

吉林大学成人教育英语系列教材

English

大学英语

主编 刘淑范 石文博 孙 萍 (中)

吉林人民出版社



医药学院610 2 01205602

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前 言

随着高等学校教育改革的不断深入和市场经济对人才质量要求的迅速提高,对成人本科学生的英语水平也提出了更高要求,相应地成人本科学生参加英语学位考试并获得学士学位的比例也逐年提高。因此为了适应社会主义市场经济和高等学校成人本科英语教学的实际需要,结合成人教育的特点,我们新编了这套成人本科学生用“大学英语”教材。本

教材由上、中、下三册组成,共 32 单元。每单元由课文、词汇、语法、阅读、翻译等基本内容组成。

本教材在编写过程中,力图突出以下特点:

1、适应性强:本教材以语言共核教学为基础,注重适用性,可用于文、理、工、农、医等各学科的成人本科基础英语教学。考虑到成人教育学生的学习方式是以自学和集中面授相结合这一特点,在教材的组织和选编上,贯穿了由浅入深,循序渐进的原则。

2、趣味性强:本教材选材广泛,体裁多样,内容生动活泼,语言地道。课文与阅读完全选材于英文原著,知识性、趣味性并存。

3、知识连贯性强:本教材注重语言基础知识的联系及其应用。通过使用本教材,可以使学生的英语基础知识更加牢固,而且能够培养并提高学生的英语读写能力,使学生能够运用所学的知识,独立地获取所需的英文信息。

本教材在编写过程中,参考了大量的相关资料,也得到了有关人士的支持与帮助,在此表示衷心的感谢。

由于编者水平有限,书中难免有不足之处,恳请广大读者及同行专家不吝赐教,以便更正。

编 者

2002 年 5 月

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Unit One

Text A

Western Manners

Social Etiquette in Formal Society

A good conversationalist is popular anywhere, so conversation is an art worth studying. Notice what makes other people's conversation attractive or unattractive. Practice saying only things which are interesting to others. It is bad taste in society to talk vainly about one's self or one's family. There are many interesting and fascinating subjects of conversation in these days—world issues, social problems, literature, art, music, psychology, education, science, sports, hobbies or any special interest one has in common with others. Nothing reveals more quickly the kind of person you are than the things you talk about.

Subjects to Avoid

There are certain things which it is considered bad manners in Western countries to talk about in society. It is very important to know these and avoid them. The subjects to be avoided are: bodily functions, or anything connected with the more private parts of the body, details of birth, details of unpleasant illnesses; income or salary of friends, or prices of their possessions; the age of the person one is talking with; personal questions or remarks, such as, "Why don't you get married?" or "I should think you would want to have some children." Some of these are allowed in Chinese society, but they are all taboo in formal Western society.

Speaking about One's Country

It is not good manners to speak of one's own country as if it were more important or better than others. But neither is it good to speak badly of one's country or call it "unworthy".

Western manners do not require one to say anything that is untrue, but it is best to avoid being too frank about things which would make people feel uneasy—unless by doing so you feel some good might come of it. Speak naturally but not boastfully of the good things in your own country, and speak appreciatively of what you can approve of in the foreign country.

The Right Attitude

In a conversation or discussion it is bad manners to take more than your share of the time in talking when others wish to talk also. It is bad manners to interrupt anyone else when he is talking. It is bad manners to be dogmatic and sure of your own point of view, suggesting by your speech or action that no one else's viewpoint is of any value. It is bad manners to get cross or surly or angry in a conversation or discussion. If you think as much of others as of yourself, you will not make any of these mis-

takes.

It is considered impolite, when in a small group, for two people to talk together in a language unfamiliar to the others. If for any reason you find it absolutely necessary to do so, you may say to the others, "Would you pardon me, please, if I explain something to Mr Spooner in Chinese?"

Some Polite Phrases: "Thank You"

"Thank you" is used much more frequently in the West than in China. When anyone does something for you, no matter how small and no matter whether he is a superior or a servant, it is proper to say "Thank you". For example, you would say "Thank you" in any of the following circumstances: if someone picked up and handed to you something you had dropped; if your neighbor at table or a servant passed some food to you; if someone showed you the way to go; if a member of the family, even if quite young, brought you something you wanted; if the postman handed you a letter; if a clerk in a store handed you the article you had bought. When anything is offered to you, it is not polite to say, I don't want it, as Chinese would allow. You should say, "Yes, thank you," if you wish it; or "No, thank you," if you refuse it.

