

LEGE ENGLISH TEST

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大学英语考试辅导系列

大学英语

四级考试 **最新** 题型剖析
与 **最新** 实考试题

顾伯清 主编

 复旦大学出版社

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根据教育部最新考试大纲编写

大学英语四级考试
最新题型剖析
与
最新实考试题

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内 容 提 要

本书根据《全国大学英语四六级考试改革方案(试行)》精神,并按照四级考试最新题型结构编写而成。

全书主要包含以下多项内容:快速阅读、听力长对话、选词填空、汉译英等四大新题型以及改版后的两份最新实考试卷。本书将原考纲以“阅读为主”改为“听说为主,阅读并重,全面提高综合运用能力”,以快速迎合时代发展的需求。此外,原试题中听力部分所占比例也从 20% 提高到 35%,并增设了长对话,以培养考生的听说交际能力。选词填空重点考核考生在一定语境中对词汇的灵活运用。汉译英部分主要测试语法和词汇、短语或常用语表达层次上的综合应用能力。

本书严格依照四级考试新题型标准精心设计,所采用的资料新颖,难度相当,因而具有很强的针对性和实用性,是一部不可多得的必备参考用书。

为有利于教学和读者自测使用,我们将本书的新题型答案与详解及实考试题答案与剖析另订成册,并在其后附光盘一张。

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前 言

本书依据《全国大学英语四六级考试改革方案(试行)》精神,按照四级考试最新题型结构,由教学、考试辅导经验丰富的资深教师在深入分析、精心推敲样卷和真题的基础上编写而成,专门针对四级考试中新出现的快速阅读理解、听力长对话、选词填空、汉译英等四大新题型精心构思设计。

原先的考试大纲是“阅读为主”,目前已改为“听说为主,阅读并重,全面提高综合运用能力”。根据新的教学要求,试题中听力部分所占的比例已从原来的20%提高到35%,并且增加了长对话。

阅读理解部分也有很大变化,分为仔细阅读和快速阅读。仔细阅读部分除了传统的多项选择题还增加了篇章词汇理解。它考核在一定语境中对所给词汇的正确应用。而快速阅读理解题型的引入则是顺应了时代发展的要求,因为在学习、工作和日常生活中从海量信息中快速筛选出自己所需要的信息已经成为现代人必备的素质。

新增的汉译英主要测试考生在语法和词汇、短语以及常用语的表达层次上的综合应用能力。

本书囊括了新四级考试所有最新题型,并严格按照真题的题型、考点及分布规律编排组合,所设计的试题与真题水平高度吻合,真正做到了所有习题在容量、难度、考点覆盖等方面都与四级真题不相上下。

此外,本书还附有最新四级考试真题及详解。

书中如有疏漏与错误,敬请读者批评指正。

编 者

2007年1月

四六级考试各部分测试内容、题型和所占比例如下表所示：

试卷构成	测 试 内 容		测 试 题 型	比 例
第一部分： 写 作	写 作		短文写作	15%
第二部分： 快速阅读理解	快速阅读理解		是非判断 + 句子填空	10%
第三部分： 听力理解	听力对话	短对话	多项选择	35%
		长对话	多项选择	
	听力短文	短文理解	多项选择	
		短文听写	复合式听写	
第四部分： 仔细阅读理解	仔细阅读理解	篇章阅读理解	多项选择	25%
		篇章词汇理解或短句问答	选词填空或短句问答	
第五部分： 完型或改错	完型填空或改错		多项选择或错误辨认并改正	10%
第六部分： 翻 译	句子翻译		中译英	5%

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快速阅读

快速阅读题型介绍

快速阅读是新四六级考试中的新题型。《大学英语课程教学要求》中提出：“在快速阅读篇幅较长、难度略低材料时，阅读速度达到每分钟100词，能基本读懂国内英文报刊，掌握中心意思，理解主要事实和有关细节。能读懂工作、生活中常见的应用文体的材料。能在阅读中使用有效的阅读方法。”根据这一要求，该题型采用了“是非判断+句子填空或其他”的试题形式，要求考生在15分钟内，读完一篇1000~1200个单词左右的文章，并完成10个问题，其中7个是非题，3个填空题，以此来测试考生的浏览阅读和查读能力。

尽管快速阅读的材料难度略低，但篇幅较长、时间较短，还有些超纲的词汇。考生要准确答题、提高得分率，快速阅读技巧以及答题技巧就显得相当重要。

快速阅读技巧

1. 成组视读 (reading in thought groups)

成组视读是以“意群”(有意义的语法结构)为单位进行阅读的，这是提高阅读速度最简单也是最有效的阅读方法。以下列句子为例：

The little boy Johnnie had been up with a packet of mints and said he wouldn't go out to play until the post had come.

