɪfɪk/ *adj.* involving or relating to only one particular thing or type of thing 明确的, 具体的

- 27 **systematize** /'sɪstəmətaɪz/ *v.* to organize something according to a system 使系统化, 使成体系
- 28 **concentrate** /'kɒnsəntreɪt/ *v.* to give all direct one's attention on something 专心于, 注意
- 29 **distraction** /dɪs'trækʃən/ *n.* something that gets your attention and prevents you from concentrating on something else 注意力分散
- 30 **productivity** /ˌprɒdʌk'tɪvəti/ *n.* the rate at which goods are produced, especially in relation to the time, money and workers needed to produce them 生产率, 生产力
- 31 **maximize** /'mæksɪmaɪz/ *v.* to make something as large as possible 最大化
- 32 **retain** /rɪ'teɪn/ *v.* to remember ideas or information 留在心中, 记住

Exercise 1 *Text comprehension: Choose the best answer for the following questions or incomplete statements.*

- What is the main idea of the passage?
 - The passage lists some strategies to help freshmen to adapt themselves to the college life.
 - The passage talks about the importance of attending classes in college.
 - The passage lists all the requirements set by the authority of Princeton.
 - The passage teaches college students how to use their time efficiently.
- Think critically means _____.
 - to understand the concepts in problems
 - to evaluate the main point and supporting evidence
 - to understand how a text constructs meaning
 - all of the above
- Listen actively means _____.
 - to be active in class periods
 - to take down everything the professor says
 - to communicate actively with the professor and classmates
 - to consider what the professor is saying and understand the key concepts, and then to take effective notes
- Long-term projects _____.
 - should be accomplished on the day they are assigned
 - can be done well at the last minute
 - can be divided into a set of small, manageable tasks which you can accomplish them one by one
 - are big assignments for which you can make changeable deadlines
- After reading the following strategies of being a successful college student, which do you think is the most vital for you?
 - Keep up with the material by studying every day.
 - Think critically about the material you're covering.

- C. Always listen actively and take notes on your lectures.
D. Find a productive study that works for you.

Exercise 2 *Vocabulary: Read Text B for the second time and underline or circle unfamiliar words. After reading the text for the third time, try to understand these unfamiliar words with a dictionary.*

The words in the context

the meaning

1. **Evaluate** the main point and supporting evidence in social science. _____
2. ... by **articulating** your own questions and critiques, ... _____
3. Start long-term projects the day they are assigned and conquer the lure of **procrastination**. _____
4. It should be a well-lit place where you can **concentrate** without **distractions** and gain maximum productivity. _____
5. Your professors and **preceptors** can help you with questions about their courses. _____

Exercise 3 *Vocabulary: Working with parts of speech: The chart below contains members (parts of speech) of word families. Use a dictionary to find other parts of speech of the same family. Some families have more than one part of speech, such as more than one noun, and none of another part of speech, such as the verb. If a word family does not have a particular part of speech, put a dash mark in the appropriate box in the chart. Compare your answers in a group. The first word family is completed for you.*

Noun(s)	Verb(s)	Adjective(s)	Adverb(s)
transition	transit	transited	—
		successful	
	assign		—
			critically
explanation			—
		negotiable	
	manage		
productivity			
	maximize		
		effective	

Topics for Discussion

1. What do you think is the major difference between college life and high school life?
2. What is the biggest obstacle to you to fit into the campus life?
3. What do you think is the most efficient way of learning English?

Part III Reading for Details

The following two passages are meant for seeking details in reading. Read them and then finish the exercises given after each passage.

passage 1

College shouldn't be about making money, but with the tuition fee rising as much as 8% per year, working while in school has become a necessity for many. One problem that college students face is finding a part-time job that fits into a schedule that is non-traditional but frequently changes. On top of that, finding a job that pays enough to make it worth investing the time can be a challenge as well. If you're looking for that perfect part time college job, here are a few ideas.

Administrative Assistant

You might think of an administrative assistant as somebody who sits at a desk all day, answering phones and typing letters. While that is true for some, there are executives who are looking for part-time help when their workload is unusually high. Technology even allows administrative assistants to work remotely as virtual assistants. Salaries can be \$20 or more per hour, but there is a wide range depending on the type of work needed.

Aerobics Instructor

Do some people call you a "gym rat?" If you love fitness and like to teach others, a part-time job as an aerobics instructor or personal trainer may be an ideal part-time job for you. Personal trainers require additional certifications, but teaching a fitness class does not. The average hourly pay for this position is around \$15 and you receive the added benefit of being paid to work out.

Computer Tech

If you're a technology guru, look for a job either on or off campus as a tech support worker or retail clerk in a computer store. Especially for those pursuing degrees in areas like computer science, tech support can offer valuable insight into the kinds of issues the average computer user encounters. This knowledge is helpful for those who may later develop software applications.

Bank Teller

Many bank tellers work on a part-time basis. For those in the finance field, becoming a teller is an entry-level position that may result in an even better position upon graduation. The average salary may only be \$12 per hour, but it's a great way to start a career in the financial industry. Some banks have branch locations on the campuses of local universities, making it a good job for students without a car.

Babysitter

Of all of the jobs here, this may be the lowest-paying job, but you're sure to find a lot of work if you're reliable, trustworthy and good with children. If you're concerned about getting your homework done, look for parents working second or third shifts. Once the kids go to bed, get to work. According to Payscale.com, hourly pay can range from \$5 to \$14 per hour, but combining babysitting with tutoring can yield even better rates.

The Bottom Line

Before looking for part-time work while in school, search for a job that is related to your field. Even if it pays little or no money, ask people that you know if they can find work for you, as most people are more comfortable with hiring individuals they know, rather than reading resumes and going through the interview process. An internship or low-paying job in a field related to your future career is likely a better choice than taking a job that provides you with no contacts in your field of choice. (554 words)

Words and Expressions

- ① **tuition** /tju:'ɪʃən/ *n.* money that you pay to take classes, especially at a college, university, or private school 学费
- ② **necessity** /nɪ'sesəti/ *n.* the condition of being essential or indispensable 必需品
- ③ **schedule** /'fedʒu:l, skedʒul/ *n.* a temporally organized plan for matters to be attended to 时刻表, 进度表
- ④ **invest** /in'vest/ *v.* to use money with the goal of making a profit from it, for example by buying property or buying stock in a company 投资, 花费
- ⑤ **challenge** /'tʃælɪndʒ/ *n.* something that needs a lot of skill, energy, and determination to deal with or achieve, especially something you have never done before and will enjoy doing 挑战
- ⑥ **administrative** /əd'mɪnɪstrətɪv/ *adj.* relating to the management of a company, organization, or institution 管理的, 行政的
- ⑦ **assistant** /ə'sɪstənt/ *n.* someone whose job is to help another person in their work, for example by doing the easier parts of it 助手, 助理
- ⑧ **executive** /ɪg'zekjʊtɪv/ *n.* a senior manager in a business or other organization 总经理
- ⑨ **workload** /'wɜ:kləʊd/ *n.* the amount of work that a person or organization has to do (某一人或组织的) 工作量, 工作负担
- ⑩ **remotely** /rɪ'məʊtli/ *adv.* from a distance 遙