Begging Pardon and replying

According to western manners it is necessary to beg a person's pardon in each of the following circumstances: if you accidentally knock or brush against someone; if you touch the arm or foot of someone sitting at table; if you are forced to pass in front of someone; if you find it necessary to interrupt a conversation; if you disturb someone at work, in writing a letter, in reading, in playing a game, etc. If you find you have blocked someone's view or have come between him and the light, you may say, "Pardon me," or "I beg your pardon." Nowadays people often say "Sorry", or "Excuse me". If it is a very small matter, the only reply necessary is a smile and a slight inclination of the head. Otherwise you may say, "Certainly," or some reply suitable to the circumstances.

If you do not understand what someone has said to you, say, "I beg your pardon?" with a rising tone in your voice. This means: Pardon me for asking again, but I regret I did not understand and should like you to clarify what you said. Never say "What?"

If you find it absolutely necessary to leave your guests, or to leave someone you are conversing with, say, "Excuse me for a moment, please." "Certainly", or a smile and a nod are sufficient reply.

New Words

etiquette/eti'ket/n.

rules for formal behaviour 礼节, 礼仪

conversationalist/kɒnvə'seɪʃənəlɪst/n.

交谈者 健谈者

attractive/ə'træktɪv/a.

having the power to attract 吸引人的, 引起兴趣的

vainly/'veɪnli/ad.

自负地

fascinate/'fæseɪneɪt/v.

to attract greatly 使着迷

issue/'ɪʃu:/ <i>n.</i>	a question that arises for discussion 问题, 争论点
literature/'lɪtərɪtʃə/ <i>n.</i>	books, etc. valued as works of art 文学作品
psychology/saɪ'kɒlədʒi/ <i>n.</i>	the science, study, of the mind and its processes 心理学
reveal/'ri:vi:l/ <i>v.</i>	to make known; display 揭示
bodily/'bɒdili/ <i>a.</i>	of or in the human body or physical nature in person; in the body 亲自, 亲身
taboo/tə'bu:/ <i>n.</i>	禁忌
frank/fræŋk/ <i>a.</i>	expressing clearly one's thoughts and feelings 坦率的
uneasy/ʌn'izi:/ <i>a.</i>	not easy in body or mind; troubled or anxious 不安的
boastfully/'bəʊstfʊli/ <i>ad.</i>	自夸地
appreciatively/ə'pri:ʃətɪvli/ <i>ad.</i>	有欣赏力地, 感激地
approve/ə'pru:v/ <i>v.</i>	赞成, 同意
attitude/'ætɪtju:d/ <i>n.</i>	a manner of feeling and behaving 态度
interrupt/'ɪntə'rʌpt/ <i>v.</i>	to break the flow of speech or action of (someone) by saying or doing something 打断
dogmatic/dɒg'mætɪk/ <i>a.</i>	武断地
viewpoint/'vju:pɔɪnt/ <i>n.</i>	a point of view 观点
surly/'sɜ:li/ <i>a.</i>	bad-tempered 坏脾气的
absolutely/'æbsəlu:tli/ <i>ad.</i>	completely 绝对, 完全
superior/sju:'piəriə/ <i>n.</i>	a person of higher rank 上级, 优胜者
circumstance/'sɜ:kəmstəns/ <i>n.</i>	(pl.) 情况, 环境
clerk/klɜ:k; klɛ:k/ <i>n.</i>	店员, 办事员
accidentally/ˌæksɪ'dentəli/ <i>ad.</i>	by chance 偶然地
disturb/dis'tɜ:b/ <i>v.</i>	to break in upon (a person speaking or doing something, his speech, etc.) 打扰, 打断
nowadays/'naʊədeɪz/ <i>ad.</i>	at the present time; in these modern times 现在
slight/slaɪt/ <i>a.</i>	not great; small or weak 轻微的
inclination/ɪnkli'neɪʃən/ <i>n.</i>	bending; slope 倾斜
tone/təʊn/ <i>n.</i>	音调, 音质
clarify/'klærɪfaɪ/ <i>v.</i>	to make clearer and easier to understand 阐明, 澄清
converse/kən'vɜ:s/ <i>v.</i>	to talk informally 非正式地交谈, 谈论
sufficient/sə'fɪʃənt/ <i>a.</i>	enough 足够的

Phrases and Expressions

in common (with)
connect...with

共同, 共有
与...有联系

speak badly of	把…说得很糟,说…坏话
come of	由…引起,是…的结果
approve of	称许,满意,同意
get cross	生气,发怒
(be)unfamiliar to	不熟悉的,陌生的
knock against	碰撞
brush against	擦过,掠过
at work	(人)在工作,(机器)在运转
converse with	与…交谈