不掌握成组视读技巧的读者往往逐字阅读这句话，而掌握这一技巧的读者会一个意群一个意群地阅读，这样可以大大提高阅读速度：

The little boy Johnnie—

had been up—

with a packet of mints—

and said—

he wouldn't go out to play—

until the post had come.

成组视读的意群可以是一个组词，也可以是一个句子。这样的阅读不仅速度快，而且有助于理解，因为很多词或词组都是在一定的上下文中才能正确理解它们的意思。

2. 略读 (skimming)

略读是跳过细节，比如对不重要的描述与例子进行快速阅读，以求抓住文章梗概。这种方法可以帮助读者快速了解所读材料的体裁、结构和逻辑关系，以及文章的大意和主旨。

略读时,不要花时间去琢磨难句和生词,重点阅读开头段、结尾段,以及每段的段首句和结尾句。这些部分往往概括了文章的写作意图、主题思想以及结论。多数情况下,每一段的段首句或结尾句就是该段的主题句。如果文章有题目或小标题,首先要读题目或小标题,因为从这些题目或小标题上可以猜到所涉及的主要内容。

3. 查读 (scanning)

查读是要在文章中找到某种特定的信息或回答阅读理解所需要的事实及依据。这就需要快速扫视,寻读与答题相关的词句。有些细节问题,使用这一方法非常奏效;也有些细节问题,虽然在文章中不能找到现成的答案,却也可以通过查读找到文中与答题内容相关的范围,然后通过下文介绍的“细读”推断出答案。

4. 细读 (reading for full understanding)

细读就是在含有所需信息的段落或句子中找到准确的内容。要达到这一目的,读者不仅需要进一步重点细读有关的词语和句子,理解其表层意义,还需要对句子进行分析、归纳、推理,从而弄清文章中“字里行间”所隐含的意思,作出符合逻辑的判断,回答较为复杂的问题。在细读中如碰到生词或不熟悉的词组,可通过上下文,根据有关常识、背景知识以及利用构词规则等手段来猜测词义。如果遇到难以理解或结构复杂的长句,可借助语法知识分析句子结构,弄清句子的主谓关系、指代关系以及限定关系等,以期达到更准确的理解。

5. 计时阅读 (time the reading)

计时阅读是指平时进行阅读训练时,有意记住阅读一篇文章所花的时间,再根据文章的字数计算出阅读速度(每分钟所读的词数),这样就有了明确的时间概念,每次读完后对自己的阅读速度有所了解,坚持训练下去,阅读速度一定会获得提高。

新题型答题技巧详析

新题型快速阅读部分是一篇 1 000 ~ 1 200 字左右的文章,现以下文为例,具体分析答题技巧。

Reading Comprehension (skimming and scanning) (15 minutes)

Directions: In this part, you will have 15 minutes to go over the passage quickly and answer the questions on Answer Sheet 1.

For questions 1 - 7, mark

- | | |
|--------------------|--|
| Y (for YES) | If the statement agrees with the information given in the passage; |
| N (for NO) | If the statement contradicts the information given in the passage; |
| NG (for NOT GIVEN) | If the information is not given in the passage. |

For questions 8 - 10, complete the sentences with the information given in the passage.

Secrets of People Who Never Get Sick

How do some friends and colleagues survive every winter without even a cold? Some experts believe that they boost their immunity (免疫力) through simple lifestyle habits. Steal their

strategies and stay healthy all winter long.

