

职称英语等级考试 指南

(试用)

人事部专业技术人员职称司

ENGLISH
ENGLISH



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职称英语等级考试指南

(试用)

(上)

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前 言

《职称英语等级考试指南》是按照人事部专业技术人员职称司组织制定的《全国专业技术资格英语等级考试大纲(试行)》编写的,作为全国专业技术人员参加职称外语等级考试的培训读本。

本书分上下两册,上册包括两部分,第一部分共四章:全国专业技术资格英语等级考试介绍、语法要点、阅读技巧、阅读理解考试中常见的问题类型;第二部分是五套英语等级考试模拟题,并配有答案和注释。下册是十套英语等级考试练习题。

本书由人事部专业技术人员职称司委托国家外国专家局培训中心组织全国工商企业出国培训备选人员外语考试委员会部分英语专家和全国部分高等院校的英语教授编写。

本书在全国范围内试用。欢迎广大专业技术人员提出修改意见和建议,我们将根据本书试用情况在适当时候进行修改。

人事部专业技术人员职称司

一九九六年三月

编 者 的 话

《职称英语等级考试指南》是为了帮助应试人员通过全国专业技术资格英语等级考试而编写的。根据我国专业技术人员掌握英语的实际情况,本书上册编写了应试人员必须掌握的语法要点,重点介绍了动词短语、非谓语动词、时态和语态、虚拟语气、倒装句、否定疑问句和反意疑问句、状语从句、定语从句、主宾语从句、否定句与否定词、动词句式、主谓一致、修辞和一些常见的前后缀等;针对成年人阅读速度慢、效率低的弱点编写了阅读技巧,着重介绍了如何养成良好的阅读习惯,以及常用的快速阅读方法(略读和查阅);根据全国专业技术资格英语等级考试主要是测试阅读理解能力这一特点,编写了阅读理解考试中常见的问题类型,这对提高应试答对率具有十分重要的指导作用。根据《全国专业技术资格英语等级考试大纲(试行)》所规定的考试水平和试题模式,本书上册编写了五套模拟题,并配有答案,还作了注释和题解。

编 者

一九九六年三月

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第一部分

第一章 全国专业技术资格英语 等级考试介绍

一、等级的划分

全国专业技术资格英语等级考试共分 A、B、C、三个等级。申报 A 级的人员在两小时内应完成 3000 词左右的阅读任务,并能正确理解所读材料的内容;申报 B 级的人员在两小时内应完成 2000 词左右的阅读任务,并能正确理解所读材料的内容;申报 C 级的人员在两小时内应完成 1200 词左右的阅读任务,并能正确理解所读材料的内容。

二、评价目标

考试重点考查应试者的阅读理解能力。不直接考语法。考试对应试者的英语词汇量、英语语法知识和阅读理解能力的要求分别如下:

(一)词汇

考试所涉及的词、短语主要限于本大纲所附词汇表。对申报不同级别的应试者要求认知的词汇量不等。

1. 申报 A 级的人员应认知 6000 个左右的单词和短语;
2. 申报 B 级的人员应认知 4500 个左右的单词和短语;
3. 申报 C 级的人员应认知 3000 个左右的单词和短语。

(二)语法知识

虽然不直接考查语法知识,但应试者必须懂得英语基本语法结构和常用句型,能正确理解用这些结构和句型写成的句子。

1. 英语句子的基本语序及其意义;
2. 英语句子的结构和常用句型;
3. 各种时体的变化及其意义;
4. 各种从句的构成和意义;
5. 句际之间的所指、省略、替代、重复、逻辑关系等。

(三)阅读理解能力

考试不分学科和专业。应试者应能综合运用英语语言知识和阅读技能来理解一般的英语书面材料。阅读能力包括下列几个方面。

1. 掌握所读材料的主旨和大意;
2. 了解阐述主旨的事实和细节;
3. 根据上下文判断某些词汇和短语的意义;
4. 既理解个别句子的意义,也理解上下文之间的逻辑关系;
5. 根据所读材料进行一定的判断、推理和引伸;

6. 领会作者的观点、意图和态度。

三、题型、题量和计分

级 别			部 分	题 号	题量	计 分	总 分				
A 级	B 级	C 级	第一部分	阅读理解	15	75	100	200	350		
			第二部分	完成句子	5	25					
			第三部分	阅读理解	10	80					
			第四部分	概括大意	5	20					
			第五部分	阅读理解	10	120					
			第六部分	完形填空	10	30					