Notes

1. It is not good manners to speak of one's own country as if it were...在此句中“as if”引导的是虚拟语气条件句,它经常表示与事实相反的事情,从句谓语动词用相当于动词过去式的形式表示。例如:He speaks English well as if he were a native American.根据 as if 的用法,我们知道他实际上不是美国人。
2. When anyone does something for you, no matter how small and no matter whether he is a...此句中 no matter 后加疑问代词、副词,表示无论…”。

Exercises

Comprehension of the Text

I. Choose the best answer to each of the following questions.

1. Paragraph 1 tells us that a welcome partner in conversation is one who _____.
A) talks a lot B) studies arts
C) talks about interesting things D) reveals his personality
2. The things one usually talks about _____.
A) show his character B) reveal his subjects of study
C) identify who he is D) tell people of his age
3. If one suffers from some unpleasant illness it would be better for his partner in conversation _____.
A) to pretend to know nothing about it
B) to stop talking with him
C) not to talk about it openly
D) to go and ask for a doctor
4. It is not good manners _____.
A) to make people feel uneasy
B) to speak of one's own country

- C) to be frank with other people
D) to discuss one's self with other people
5. It is respectable in Western manners _____.
A) only to say things that are true
B) to speak naturally and appreciatively
C) to speak boastfully of the other countries
D) to boast about one's own country
6. Paragraph 5 shows that it is good manners _____.
A) to hide one's point of view
B) to avoid making mistakes
C) to let other people take their time
D) to force other people to accept your view
7. If you find you differ from other people in your views, the best thing to do is _____.
A) to get angry
B) to accept their views
C) to give up your own views
D) to consider their views carefully
8. The best title for Paragraph 7 is _____.
A) "Where to Say Thank You" B) "When to Say Thank You"
C) "How to Say Thank You" D) "How Often to Say Thank You"
9. Paragraph 8 suggests that "Pardon" or "Excuse me" should be used when _____.
A) you are making a reply
B) you knock down someone
C) you want to express thanks
D) you bring inconvenience to others
10. If someone says "Excuse me for a moment" to you before he leaves you, your reply should be _____.
A) "Never mind" B) "Certainly" C) "You are welcome" D) "Thank you"

II. Fill in the following sentences with the information contained in the passage.

1. In conversation, you can talk about many things that may interest your friends. Name a few more besides the one given below.
World issues, _____, _____, _____, _____, _____, _____.
2. According to Western manners, certain things are forbidden to talk about. They are taboo. Can you make a list of them?
Marriage, _____, _____, _____, _____, _____, _____.
3. What are the right attitudes in a conversation?

1) Let others have their share of time.

2) _____

3) _____

4) _____

5) _____

III . 1. Think of suitable expressions to complete these dialogues and proceed to justify your answer orally. The first one has been done for you.

1) A: Here is your change.

B: Thank you.

(When a shop-assistant gives you the change, you should say "Thank you".)

2) A: Is there anything I can do for you?

B: _____

3) A: Would you like a drink?

B: _____

4) A: Pass me the salt, please.

B: Here you are.

A: _____

5) A: Here is your bread and some sugar.

B: _____

6) A: Excuse me. Here is the wallet you left in the car.

B: _____

7) A: Go straight on for two blocks. The post office is around the corner on your right. You can't miss it.

B: _____

2. According to the passage, what would you say in each of the following situation? The first one has been done for you.

1) You have blocked someone's view unintentionally.

Sorry.

2) You touched someone's back accidentally.

3) You stepped on someone's foot accidentally.

4) You have to trouble someone for a few seconds.

5) You think you're forced to pass in front of someone.

6) You have found it absolutely necessary to interrupt someone.

7) You suppose you have got to leave someone for a short while.

8) You're not sure of what someone has just said and want him to repeat it.