1. Be a social butterfly It's long been known that friendship is good for your health. In fact, people with six or more types of relationships (close friends, co-workers, even exercise companions) in their lives were 25 percent less likely to get sick than those with three or fewer. Why is it better to have a collection of social ties? It's possible that people with varied social networks have diverse perceptions of themselves — as a co-worker, friend or community member. That boosts self-esteem and makes it easier to avoid stress. As a result, these people tend to stay healthier. Steal this secret: Be open to meeting new people; go to new events and reestablish old friendships. But don't feel obligated to pack your social schedule. While it's beneficial to have many types of relationships, remember that overcommitting (承担过多义务) adds to stress.

2. Tickle your funny bone Laughing, which decreases the production of stress-related hormones and sparks physiological changes that relax the body, can benefit the immune system. What's more, those on the laugh track reported milder colds. Steal this secret: Think about what makes you laugh — whether it's reading the comics or doing silly things with your kids — and try to integrate more of that into your life.

3. Eat a rainbow of foods Eating lots of brightly colored fruits and vegetables (strawberries, carrots and spinach) increases your intake of essential nutrients and antioxidants (抗氧化剂), such as vitamins A, C and E, all of which can boost immune function. It's also important to eat whole-grain carbohydrates, which supply valuable vitamin B6, selenium and magnesium. These are critical for activating the immune system against colds and flu. Protein also helps make stronger the body's infection-fighting chemicals, while a high-fat diet can compromise the immune system. Steal this secret: Get at least five servings of colorful fruits and vegetables per day, but aim for three to five more.

4. Get moving Research has found that moderate exercise can improve immune system function and strengthen resistance to colds and infections. One study of thirty-six overweight women, conducted at Loma Linda University, in California, found that those who walked quickly for forty-five minutes five days a week reported half the number of days with cold symptoms during a fifteen-week period as those who sit working all day long.

How does working out help kick colds and flu? For a few hours after moderate exercise, immune-system cells circulate through the blood at a higher rate than normal, which increases the chance that they'll come into contact with a virus or bacteria and fight it off. Steal this secret: Aim for forty-five minutes of moderate exercises, such as brisk walking, cycling, swimming or light running, at least five days a week.

5. Keep a journal Numerous studies have found that writing about a difficult or painful event not only accelerates the coping process, but also can improve your physical health. When people write about upsetting or unforgettable experiences, it helps them put the events into perspective, understand them better and move on. Steal this secret: Set aside twenty minutes a day for three days on end to write about the things that are most important to you now and how they're affecting you. This trial period will give you a jump start. Then you can decide if you need

to use the technique only at especially stressful times or for a few minutes before bed each night.

6. Enjoy the little things Even small pleasures — having friends over for dinner, playing with your kids in the backyard or going to a concert — can boost your immune system. In fact, according to research at the State University of New York, positive events have a stronger effect on immune function than negative events. Steal this secret: Make time for yourself especially when you are overworked during the holidays. Women are often so exhausted after the holidays, because they've been running around taking care of everyone else, baking, entertaining and shopping. They tend to set their own well-being aside. Steal this secret: Start devoting at least half an hour a day to talking to a friend, reading a book or indulging in an activity you enjoy. Think of it as preventive medicine.

7. Don't get sidelined by stress Experts know that stress increases the possibility to catch the common cold. The reason? Your body's helper — T cells, which are key to defending against viruses, become weakened when you're stressed-out. Steal this secret: Do some problem solving. First, take a hard look at the situation and really consider whether you can do anything to change things. If you conclude that you can't alter the situation, try to change your physical and emotional reactions to it. Engaging in deep thought, yoga or deep-breathing exercises, using aromatherapy (香薰疗法) or listening to calming music can also help relieve stress.

8. Be optimistic A growing amount of research shows a pessimistic outlook can do harm to your health. This may be because pessimists are not as good as optimists at handling stress, which taxes the immune system and causes other health problems, such as high blood pressure. Optimists go into situations with more confidence, so events seem less threatening and stressful. Researchers have also found that those who were pessimists had a 19 percent increased risk of death. Studies of HIV (艾滋病病毒) patients also have found that the health of optimists doesn't decline as rapidly. Steal this secret: Keep a mental checklist of all the good things that happen to you. Simply focusing on the positive can boost your mood. See if you can smile a cheerful smile. The result might be a happier — and healthier — you.