题型分客观题型和主观题型。第一、三、五部分为客观题型，第二、四、六部分为主观题型。申报 C 级的人员必答第一、二部分，客观题占总分的 75%，主观题占总分的 25%；申报 B 级的人员必答第一、二、三和四部分，客观题占总分的 77.5%，主观题占总分的 22.5%；申报 A 级的人员必答第一至第六部分，客观题占总分的 78.6%，主观题占总分的 21.4%。答题时间均为 120 分钟。

第一部分 阅读理解。15 小题，每小题 5 分，共 75 分。

阅读三篇短文。每篇短文后有几个问题，每个问题都有四个备选答案，应试者根据短文的内容从四个备选答案中选择一个最佳答案。

第二部分 完成句子。5 小题，每小题 5 分，共 25 分。

阅读一篇短文，短文后有五个不完整的句子，应试者根据短文的内容完成句子。每个句子的空白处只准填写一个单词。有的单词的第一个(或前几个)字母已经给出。

第三部分 阅读理解。10 小题，每小题 8 分，共 80 分。

阅读二篇短文。每篇短文后有几个问题，每个问题都有四个备选答案，应试者根据短文的内容从四个备选答案中选择一个最佳答案。

第四部分 概括大意。5 小题，每小题 4 分，共 20 分。

阅读五段文字，每段文字说明一个主题，其主题可用一个或几个单词表示出来，该单词或词组是不完整的，即有一个词是空出来的，但其第一个(或前几个)字母已经给出，要求应试者将其余的字母补全，使之构成一个完整的单词。

第五部分 阅读理解。10 小题，每小题 12 分，共 120 分。

阅读二篇短文。每篇短文后有几个问题，每个问题都有四个备选答案，应试者根据短文的内容从四个备选答案中选择一个最佳答案。

第六部分 完形填空。10 小题，每小题 3 分，共 30 分。

阅读一篇短文，其中有十处空白，每处空白为一个小题。应试者在全面理解短文内容的基础上，在每个空白处填上适当的字母，使之构成一个完整的单词。该单词的第一个字母已经给出。

第二章 语法要点

全国专业技术资格英语等级考试不直接考语法知识,只考阅读理解。从当代意义上说,语法所指的是语言的组织系统。既然语法是语言的组织系统,那么离开了语法知识,事实上就不可能读懂任何东西。鉴于此,为提高阅读理解能力,必须掌握下列语法要点。

考虑到申请职称的人员都有一定的英语基础,因此编辑语法要点的指导思想是不求全面,不求系统;只是实用语法的提纲挈领:求少而精,求明而白——根据非英语专业人员达到中等水平进程中可能遇到的困难选题;为应试者指点迷津。

- A. 动词短语
- B. 非谓语动词(不定式、动名词、分词——现在分词、过去分词)
- C. 时态和语态
- D. 虚拟语气
- E. 倒装句
- F. 疑问句(否定疑问句和反意疑问句)
- G. 从句(状语从句,定语从句,主、宾语从句)和连接词
- H. 否定句与否定词
- I. 动词句式
- J. 名词和所有格
- K. 代词
- L. 形容词和副词
- M. 介词和介词搭配
- N. 冠词
- O. 主谓语一致
- P. 一些常见前后缀
- Q. 修辞(重复与平行)
- R. 结束语

A. 动词短语

1. 语法是语言的组织系统,词典是语法的一个组成部分。按照当代的观点,词典应该包含在句法部分之中。

句法结构与词的关系是什么?

应该说是词选择句法结构。一部好的词典如果对每个属于主要词类的词都能提供丰富的句法信息,那么句法规则事实上就不太重要了。因此,希望人人手头有一到两本好的词典,并且常常翻词典。

为了帮助熟悉大纲规定的英语中的一些基本动词搭配(动词与介词、副词、形容词、名词的搭配),下列词表可供参考。

absent from, be: 缺席

—You can't pass the exam if you're often absent from classes.

access to, have: 有机会、手段、权力得到某物

—Students are supposed to have access to reference books.

account for: 说明、解释(原因)

—Lily's dishonesty accounts for her failure.

accuse... of: 为……指责某人

—None has been accused of lacking in logic.

acquainted with, be / get: 1. 了解 2. 初交

—The International Student Office helps new arrivals to get acquainted with Chinese customs.

adapt... to: 使适合, 使适用

—Charles adapted the computer to his own needs.

add (up) to: 1. 累计为, 总数达 2. 意味着

—The profit has added up to one million.

