

新编商务英语系列丛书

新编 商务 英语

全国商务英语研究会推荐教材

听力

(教师用书)

Successful Listening

1

总主编 虞苏美
主 编 沈爱珍



高等教育出版社
HIGHER EDUCATION PRESS

新 编 商 务 英 语 系 列 丛 书

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内容提要

《新编商务英语听力(1~4)(教师用书)》为“新编商务英语系列丛书”之一,是《新编商务英语听力(1~4)(学生用书)》的教学辅导用书。全书共分15个单元以及期中、期末两套测试题。每个单元都由5个部分组成,内容涉及日常生活及各种商务活动,本书对每个部分都给出了相关的教学指导以及详细的练习答案。本书既适用于教师教学,也可供学生课外自学。本书另配有录音磁带。

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前言

要提高听力,必须培养准确感知英语语音、语调的能力,熟练掌握系统的英语基础知识,了解和熟悉相关的文化背景知识。提高听力绝无捷径可走,最根本的方法是多听多练,只有多听多练才能变“听不懂”为“听得懂”,变“被动”为“主动”。“听”不仅是语言交际的重要方面,而且是获取知识和信息的重要途径。因此,在学习英语的初级阶段,多进行听力训练是非常必要的。

《新编商务英语听力》是新编商务英语系列教材之一,旨在通过由浅入深、由易至难渐进式的听力技能训练,逐步提高学生的“听”的能力。原教材《商务英语听力》在实际使用中受到了广泛好评。《新编商务英语听力》在总结往年教学实践的基础上,对原教材作了进一步完善,使之特点更鲜明,内容更精炼,梯度更合理,形式更生动活泼,以期达到更好的教学效果。本教材虽然是为商务英语专业的学生而设计和编写的,但也可用作非商务英语专业学生的教材和英语爱好者的自学课本。本书共计4册,总教学课时为240学时,每册60学时。第一、二册以训练学生的基本听力技能为主,为提高其商务英语的听力水平奠定扎实的基础;第三、四册注重提高学生商务英语的实际应用能力。

本书为《新编商务英语听力》第1册,共15个单元及期中、期末两篇测试题。每单元有一个特定的主题,由5个部分组成:第一部分为准备性练习,这是基础的听力技巧训练,包括对语音、单词和句子结构等的辨认以及对数字、时间等的熟悉训练,以帮助学生奠定听力的基础;第二部分为短小对话,围绕单元主题展开,使学生掌握各种基本的听力技能;第三部分为较长篇幅的理解性材料,旨在帮助学生进一步熟悉围绕单元主题展开的各种情景,有助于学生扩大知识面,提高“听”的理解能力;第四部分为补充材料,为适应不同层次学生的学习要求,教师和学生可根据教学实际,有选择地使用。最后新增了幽默故事,旨在活跃教学气氛,增强趣味性的同时,帮助学生增强语感,提高听力。

本书为《新编商务英语听力(1)(学生用书)》的配套教师用书。本书还另配磁带。

郑 重 声 明

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1

UNIT

Greetings and Introductions

Part I



Warming-up Exercises

Phonetics

Objective: *distinguishing words with similar sounds*



You will hear one word read from each group. Circle the letter beside the word you hear on the tape. The word will be read to you only once.

- | | | | |
|-------------|-------------|--------------|--------------|
| 1 veal (C) | 2 group (A) | 3 clay (D) | 4 done (D) |
| 5 scare (C) | 6 sag (A) | 7 true (B) | 8 teases (D) |
| 9 debt (B) | 10 pine (A) | 11 skim (C) | 12 raid (D) |
| 13 pit (A) | 14 form (C) | 15 spout (B) | 16 here (B) |
| 17 lest (D) | 18 hot (C) | 19 seeks (A) | 20 moss (D) |



The two words in each group with similar vowels are difficult to distinguish. Listen to a sentence carefully and circle the letter beside the word you hear on the tape. The sentence will be read to you twice.

- 1 The apple tastes good. (A)
- 2 That is my father's ship. (B)
- 3 The dog bit the boy on the face. (A)
- 4 Did you see that letter? (A)
- 5 Put your cup over here. (A)

- 6 He has good luck. (A)
- 7 This is a big bill. (A)
- 8 He spoke to the man. (A)
- 9 He is said to be leaving. (A)
- 10 He is sending the table to me. (B)
- 11 Someone has bought the old factory. (B)
- 12 This box is empty. (A)
- 13 They made the water climb the hills. (B)
- 14 That's a very small hut. (A)
- 15 I like that beautiful lamp. (A)
- 16 His watch was lost yesterday. (A)
- 17 I was unable to catch the bus. (B)
- 18 Where are the caps? (A)
- 19 There is a bag on the floor. (A)
- 20 It's your turn. (B)

C

The two words in each group with similar consonants are difficult to distinguish. Listen to a sentence carefully and circle the letter beside the word you hear on the tape. The sentence will be read to you twice.

- 1 All I need is a zip. (A)
- 2 These shops are too expensive. (A)
- 3 Would you please wash them for me? (B)
- 4 Please explain once more about the "catch". (B)
- 5 Did you hear that jeep? (A)
- 6 He must be joking. (A)
- 7 We'd like a room with a view of the sea. (B)
- 8 She took her leave. (B)
- 9 We bought a new fan. (A)
- 10 He insisted on moving the van. (A)
- 11 Have we got enough boats to cross the river? (A)
- 12 Of course, everybody has two thumbs. (B)

- 13 This tree is very thick. (A)
- 14 The boat was about to sink when he saw it. (A)
- 15 Please pass me the list. (B)
- 16 All you have to do is to collect these papers. (A)
- 17 The flight was awful. (B)
- 18 It wasn't a flea market. (A)
- 19 Don't forget to take your new coat. (B)
- 20 What's wrong with your back? (B)

Part II



Conversations



Listen to the following short conversations twice and fill in the blanks with the missing words.

