

全国高职高专英语课程系列教材

高等学校 英语综合能力 实践教程

周婕 主编

东华大学出版社

全国高职高专英语课程系列教材

高等学校英语综合能力实践教程

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出版说明

为配合高职高专公共英语教学,我们以“高职高专教育英语课程教学基本要求”(以下简称“基本要求”)为指导,以“高等学校英语应用能力考试大纲和样题”(以下简称“考试大纲”)为依据,组织了一批具有丰富教学经验的老师编写出《高等学校英语综合能力实践教程》。本书旨在帮助学生在修完“基本要求”所规定的内容后,了解和熟悉高等学校英语应用能力考试(PRETCO)的题型,巩固所学知识,提高学生英语运用、应试等综合能力。

本书所编的模拟题基本涉及了“基本要求”所规定的全部要求。模拟试题内容新颖,题材广泛,语言知识和应用文体的覆盖面宽。此外,本书覆盖了“考试大纲”所列的所有题型。同学们使用本书时应遵循“实践第一”的原则,自己将题目先做一遍,然后再对照答案及解说进行检查,或听老师在课堂上讲解,注意领会老师的解题思路和解题方法,真正弄懂、弄通。本书由10套模拟试题和2套近年全国高等学校英语应用能力考试实考试题、参考答案及详解、听力文字材料组成,并配有MP3光盘。

本书适用于高等职业学校、普通高等专科学校、成人高等学校的学生,更适用于参加“高等学校英语应用能力考试”的学生进行考前训练。本书既可作为高职高专学生复习迎考及平时练习的辅导材料,也可供其他具有同等英语水平的涉外人员使用。

参加编写《高等学校英语综合能力实践教程》的人员有:周婕、陈艳、郭敏、姜彩霞、孙雪梅、王健、齐巧云、冯香丽、程先萍、张姚、孙京京、陆扬、曹秦、杨婷婷、许欣、王润清、许如恒、段艳红、高扬。

我们希望本书能对广大读者及考生有所裨益。由于时间仓促,编者水平有限,书中不妥或错漏之处在所难免,恳请广大读者与同行不吝赐教。

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2010 年 12 月 B 级 PRETCO 全真试题

Part I Listening Comprehension (15 minutes)

Directions: This part is to test your listening ability. It consists of 3 sections.

Section A

Directions: This section is to test your ability to give proper responses. There are 5 recorded questions in it. After each question, there is a pause. The questions will be spoken two times. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

- | | |
|-------------------------|-----------------------|
| 1. A. That's nice. | B. Here you are. |
| C. Don't worry. | D. It doesn't matter. |
| 2. A. No, you can't. | B. Please don't. |
| C. Yes, I am. | D. Fine, thanks. |
| 3. A. Quite well. | B. Yes, it is. |
| C. No, it isn't. | D. Thanks a lot. |
| 4. A. Hurry up. | B. Take it easy. |
| C. Mind your steps. | D. No problem. |
| 5. A. This way, please. | B. Sure, I will. |
| C. After you, please. | D. Take care. |

Section B

Directions: This section is to test your ability to understand short dialogues. There are 5 recorded dialogues in it. After each dialogue, there is a recorded question. Both the dialogues and questions will be spoken two times. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

- | | |
|-----------------|--------------|
| 6. A. A doctor. | B. A writer. |
|-----------------|--------------|



- C. A musician. D. An engineer.
7. A. Quite good. B. Rather difficult.
- C. Too simple. D. Very interesting.
8. A. She has got a headache. B. She has lost her bag.
- C. She hasn't got the job. D. She hasn't passed the exam.
9. A. In the newspaper. B. On television.
- C. On the Internet. D. From a friend.
10. A. Training. B. Quality.
- C. Service. D. Sales.

Section C

Directions: In this section you will hear a recorded short passage. The passage is printed in the test paper, but with some words or phrases missing. The passage will be read three times. During the second reading, you are required to put the missing words or phrases on the Answer Sheet in order of the numbered blanks according to what you hear. The third reading is for you to check your writing. Now the passage will begin.

Good morning, Mr. Blake. Take a seat, please.

Welcome to the 11. Before we start, let me give you some idea of what I'd like to talk about with you today. 12, you'll be given a few minutes to introduce yourself. You can tell us about your education, job 13, interests, hobbies, or anything else you'd like to tell us. After that, I'll give you some information about our company and the job you are 14. If you have any questions about the job, 15 to ask me. I'll be happy to answer them. Now, let's start.