Questions:

- 1) People who have simple lifestyle habits can survive every winter without even a sneeze. ()
- 2) You're obligated to take some kinds of social activities so as to make it easier to avoid stress in your life. ()
- 3) Cry is also a good cure for sickness. ()
- 4) Vitamins can boost immune function of human body, while protein compromise the immune system. ()
- 5) A secretary sitting down all day without moving about much is more likely to catch a cold than a female blue-collar. ()
- 6) Experts say that writing a diary before going to bed every night contributes to good health. ()

- 7) Research has found that pessimists are as good as optimists at handling stress. ()
- 8) Setting aside some time to do what you enjoy regularly is regarded as _____.
- 9) Doing some exercises, using aromatherapy or listening to calming music are good ways to _____.
- 10) The passage aims at making some tips as to how to _____.

上文是以四级考试新题型样卷为标准的模拟试题,从 **Directions** 中可以看出,快速阅读文章后有 10 个问题,前 7 个题中有 6 个是非题和 1 个无关题。是非题就是要考生判断所给问题的陈述是否与文章中提供的信息一致,如一致就用 Y(Yes)表示,不一致就用 N(No)表示。无关题就是要考生判断所给问题的陈述能否在文章中找到相关的信息,如果找不到就说明此题与文章无关,用 NG (Not Given)表示。后 3 题是信息填空题,也就是在一个不完整的句子中,根据文章内容,补全句子意思。下面先看一下模拟试题的详解。

这篇文章有小标题,这对考生理解文章和做题时寻找有关答案是非常有利的。

- 1) 【答案】Y 【题意】生活方式简单的人可以健康度过每个冬天,甚至不打一个喷嚏。
【剖析】第 1 段第 2 句就指出:“Some experts believe that they boost their immunity through simple lifestyle habits.”所以这道题是正确的。
- 2) 【答案】N 【题意】你们非得参加一些社会活动不可,这样就可以比较轻松地避免生活中的压力。
【剖析】第 2 段的倒数第 2 句话:“But don't feel obligated to pack your social schedule.”从中可以看出,参加社会活动是自愿的,而不要认为是一种责任和义务。所以这道题是错误的。
- 3) 【答案】NG 【题意】眼泪也是治疗疾病的良药。
【剖析】文中并没有讲到这一点。
- 4) 【答案】N 【题意】维生素可以提高人体的免疫机能,而蛋白质危害人的免疫系统。
【剖析】第 4 段第 4 句这样写道:“Protein also helps make stronger the body's infection-fighting chemicals, while a high-fat diet can compromise the immune system.”显而易见,蛋白质对人身有益,而高脂肪的饮食会损害人的免疫系统。所以这道题是错误的。
- 5) 【答案】Y 【题意】一个整天坐着不动的女秘书要比一个蓝领女工更容易患上感冒。
【剖析】文中介绍的第 4 种能预防疾病的方法就是运动。因此不难看出,女秘书因为整天坐在那里很少动,所以更容易感冒。
- 6) 【答案】Y 【题意】专家们说每晚上床睡觉之前写一篇日记有益于身体健康。
【剖析】第 7 段开头有这样一句话:“Numerous studies have found that writing about a difficult or painful event not only accelerates the coping process, but also can improve your physical health.”所以说,写日记对身体健康有很大的好处。
- 7) 【答案】N 【题意】调查研究发现,悲观主义者同乐观主义者一样善于处理压力。
【剖析】第 10 段第 2 句很清楚地指出:“... pessimists are not as good as optimists at handling stress ...”。显而易见,这道题是错误的。
- 8) 【答案】a preventive medicine 【题意】有规律地腾出时间做你喜欢做的事被认为是一种预防疾病的良药。

【剖析】第8段最后两句讲到享受小事情给你带来的快乐,比如一天腾出至少半个小时的时间跟朋友聊天、读你喜欢读的书或者参与你喜欢的活动等,这样可以有效地预防疾病。

- 9) 【答案】 **relieve stress** 【题意】作运动、香薰,或者听舒缓的音乐都是很好的缓解压力的方法。

【剖析】这道题可以在文章第9段最后一句话找到答案。

- 10) 【答案】 **build a healthy body (or lead a healthy life)** 【题意】文章的目的在于给人们一些忠告:怎样强壮体魄(或过一个健康的生活)。