- 1 Woman : Allow me to introduce myself. I'm Susan Saris, your guide from Shanghai Travel Service.
- Man : How do you do, Miss Saris? Glad to meet you.
- 2 Man : Who is that man over there?
- Woman : He is the general manager of our company. Let me introduce you to each other.
- 3 Man : I'm Mr. Carter, your new bookkeeper.
- Woman : Welcome to the firm.
- 4 Woman : Oh, Mr. Smith. Would you like me to introduce you to Mr. Li? Mr. Li is in charge of the foreign department at the Bank of China's head office in Beijing.
- Man : I'd be very pleased if you would. In fact, I've got a message for him from

Mr. Brown who came here with a delegation from our Bank last year.

5 **Woman** : Are you really leaving for Shanghai today, Bob?

Man : I guess so. I've got my ticket and I'm anxious to go to the Exporting Commodities Fair there on Sunday.

B Listen to the following short conversation twice and choose the right answer to each question you hear on the tape.

1 **Woman** : Thank you for introducing your manager to me. Would you please spell his name for me?

Man : Sure. W, double O, D-B-U-R-Y.

Question : What is the manager's name?

2 **Woman** : Tom, I'd like you to meet my sister, Sarah Johnson. Sarah is also in computers — software development.

Man : Nice to meet you, Sarah. I believe we actually work for the same company although in different sections.

Question : What do Tom and Sarah have in common?

3 **Man** : Is your secretary's name Miss Pond or Mrs. Pond?

Woman : Miss. She isn't married. And by the way it's Bond. B as in boy, O-N-D.

Question : What is the secretary's name?

4 **Woman** : You're going to Chicago tomorrow, aren't you?

Man : Yes. I thought I'd fly, but then I decided that taking a Greyhound bus would be cheaper than driving or flying.

Question : How will the man get to Chicago?

5 **Woman** : I need to catch the bus and it leaves at 10:30.

Man : You'd better hurry. It's already 10:15.

Question : What time is it now?



1 B 2 D 3 C 4 B 5 B

C Listen to the following longer conversation twice and answer the questions.

(Miss Wang meets Mr. Morrison at the airport. She introduces herself and a leading cadre, Mr. Li.)

Miss Wang : Excuse me, but aren't you Mr. Morrison?

Mr. Morrison : Yes, I'm Tom Morrison.

Miss Wang : My name is Wang, Wang Ying. I'm an interpreter from the Special Economic Zone.

Mr. Morrison : How do you do, Miss Wang?

Miss Wang : How do you do, Mr. Morrison? Mr. Li, deputy director of our Special Economic Zone has come to meet you.
(to Li.) This is Mr. Morrison.
(to Morrison.) Mr. Li.

Mr. Morrison

and Mr. Li : (shaking hands): How do you do?

Mr. Li

: On behalf of the Special Economic Zone, I welcome you to this city. We've been looking forward to your visit.



1 What are they?

Wang Ying the interpreter

Mr. Li

the deputy director of the Special Economic Zone

Mr. Morrison a visitor to the Special Economic Zone

2 What are they doing?

Wang Ying and Mr. Li to meet the visitor at the airport

Mr. Morrison has just arrived at the city

D

Listen to the following longer conversation twice and decide whether the following statements are true or false. Write "T" for true or "F" for false.

Mr. Smith : Good morning, Mr. Wright. How are you?

Mr. Wright : Very well, thank you. How are you?

Mr. Smith : Fine, thanks. I don't think you've met my secretary. This is Mr. Wright, who's come to check our accounts. This is Miss Brown.

Mr. Wright and : How do you do?
Miss Brown : You have a very nice office here.
Mr. Wright : Yes, it is nice, isn't it? I like working here very much. (*The conversation continues, probably about the weather.*)
(Two days later.)
Mr. Wright : Good afternoon, Miss Brown.
Miss Brown : Good afternoon. How are you today, Mr. Wright?
Mr. Wright : Not too well, I'm afraid. Must have caught a bit of cold, I think.
Miss Brown : Oh, I'm sorry to hear that. They say there's a lot of flu about just now, so I expect that's what it is.



1 F 2 F 3 T 4 T 5 F



Listen to the following longer conversation twice and complete the form with the information you hear on the tape.

(*At a party.*)

Jane : Hi, Betty! Haven't seen you for ages!
Betty : Oh, hi Jane. It has been a long while!
Jane : How's your family?
Betty : John's fine and the kids are doing well in school.
Jane : I think Mary is now in the university. What is she studying?
Betty : Yes. She is studying accounting. I heard you're working for a real estate company.
Jane : Yes, I really like it a lot. Have you seen Margaret's new boyfriend?
Betty : I don't know. What's his name?
Jane : Bill. He's the guy over there drinking coffee, see him?
Betty : Oh, the one with glasses and short hair?
Jane : Yup. That's the one. He is an engineer.
Betty : Oh! He is really tall, dark and handsome, isn't he?
Jane : Mmm! He certainly is!