Part II Structure (15 minutes)

Directions: This part is to test your ability to use words and phrases correctly to construct meaningful and grammatically correct sentences. It consists of 2 sections.

Section A

Directions: There are 10 incomplete statements here. You are required to complete each statement by choosing the appropriate answer from the 4 choices marked A), B), C) and D). You should mark the corresponding letter on the Answer Sheet with



a single line through the center.

16. If more money had been invested, we _____ a factory in Asia.
A. will set up B. have set up
C. would have set up D. had set up
17. Even in small companies, computers are a(n) _____ tool.
A. natural B. essential
C. careful D. impossible
18. We were excited to learn that the last month's sales _____ by 30%.
A. had increased B. increase
C. are increasing D. have increased
19. _____ your name and job title, the business card should also include your telephone number and address.
A. As far as B. In addition to
C. In spite of D. As a result of
20. Have you read our letter of December 18, in _____ we complained about the quality of your product?
A. that B. where
C. what D. which
21. The report gives a _____ picture of the company's future development.
A. central B. clean
C. clear D. comfortable
22. The company has been producing this model of machine tool _____ 2008.
A. since B. after
C. for D. before
23. Please _____ your report carefully before you hand it in to me.
A. turn to B. bring about
C. go over D. put up
24. The next board meeting will focus _____ the benefits for the employees.
A. by B. for
C. with D. on
25. Breakfast can be _____ to you in your room for an additional charge.
A. eaten B. served
C. used D. made



Section B

Directions: There are also 10 incomplete statements here. You should fill in each blank with the proper form of the word given in brackets. Write the word or words in the corresponding space on the Answer Sheet.

26. Could you tell me the (different) _____ between American and British English in business writing?
27. John is the (good) _____ engineer we have ever hired in our department.
28. The people there were really friendly and supplied us with a lot of (use) _____ information.
29. You'd better (give) _____ me a call before you come to visit us.
30. Greenpeace is an international (organize) _____ that works to protect the environment.
31. The final decision (make) _____ by the team leader early next week.
32. Have you ever noticed any (improve) _____ in the work environment of our factory?
33. We can arrange for your car to (repair) _____ within a reasonable period of time.
34. It was only yesterday that chief engineer (e-mail) _____ us the details information about the project.
35. We have received your letter of May 10th, (inform) _____ us of the rise of the price.



Part III Reading Comprehension (40 minutes)

Directions: This part is to test your reading ability. There are 5 tasks for you to fulfill. You should read the reading materials carefully and do the tasks as you are instructed.

Task 1

Directions: After reading the following passage, you will find 5 questions or unfinished statements, numbered 36 to 40. For each question or statement there are 4 choices marked A), B), C) and D). You should make the correct choice and mark the corresponding letter on the Answer Sheet with a single line through the center.

If you own a car, you are probably considering buying some kind of car

insurance (保险). However, when you are actually purchasing car insurance, it can be difficult for you to decide which is your best choice. The ideal buying process is to first research and decide, then purchase.

Research first

Before buying car insurance, you should find out the purpose of your purchase and how the insurance meets your needs.

Decide on suitable Car Insurance Policies (保单)

A neglected part of car insurance is the part which covers medical bills. Medical payments can add up very quickly in an accident situation, and the insurance should cover the bills incurred (招致) both by you and by the passengers in your car. Make sure you know the full value that your insurance covers.

Purchase the best Car Insurance For your needs

You have a number of choices when it comes to the actual purchase of the car insurance. Each has advantages and disadvantages, and these may be influenced by your individual taste and previous buying experience. Insurance companies may offer you good advice, but prices on the Internet are often better.

36. According to the first paragraph, when buying car insurance, one should first .

- A. decide on the number of policies to purchase
- B. do careful research on the different choices
- C. choose the best insurance company
- D. look for the lowest insurance rate

37. The purpose of research is to find out whether the car insurance .

- A. includes all the advantages
- B. best meets your needs
- C. offers the best rate
- D. is easy to purchase

38. When buying car insurance, people often neglect .

- A. the damage to the car
- B. the bills paid by the passengers
- C. the part covering the medical bills
- D. the background of the insurance company

39. According to the last paragraph, your choice of car insurance may also be influenced by .

- A. your driving habits



- B. the kind of car to be insured
 C. the attitude of your family members
 D. your own taste and buying experience
40. Which of the following might be the best title of the passage?
- A. Medical Bills Covered in Car Insurance
 B. Importance of Buying Car Insurance
 C. Advice on Buying Car Insurance
 D. Advantages of Car Insurance

Task 2

Directions: This task is the same as Task 1. The 5 questions or unfinished statements are numbered 41 to 45.