【剖析】本题测试对文章中心思想的理解。整篇文章都是围绕着怎样预防疾病,保持身体健康这个中心思想来展开的。

要在15分钟内快速阅读完这篇文章并准确答题,考生必须根据不同的目的,采用不同的方法进行阅读。当考生养成组视读的习惯后,略读、查读和细读在考试中是必不可少的,完成快速阅读题的过程就是综合运用这几种方法的实践过程。当然,这些方法都必须基于考生迅速提高阅读速度。要专门练习,使自己在几个月内阅读速度提高到每分钟200词以上。请到书店找水平适当的快速阅读方面的书。做题时要有时间概念并做好记录。每天练习,每周一次总结,几个月后一定会有一个飞跃。做快速阅读题一般可按以下方法进行:首先用略读的方法,快速浏览全文,获得总体印象,了解文章大意和中心思想;再读问题,按照问题的要求进行寻读,找到文章中与问题相关的信息,为了准确回答问题,还需通过进一步细读来确定正确答案;为方便起见,可用笔划出重要的词组和句子,供答题时参考。题目做完后,最好再读一遍全文,体会文章大意和主题,核实并确认答案是否符合文章原意。具体解题步骤如下:

1. 就“是非题”而言,要判断所给问题的陈述是否与文章的信息一致,首先要看懂题意,然后根据题意到文章中寻读相关的词句。一般来说,题目的顺序与文章中的顺序接近,如第1题的答案可在文章的开头第1、2段找到。第2题会在第3段或第4段找到,不会突然跳到第9段去找答案。题意与文章中相关的句意信息一致的,就是Y,如:第1题的 *People who have simple lifestyle habits can survive every winter without even a sneeze.* 和原文中第1段第2句“*Some experts believe that they boost their immunity through simple lifestyle habits.*”以及第6题的 *Experts say that writing a diary before going to bed every night contributes to good health.* 和原文中第7段开头“*Numerous studies have found that writing about a difficult or painful event not only accelerates the coping process, but also can improve your physical health.*”都是用另外一种方式表达了同一个意思,所以信息一致;而第5题 *A secretary sitting down all day without moving about much is more likely to catch a cold than a female blue-collar.* 虽然在原文中没有这一具体事例,但原文中的第4个不生病的秘诀就是“多运动”,问题中用的这个案例“一个整天坐着不动的女秘书要比一个蓝领女工更容易患上感冒”刚好佐证了第4个秘诀,所以信息也是一致的。

反之,如果题意与文章中相关的句意信息有矛盾,就是N,如:第2题的 *You're obligated to take some kinds of social activities so as to make it easier to avoid stress in your life.* 与原文第2段倒数第2句“*But don't feel obligated to pack your social schedule.*”、第4题的 *Vitamins can*

boost immune function of human body, while protein compromise the immune system. 与原文第4段第4句“Protein also helps make stronger the body's infection-fighting chemicals, while a high-fat diet can compromise the immune system.”以及第7题的 Research has found that pessimists are as good as optimists at handling stress. 与原文第10段第2句“... pessimists are not as good as optimists at handling stress ...”相比较,其题意表述都与原文相关的信息相悖,所以用“N”。当然,题意与文章内容根本无关联的,自然就选“NG”。第3题就属于这种类型。

2. 就“信息填空题”而言,只要弄懂了题意、看懂了文章,填入的内容都可以在文章中直接找到恰当的词和短语。如:第8题和第9题。有些问题也可能不能直接找到答案,这在是非题中也可能出现,这类问题大多是考查学生对中心思想或主旨大意的把握,寻找这类信息时可以通过文章的标题、段首句或小标题等进行推断,第10题就属于这种类型。