—What we are attempting at adds up to a new method of learning.

adjust to: 适应, 调节

—We all have to adjust to our environment.

advantage of, take: 利用, 趁机

—It's bad for you to take advantage of other people's kindness.

advise... of: 告知

—Have you advised the postman of the change of your address?

~ ... on: 指导

—The professor advised the graduate students on how to write the final theses in an academic way.

agree with... on / upon: 1. 在某方面同意某人 2. 某物附合某人需要

—I agree with you on the schedule.

—The western-styled food didn't agree with me; I felt ill.

amazed at, be / get / link-v: 惊喜, 惊讶

—What are you amazed at?

—The pop music star got amazed at the audience's response.

—My wife seemed amazed at my cooking.

angry at... about, be / get / link-v: 为某事对某人生气

- She always gets angry at her husbands about odds and ends.
- I'll never be angry at my son about anything.
- The boss looked angry about today's office work.

anxious about / for, be / get / link-v: 焦急, 焦虑

- The mother was anxious about her 16-year-old daughter's absence from home so late at night.
- I'm getting more and more anxious about the coming test.
- You appeared pretty anxious for a change.

apologize to... for: 为某事向某人道歉

- The teacher apologized to the whole class for his error.
- Have you ever apologized for cheating?

appeal to: 1. 请求(他人) 2. 某事、物对某人有吸引力

- Why not appeal to your friends for help?
- Challenges always appeal to me.

apply to... for: 向某人申请某物

- My daughter is going to apply to the Municipal Bureau of the Public Security for her passport.
- She has applied to dozens of colleges and universities for teaching assistantship or research assistantship.

approve of: 赞同

- Did the director approve of your suggestion for a change?

argue with... about / over: 为某事跟某人争辩

- The motorist argued with the judge over paying the fine.

arrange for: 安排

- I'll arrange for the car to pick you up at the hotel.

arise from: 起因于, 是……结果

- The delay arose from carelessness.

arrive at / in: 1. 达成 2. 得出 3. 抵达

- Now we may arrive at an agreement.
- So far our argument has arrived at no result.
- The train arrived in Beijing on time.

ashamed of, be / get / link-v: 为……羞愧、遗憾

- Have you ever been ashamed of your wording, of your speaking such four-letter words?
- The child got ashamed of his parents.
- She looked not at all ashamed of what she's done.

ask after: 问候

- Please ask after her business on my behalf.

~ for: 要求

- Let's ask for another dish.

associate with: 与……相联, 相关

- The Great Wall is closely associated with China.

assure... of: 使某人确信

- I'd like to assure you of the authority of this word list.

attached to, / be / become / grow: 喜爱、依恋某人、事、物

- The newly-wedded couple are deeply attached to each other.
- Many big noses are becoming attached to China.

attention to, pay: 注意到

- In using English, please pay enough attention to the tense of the verb.

available to, be: 可获、可及

- The company doesn't make its annual report available to the public.
- Cars are not yet available to average Chinese.

aware of, be / link-v: 意识到, 了解到

- Sorry, we were not aware of your presence.
- No one has seemed aware of the seriousness of the sea pollution here.

back out (of): 收回(允诺、认可)

- John said he would join us, but then he backed out of his promise.
- You backed out of the treaty obligations.

back up: 支持

- Why don't you back me up when I badly need your understanding?

based on / upon, be: 基于

- The manager's opinion of you is mostly based on his acquaintance with your former supervisor.

belong to: 属于

—Taiwan belongs to China.

best, do / try one's: 竭尽全力

—If someone intends to come out first, he must do his best.

—I'm trying my best to help you with this word list.

~ of, make the: 充分发挥、利用

—Young people usually don't make the best of their time and energy.

blame... for: 为某事责备某人

—Who is to be blamed for the delay?

—Don't blame the girl for what she's said.

~ ... on / onto: 归咎于

—Students tend to blame their absence on their grandma's sickness.

boast of / about: 吹嘘

—Young people tend to boast about their progress.

boil down to: 结论为, 归纳为

—My opinion boils down to one word: practice.

break down: 1. 损坏, 丧失(生理或心理)健康 2. 分列细目

—Oil the washing machine so that it will not break down.

—You will break down if you fail to keep the balance of your mind.

—Please break that bill down because I want to know the expense for each item of the purchases.

~ in / into: 闯入, 非法进入

—Someone unknown broke in last night and stole my passbook.