If you have an AT & T BusinessDirect account, you can have your telephone bill paid automatically each month. You can make payments online with a bank account or use one of the following *credit cards* (信用卡): Visa, Master Card, Discover Network or American Express. When you make an online payment, please follow the instructions given below.

Instructions

1. To make your payment online, *click* (点击) the "Pay Now" link under the "Account Overview (概览)" summary.
2. If your business has more than one registered account, first select the account you need from the "Account Number" menu, and then click the "Pay Now" link.
3. If you have never made an online payment before, you will be asked whether you want to make a payment by using a bank account or credit card. Select either "Bank Account" or "Credit Card" from the "Select Payment Method" menu.

The online payment system is available Monday through Saturday, from 7:00 a. m. to 12:00 a. m. (Midnight) Eastern Time.

41. An AT & T BusinessDirect account helps you _____.
- A. earn an interest from a bank account
 B. make the first month's payment only
 C. pay your telephone bill automatically
 D. enjoy all the available banking services
42. The payment with an AT & T BusinessDirect account can be made online with _____.



- A. a passport B. a credit card
C. a driving license D. a traveller's check
43. If you have several registered accounts for payment, the first link that you should click is _____.
- A. "Select Payment Method" menu B. "Account Overview" summary
C. the "Account Number" menu D. the "Pay Now" link
44. When making the first-time online payment, you will be asked to _____.
- A. register your online account number
B. open several registered accounts
C. select the payment method first
D. apply for a new credit card
45. The passage is mainly about _____.
A. how to pay phone bills by AT & T BusinessDirect
B. how to open an AT & T BusinessDirect account
C. how to make use of online bank services
D. how to start a small online business



MEMO

I am writing to inform you of my intention to *resign* (辞职) from G & S Company.

I very much appreciate my four years' working for the company. The training has been excellent and I have gained valuable experience working within an efficient and friendly team environment. In particular, I am very grateful for your personal guidance during these first years of my career.

I feel now that it is time to further develop my knowledge and skills in a different

environment.

I would like to leave, if possible, in a month's time on Saturday, 18 December. This will allow me to complete my current job responsibilities. I hope that this suggested arrangement is acceptable to the company.

Once again, thank you for your attention.

Memo

Date: 19 November, 2010

Memo to : Katherine Anderson, 46

Memo from: 47, Sales Department

Subject: Resignation

Years of working for G & S Company: 48

Reasons for leaving: to further develop 49 in another environment

Time of leaving the position: on 50

Task 4

Directions: The following is a list of different types of advertising. After reading it, you are required to find the items equivalent to (与……等同) those given in Chinese in the table below. Then you should put the corresponding letters in the brackets on the Answer Sheet, numbered 51 through 55.

A —action advertising

C —billboard advertising

E —direct mail advertising

G —lamp post advertising

I —local advertising

K —neon light advertising

M —online advertising

O —platform side advertising

Q —sales promotion advertising

B —airport advertising

D —business advertising

F —gift advertising

H —light box advertising

J —magazine advertising

L —newspaper advertising

N —outdoor advertising

P —public service advertising

Examples: (P) 公益广告

(K) 霓虹灯广告

- | | |
|---------------|------------|
| 51. () 机场广告 | () 户外广告 |
| 52. () 灯箱广告 | () 杂志广告 |
| 53. () 地方性广告 | () 路灯柱广告 |
| 54. () 赠品广告 | () 直接邮递广告 |
| 55. () 行为广告 | () 报纸广告 |

Task 5

Directions: Read the following two e-mails. After reading them, you are required to complete the answers that follow the questions (No. 56 to No. 60). You should write your answers (*in no more than 3 words*) on the Answer Sheet correspondingly.

E-mail 1

To: DBL Online

From: Marsha Smith

Subject: Order

Dear Mr. Chapman,

We would like to buy 30 Futura computers, model No. XT 306. Can you ensure *delivery* (发货) by the 25th of this month?