【译文】

从不生病的秘诀

为什么有些朋友和同事每个冬天都不感冒呢?专家们认为他们通过简单的生活方式和习惯提高了免疫力。让我们偷用他们的妙计,整个冬天都保持健康。

1. 善于交际 长期以来,人们一直认为友谊有益于健康。事实证明,那些有6种或6种以上关系(亲密的朋友、同事,甚至一起锻炼的伙伴)的人比起有3种或更少关系的人,生病的可能性要小25%。为什么有一系列的社会关系会更好呢?可能是因为各种社会关系的人对自己有不同的认识——视自己为一个同事、朋友或社会成员,这可以提高他们的自尊心,更容易免受压力,所以这些人总能保持健康。秘诀是:乐于结识新的朋友,参加新的活动,重建旧谊。但是,不要被迫把自己的社会活动安排得满满的,尽管建立各种类型的关系有好处,但不要忘记过量会增加压力。

2. 找点笑料 笑减少了导致紧张的荷尔蒙的分泌,产生使身体放松的生理变化,对免疫系统非常有利。更有甚者,那些爱笑的人说他们即使感冒也要轻得多。秘诀是:想想那些能让你笑的事情——不管是阅读喜剧还是和你的孩子做童稚的游戏——记住要在你生活中融入更多的快乐!

3. 吃各种不同色彩的食物 吃大量色彩鲜艳的水果和蔬菜(草莓、胡萝卜和菠菜)可以增加一些必需的营养物质和抗氧化剂——维生素A、C和E的摄入量,所有这些都可以提高免疫功能。吃全麦碳水化合物也很重要,因为它们能提供宝贵的维生素B6、硒和镁,这对激活免疫系统、抵抗感冒和流感至关重要。蛋白质也可以增强体内抵抗感染的化合物,而高脂肪的食物可能危及免疫系统。秘诀是:每天至少吃5份新鲜水果和蔬菜,但目标要放在再多吃3到5份。

4. 多运动 研究发现适量的锻炼能够提高免疫功能、抵抗感冒和病毒感染。加利福尼亚的洛玛·琳达大学做了一项研究,对象是36个过于肥胖的妇女,结果发现那些每周抽出5天时间每天快步走上45分钟的人和那些不动的人相比,15周之内有感冒症状的时间只是后者的一半。

运动怎么能有助于抵抗感冒和流感呢?适度运动几小时以后,免疫细胞就会随着血液一起加快循环,这就加大了遭遇病毒或细菌并把它们杀死的几率。秘诀是:一周最少有5天要进行每天45分钟的适度锻炼,比如快步走、骑车兜风、游泳或是慢跑。

5. 坚持写日记 无数研究表明,将一件艰难的或痛苦的事写下来不只是加快了处理过程,还能够促进你的身体健康。人们记述令人难过和痛苦的经历时,他们能重新从另一个角度全面地看待这些事情,更好地认识它们并继续前进。秘诀是:每天抽出 20 分钟时间记录那些当前对你最重要的事情,以及它们是如何影响你的,坚持 3 天。尝试这样做一段时间,你就会有令人惊异的开端,然后你就能决定是只需要在特别紧张的时候还是在每晚睡觉前花几分钟来使用这种方法。

6. 从小事中寻找快乐 和几个朋友共进晚餐,在院子里和你的孩子一起玩耍或者听听音乐会,这样的小事带给你的快乐都可以让你的免疫力得到提高。纽约州立大学的一项研究表明,积极的活动比起消极的活动对免疫功能有更大的影响。秘诀是:给自己留点时间,尤其是每年这个时候(冬季)。节假日过后妇女总是筋疲力尽,因为她们一直都在忙着照顾家里的每一个人、烤面包、招待客人、上街买东西,她们总是把对自己的照顾置于一旁。给你的处方是:每天抽出至少半小时和朋友聊聊天、看看书或者投入你所喜欢的活动中去,把这些都当成预防疾病的良药。

7. 不要被压力击垮 专家认为压力使人更容易感冒。为什么呢?人的压力一大,体内抵抗病毒的重要成分 T 细胞就受到了损害。秘诀是:解决问题——首先,好好地分析一下,看你能否做些什么来改变现状。如果你得出结论不能改变现状,就请努力改变你的生理和情感反应。沉思、做瑜伽功或者深呼吸,做香料按摩疗法或听令人安静舒心的音乐都可以帮你减轻压力。