~ out: 1. 爆发 2. 突发

—The Chinese "cultural revolution" broke out in 1966.

—Bob broke out into a sweat when he was called into the boss's office.

bring about: 引起

—What has brought about your change in life style?

~ forward: 提出(建议、结论、观点等)

—I suggest he bring forward the reasons in favour of his conclusion.

~ out: 1. 阐明 2. 出版

—Bring out facts and reason things out.

—I am waiting for my publisher to bring out my new book.

~ up: 1. 抚养 2. 提出(供讨论或引起注意)

—Children brought up in a single family are not necessarily weird.

—Mr. Campbell brought up your name at the directors' meeting.

brush up (on): 复习

—It is necessary for you to brush up your grammar ABC.

build up: 1. 增加 2. 增强

—The traffic started to build up here even before the rush hour.

—Jogging helps to build up health.

business with, be in / get into: 从商, 下海

—She has hardly spent a single weekend at home with her family ever since she was in business with her boss.

—It is said that nine out of ten Chinese are thinking of getting into a business today.

call down: 责怪

—The teacher called Jane down for being unprepared.

~ for: 1. 提倡 2. 邀约 3. 索取 4. 需要

—It is essential to call for integrity.

—Let's go to the Christmas party together, and I'll call for you.

—He'd better call for the laundry on his way back home.

—My baby is calling for me.

~ off: 取消

—The chairman called the board meeting off since there was no business to transact.

~ on: 1. 拜访 2. 指派 3. 号召

—I'm looking forward to calling on you someday.

—Who's been called on to speak at the banquet?

—War calls on the loyalty of citizens.

~ up: 1. 给某人打电话 2. 引起回忆

—Call me up the moment you arrived in the States.

—The scene called up my adolescence memories.

calm down: 1. (人)冷静下来 2. (自然现象)平息下来

—Even milk couldn't calm the restless baby down.

—The dust-storm was calming down.

capable of, be / link-v: 能够

—Do and get what you are capable of. Never try to do or get what you are not capable of.

—She appears capable of anything.

care about: 关心

—A kind man cares about other people's peace of mind.

~ for: 喜欢, 喜好

—Would you care for a black coffee or a draught beer?

—Most of young ladies care for fashion.

~ of, take: 照顾, 照看

—Who will take care of your son when you two go abroad together?

carry on: 继续

—We'll carry on the project after our partners' withdrawal.

—Please carry it on despite the difficult conditions.

~ out: 进行(到底)

—Time and again he tried to carry out his promise to quit smoking.

catch on (to): 1. 理解 2. 流行

—Did you catch on to that joke?

—Rocks are catching on among the youngsters in China.

~ up (with): 赶上

—You go ahead, and I'll catch up.

—In order to catch up with and surpass the advanced scientific and technical level of the highly-developed countries in the West, the developing countries in the East need capital and human intelligence.

certain of / about, be / link-v: 确信

—No one is completely and really certain of the future.

—I felt certain of her arrival.

chance, take a / the: 1. 冒风险 2. 碰运气

—The big spender took the chance only to lose all his money.

—Failure to take a chance might lead to fatal results.

change from... to: 由……变为……

—What on earth has changed the whole family from being indifferent to money to being money-oriented?

charge of, be in / take: 1. 负责 2. 接管

—A green hand is in charge of this department.

—A new board will take charge of the bankrupt enterprise.

cheer up: 兴奋起来

—The wonderful news cheered up all of us.

check in: 办登记手续

—Guests are checking in or out at the hotel lobby.

~ out: 办结帐, 借阅等离去手续

—Books can't be taken out of the reading-room unless they have been checked out.

clear away: 清理

—I'm the only one to clear away the dishes and leftovers.

clear up: 1. (天气)放晴 2. 释疑

—The snow-storm won't last long; it'll soon clear up.

—Almost all authors clear up the mysteries at the end of their detective stories.

come about: 发生

—How did that accident come about?

~ across: 不期而遇

—She came across her first date exactly at the restaurant where they first met three years ago.

~ off: 1. 褪去, 脱落 2. 举行

—I'm afraid that the stains won't come off.

—Did the contest come off all right?

~ to: 1. 苏醒 2. 共计 3. 归结为

—Most people who faint come to in a short while.

—Including government pay, school bonus and the little bit of bank interest, my total monthly income comes to roughly 100 dollars.

—What you say comes down to nothing.

~ up: 出现