Vocabulary

IV. Fill in the blanks with the words given below. Change the forms if necessary.

interrupt	superior	attractive	function
sufficient	attitude	clarify	manner
approve	art	reveal	slight
issue	uneasy	disturb	value

1. In India great achievements in _____ and architecture are due to its civilization.
2. The telephone calls _____ my work from time to time.
3. The committee reached a decision on an _____ though one or two people insisted on their personal opinions instead of supporting the decision.
4. Some old people do not _____ of modern styles or art, though young people have different viewpoints.
5. He was charged for he _____ state secrets to enemy countries.
6. No offers of money, jobs or any other advantages will influence him or change his _____.
7. Last year there was only a _____ increase in production, so we should try our best to improve things.
8. The _____ of the root of a plant is to fix the plant in its place and to take in water and food substances present in the earth through the ends of branches.
9. It is considered bad _____ to talk about things such as age, income and marriage according to western manners.
10. Darcy found Elizabeth _____ not so much because of her beauty but because of her brain and her pride.
11. The driver was _____ about the old bridge in such a storm.
12. He was popular with the students as they found his lectures were of real _____.
13. The clerk is frank with her colleagues even if some of them are her _____.
14. We avoid interrupting others, for to _____ someone is thought of as something bad or unpleasant.
15. You will regret speaking in an angry tone as soon as I _____ what I mean.
16. When supplies of steel are not _____, we buy steel from foreign countries occasionally.

V. Fill in the blanks with the expressions given below. Change the forms if necessary.

approve of	attitude to	connect with
even if	suitable to	in common with
come of	speak badly of	knock against
be at work		

1. Try it again even if you believe that nothing much will _____ it.
2. Circumstances are facts or conditions _____ a development or a person.
3. The plan will be operated only when conditions are _____ us.
4. In certain circumstances it may not be wise to say everything you know, _____ your knowledge is correct.
5. It's very difficult to get along with these people as I have nothing _____ them.
6. The way people behave to us often depends on our own _____ them.
7. We'd better give him advice instead of _____ him behind his back.
8. Nowadays young people do not take much notice of what older people _____.
9. People say "Sorry" or "Excuse me" when they accidentally _____ someone.
10. Wherever he _____, he was always so absorbed that he often did not notice what was happening around him.

Text B

School Manners

Manners in the schoolroom, as everywhere, are important to happy relations with the group. Western manners here differ only slightly from good Chinese manners.

Greeting the Teacher

If you are in a very large class, it may not be necessary to greet the teacher on arriving, but it is always quite proper if you happen to catch the teacher's eye as you enter. In a small class the teacher will probably notice each one as he arrives, and you should smile and say, "Good morning, Dr Fenn." Western manners do not require you to stand up when the teacher comes in or when you answer a question, nor do you need to stand still at the door for a moment when you come in.

One usually does not address one's teacher by his first name, either in speech or in writing. If one's teacher's name is Gordon Agnew, it is not proper to say "Gordon", nor to write "Dear Mr Gordon." And one never speaks to one's teacher as "Teacher". It is quite proper to say "Sir" to a man, but if your teacher is a woman, you must use her surname.

Coming Late

It is bad manners to come late to class. If you are unavoidably late, an apology should be made to the teacher either at the time or after class. Repeated lateness is a form of rudeness based not only on

carelessness of outward forms, but on real unthoughtfulness of others, as a latecomer takes away everyone's thoughts from the lesson.

Talking in Class

It is bad manners in the schoolroom, as elsewhere, to talk while anyone else is talking. If you have something to say that is on the subject, wait till you have a chance and say it to the whole class. If it is not on the subject, keep till the class is over. Who has not been annoyed by having his attention taken from something interesting he really wants to hear! And it is especially rude to the teacher, making it very difficult for him to continue the lesson. Thoughtlessness of others is bad manners at any time and in any place.

It is bad manners to interrupt anyone who is reciting or speaking. It is bad manners to wave the hand in the air to attract the teacher's attention. It is bad manners to show an excessive eagerness to recite and show off your knowledge or cleverness. It is also bad manners to keep silent when the teacher asks you a question. If you do not know the answer, say so immediately; if you do, give it in a distinct voice so that all the class may hear.

Looking at Others' Work

It is bad manners in the classroom, as elsewhere, to look at anything your neighbor has written, or to try to see what mark he has received without asking his permission. It is good manners for students to help each other if the desire is mutual and the teacher allows it. In examinations and in certain kinds of written work intended to measure the pupil's own progress it is not only dishonest and foolish to help or to ask help from others, it is also thoughtless of real values. For the sake of being "Partial" to one student much larger values are destroyed. One may not agree with the examination system, but at present it is basically the only measure the teacher and the rest of the world can go by to determine whether a student is qualified in a certain line or not.

Laughing at Others

It is bad manners to laugh at others' mistakes or accidents. You can realize why if you think how you feel yourself when laughed at. It is very bad manners to laugh at any unfortunate student who has a peculiarity of walking or talking or any deformity of the body. Such persons should be treated with real kindness. Make them feel that you do not notice their misfortune.