8. 乐观向上 越来越多的调查研究显示,悲观厌世会大大有损于你的身体健康。这可能是因为悲观主义者不像乐观主义者那样善于处理压力,从而影响免疫系统的正常工作,导致诸如高血压之类的健康问题。乐观主义者具有更强的自信心,所以事情在他看来较少具有威胁和压力。调查者发现,悲观主义者死亡的几率多出 19%。对艾滋病患者的研究也发现,乐观主义者的健康不会迅速衰退。秘诀是:在大脑中保存一张发生在你身上的所有好事的清单,把思维集中在积极的事物上就能使你的情绪高昂起来。如果你能笑容常在,其结果可能会是一个更加快乐和健康的你。

强 化 试 题

1. Business Gift Giving in Different Countries

In the UK Giving gifts is not a normal part of British business culture. Indeed, British business colleagues are quite likely to feel embarrassed to receive any gift at all. The only exception would be at the conclusion of a deal when it might be appropriate to give a unique commemorative (纪念性的) item to mark the occasion. Such items might be gold, silver, or porcelain with a suitable inscription (刻写的文字). Again, to avoid embarrassment on the part of the gift receiver, the object must be restrained, tasteful, and not expensive.

Alternatively, it will often be appreciated if you invite your hosts, or others you wish to thank, out for a meal, to the theatre or opera.

It is always a good form to buy a round of drinks for your colleagues after work. (This is also the most common way of celebrating someone's birthday.)

Business gifts are never exchanged at Christmas but it may be appropriate to send a card, particularly as an expression of thanks to your business associates but also as a means of maintaining valuable contacts. Bear in mind that the UK postal service was founded at about the same time as the old fashioned railways, so ensure that your cards are mailed in good time.

If you are invited to a British home, it is standard practice to bring wine, flowers, or chocolates for your hosts. If you know that you are going to stay with a family, it is a good idea to bring something from your own country. Your hosts are letting you into the intimacy of their home, so a coffee-table book about your area would constitute a way of letting your host into some of the secrets of your own home. If you are unprepared, then your time in your hosts' house should allow you to think of something they would really appreciate even if you have to mail it from home on your return.

In Russia Generally speaking, Russians take pleasure in giving and receiving gifts. Be sure to bring various kinds of gifts, so that you will always have something appropriate to give.

Russians spend a lot of money on gifts. Avoid giving gifts such as pencils, pens, lighters (unless they are expensive ones), cheap wine or vodka, notebooks, etc.

When invited to a Russian home, bring a gift of chocolates, dessert items, good wine, or other alcohol (try to select something other than vodka, which is widely available).

Bringing a bouquet of flowers (not too expensive though) for women you are visiting (It doesn't really matter how many of them are in the family you're visiting.) is a good idea. Make sure you have an odd number of flowers. Even numbers usually are for funerals.

Gifts are expected for social events, especially as a "thank-you" for private dinner parties or overnight stays in someone's home. Thank-you notes and holiday cards are not considered appropriate because they have no practical use.

In Brazil Latin cultures don't have formal or traditional ceremonies surrounding gift giving. However, business relationships are developed as personal relationships. And in order to build a strong and lasting friendship, gifts are a thoughtful way to make a good first impression, and socially continue showing generosity, appreciation, and kindness.

Because relationships become personal, find out about your Brazilian counterpart or client's lifestyle. Then using these details, select gifts that will reflect how important this person is. Always have the gift wrapped in a quality paper, as this is a subtle detail that can express the value of the relationship. If you're a man giving a business gift to a female, in order for the gift not to be regarded as a romantic one, tell her you're delivering the gift to her on behalf of your wife, or your secretary.

Symbolism in this culture will influence the choices you make for gifts and wrapping paper. Black or purple paper isn't used because it's used during Holy Week (受难周). Items associated with death or funerals that shouldn't be used include handkerchiefs, and yellow, red or white flowers. Gifts of knives, scissors, or letter openers are interpreted as bringing to an end a relationship or a close bond. Avoid practical gifts, since they may be perceived as too personal. For example, do not give items such as wallets, key chains, ties, sunglasses, jewellery, and