We would like to confirm that the price is as given in your price list, with a 15% *discount* (折扣) for new customers. We will make payment upon receiving the goods.

We look forward to receiving your reply.

Sincerely,

Marsha Smith

E-mail 2

To: WMF

From: Marsha Smith

Subject: Order

Attachment: Purchase order No. J300

Dear Mr. Brown,

Following our telephone conversation this morning, I would like to order 300 washing machines. Could you deliver the items according to the purchase order?

Please send the items by *express freight* (快递).

I would like to confirm that the prices remain unchanged, and include a 10%



discount.

As before, we will pay by check within 15 days after receiving the goods.

Best wishes,

Marsha Smith

56. What does Marsha want to buy in the first e-mail?

57. What is the delivery date of the goods required in the first e-mail?

By _____ of this month.

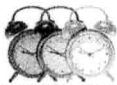
58. According to the first e-mail, what discount does Marsha get as a new customer?

59. How did Marsha Smith contact Mr. Brown before she ordered the washing machine?

She contacted him through _____ in the morning.

60. According to the second e-mail, how should the goods be shipped as Marsha requested?

By _____.



Part IV Translation — English into Chinese (25 minutes)

Directions: This part, numbered 61 to 65, is to test your ability to translate English into Chinese. Each of the four sentences (No. 61 to No. 64) is followed by four choices of suggested translation marked A), B), C) and D). Make the best choice and write the corresponding letter on the Answer Sheet. Write your translation of the paragraph (No. 65) in the corresponding space on the Translation/Composition Sheet.

61. There was a heated discussion about customer service at the meeting until the manager came up with a great idea.

A. 经理提出的关于客户服务的好主意,在会议上引起了大家的热烈讨论。

B. 经理到会之前,会议还在对那个客户提出的合理建议进行热烈的争论。

C. 会议就客服问题进行了热烈讨论,直到经理提出一个绝妙主意才停止。

D. 会议一直在热烈讨论客服问题,直到结束时经理才想出了一个好主意。

62. It seems that women are now more attracted to the convenience of online

shopping than they used to be.

- A. 现在看来,利用网络购物的女性与过去相比,人数越来越多。
B. 看起来网上购物更加容易了,现在比过去更能吸引现代女性。
C. 现代的妇女与传统的妇女比较起来,似乎更加喜欢网络购物。
D. 看起来,如今的妇女比起过去更加为网络购物的便捷所吸引。
63. On account of rapid increase of trade with China, we have recently established a new branch there.
- A. 由于最近在中国设立了新公司,我们增开了在中国的贸易账户。
B. 由于对华贸易的高速增长,我们最近在中国设立了新的分公司。
C. 为适应对华贸易的快速增长,我们新公司最近在中国隆重开业。
D. 为了在中国建立一家新公司,我们需要重新开设一个贸易账户。
64. As a matter of fact, your product will sell well if the advertisement is convincing.
- A. 事实上,如果广告令人信服的话,你们的产品会很畅销。
B. 事实上,由于人们相信广告,你们的产品会卖出好价钱。
C. 实际上,尽管广告做得较差,你们出售的产品还是好的。
D. 实际上,要是广告能说服人,你们产品就能卖出好价钱。
65. Ladies and gentlemen, I am happy to introduce to you Mr. Wang Qiang, our new sales manager.

He is an expert in sales and marketing. For the last three years, Mr. Wang has worked for JHS Company.

Today he will explain to you what our company expects you to do. He will be meeting each of you to discuss your monthly sales plans in the following days and he is ready to answer any questions you might have.

Part V Writing (25 minutes)

Directions: This part is to test your ability to do practical writing. You are required to write A Letter of Application according to the following instructions given in Chinese. Remember to do your writing on the Translation/Composition Sheet.

说明:假定你叫王琳,根据下列内容写一封求职信。

写信日期:2010年12月19日

内容:1. 从2010年12月10日《中国日报》上获悉BAC公司招聘办公室秘书职位的信息;

2. 毕业于东方学院(注:专业自拟),获得多种技能证书;

3. 曾在DDF公司兼职,熟悉办公室工作,熟练使用电脑;

4. 随信附上简历;

5. 希望能获得面试机会。

注意信函格式!

Words for reference:

《中国日报》China Daily

工商管理 Business Administration

证书 certificate

附上 enclose