And be friendly. Snobbishness—looking down on others—is one of the worst forms of rudeness, because it puts such a ridiculous value on oneself. Take it for granted that the next person is as good as or better than yourself. If he hasn't as many brains he may be making much more of the ones he has. The chances are that you will discover qualities you can admire in the person you are tempted to laugh at, if you are friendly and openhearted.

Thinking of Others

Good manners are especially important in the library. The general rule is: Do not do anything that

might disturb your neighbor. Scraping chairs and shuffling feet are impolite; As well as talking or laughing while others are trying to work. If you have a bad cold you might disturb people by coughing or sneezing, it is better for you to take out a book and read it at home.

Helping the Teacher

Most teachers are sincerely anxious to help their students in any way they can, and it is polite for the students to help the teacher when they see something they can do, especially if the teacher is a woman and the student a young man. Sometimes the blackboard needs to be erased, or the door or window shut or opened. Sometimes there are papers to collect or distribute. This kind of help is always appreciated.

New Words

differ/'difə/v.	to be different 不同
apology/ə'pɒlədʒi/n.	a statement expressing sorrow for causing trouble 道歉
rudeness/'ruːdnɪs/n.	(of a person or their behaviour) not at all polite; offensive 粗鲁
outward/'aʊtwəd/a.	on the outside, though perhaps not really true 外面的
annoy/ə'noɪ/v.	to make a little angry, esp.
recite/ri'saɪt/v.	by certain repeated acts 使生气, 烦恼
excessive/ɪk'sesɪv/a.	to say aloud from memory 背诵, 朗诵
eagerness/'iːɡənɪs/n.	too much 过分的, 极度的
distinct/dɪ'stɪŋkt/a.	渴望
permission/pə'mɪʃən/n.	easily heard, seen, understood 明显的, 清楚的
mutual/'mjuːtʃʊəl/a.	an act of allowing someone to do something 允许
intend/ɪn'tend/v.	相互的, 共同的
thoughtless/'θɔːtlɪs/a.	to plan; mean(to do)想要, 打算
partial/'pɑːʃl/a.	showing lack of thought 不要考虑的
determine/dɪ'tɜːmɪn/v.	showing too much favour to one person or side 部分的
qualify/'kwɒləfaɪ/v.	to decide; (cause to) form a firm intention in the mind; 决定, 决心,
peculiarity/pɪ'kjʊləi'æriti/n.	to (cause to) reach a necessary standard or get a qualification (使)具有资格(历)
deformity/di'fɔːmɪti/n.	the quality of being unusual or strange 独特性, 特色
misfortune/mɪs'fɔːtʃən/n.	缺陷, 畸形(部分)
snobbishness/'snɒbɪʃnɪs/a.	(an instance of)bad luck 不幸
ridiculous/ri'dɪkjʊləs/a.	势利
	可笑的, 滑稽的

tempt/tempt/v.

openhearted/'əʊpən'hɑ:tɪd/a.

scrape/skreɪp/v.

shuffle/'ʃʌfl/v.

sneeze/sni:z/v.

sincerely/sɪn'siəli/ad.

erase/i'reɪz/v.

distribute/dɪ'strɪbjʊt/v.

to attract someone to do something 引诱, 诱惑

坦率的, 和善的

刮(或擦)出刺耳声

(站或坐时)把(脚)在地上滑来滑去

打喷嚏

诚挚地, 直率地

擦净, 抹净

to divide among several or many 分配

Phrases and Expressions

differ from

catch someone's eye

take away from

show off

for the sake of

go by

laugh at

look down on

take...for granted

与...不同

引某人注目

把...从...中移开, 把...从...拿走

炫耀, 卖弄

为了...的缘故

以...为标准, 根据...作出判断

嘲笑, 因...而发笑

看不起

把...认为当然

Exercises

Comprehension of the Text

Choose the best answer to each of the following questions.

1. If your teacher's name is David Lewis, it is proper to address him as _____.

A) Sir Lewis

B) Mr David

C) Mr Lewis

D) Teacher Lewis

2. If, unfortunately, you are late for class, you should _____.

A) wait at the door for a while before you come in

B) make a brief apology either right away or after class

C) not enter the classroom until permission is given

D) notify the teacher first before you come back again.

3. Interrupting people's talking in class is considered _____.

A) unnecessary

B) thoughtless

C) unavoidable

D) permissible

4. According to Western manners, it is rude to _____.

A) determine when to have an exam