

E 国家公务员录用考试用书

ENGLISH

主编：罗和秋

英语

湖南人民出版社

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编 印 说 明

一、本丛书为湖南省国家公务员和机关工作人员录用考试用书。

二、本丛书根据《湖南 2006 年国家公务员和机关工作人员录用考试大纲》基本内容和要求修订改版，对报考国家公务员的应试者了解党和政府对国家公务员的基本要求，学习掌握相关知识，特别是进行考前复习和面试前准备，具有实际的帮助指导作用。

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第一章 词汇

I 如何记忆单词

这种题型涉及 5000 左右公务员考试所要求的英语常用词汇及与词汇相关的一定量的短语，主要考查词汇量，词汇固定搭配以及辨别同义词、近义词的能力。

1. 记忆单词的基本方法

做词汇题时要求考生有一定的词汇量，而如何记忆单词是英语学习的关键。由于英语构词规律复杂，记忆单词对大多数人来说还是有一定困难的。但科学记忆英语单词可以利用规律记忆这种方法。规律记忆的关键在于掌握单词的发音规则和基本的构词法，比如：

(1) 字母 a 既可发音为 [ei]，如 name, same, fame, age, hate, favor, wake 等；a 又可发音为 [æ]，如 apple, sack, match, narrow, natural, mankind, practice 等；a 还可发音为 [ɑ:]，如 task, craft, basketball, mask, master, naive, path 等。

(2) 字母 ea 可发音为 [i:]，如 east, ease, cease, dream, mean, lead, beat 等；而字母 ee 也可发音为 [i:]，如 beef, meet, teeth, seem, need, street, feel 等。

(3) 字母 i 可发音为 [i], 如 inch, itch, give, film, finish, gift, diligence 等, 也可发音为 [ai], 如 five, site, quite, mine, tight, fight, wide 等。

(4) 字母 oo 可发音为 [u], 如 look, book, foot, took, cook, shook, 等; 也可发音为 [u:], 如 fool, tool, school, cool, food, moon, pool 等。

(5) 字母 o 可发音为 [əu], 如 ago, hope, hole, joke, nose, vote, smoke 等; 还可发音为 [ɔ], 如 box, top, bother, borrow, bottom, clock, hospital 等; 而字母 oa 也可发音为 [əu], 如 road, load, toast, soap, coat, goal 等。

(6) 字母 are 可发音为 [eə], 如 care, prepare, square, rare 等。

(7) 字母 air 可发音为 [eə], 如 air, fair, pair, hair, affair 等。

(8) 字母 ear 可发音为 [iə], 如 ear, dear, fear, hear, tear, near 等。

只要了解和记住了英语单词的发音和拼写规律, 就能既快又准地记住英语单词, 并能保证记忆的效果。

2. 常用的前缀

(1) bi- (two): bilateral (双边的), bilingual (双语的)。

(2) dis- (not): disagree (不同意), dissatisfy (不满意)。

(3) in (il, im, ir): (not): ineffective (无效的), inflexible (不变的); illegal (不合法的), illegible (难以辨认的); immobile (不动的), immoral (不道德的); irrelevant (不相干的), irresponsible (不承担责任的)。

(4) poly- (many): polyfunctional (多功能的), polytechnic (多种科技的)。

(5) post- (before): posterity (后裔), postwar (战后)。

(6) pre- (before): prearrange (预先安排), precaution (预防)。

(7) pro- (forward): proceed (进行), progress (进步)。

(8) psycho- (mind): psychology (心理学), psychoanalysis (心理分析)。

(9) re- (again): reproduce (再生产), reset (重新安排)。

(10) sub- (under): suboffice (分办事处), submarine (潜水艇)。

(11) tele- (at a distance): telephone (电话), telecommunication (电信)。

(12) un- (not): unimportant (不重要的), unstable (不稳定的)。

3. 常用的后缀

(一) 名词后缀

(1) -or, -ess, -ee: actor (演员), sailor (海员); actress (女演员), hostess (女主人); employee (雇员), trainee (受训人)。

(2) -ian, -ist: magician (魔术师), musician (音乐家); Buddhist (佛教徒), scientist (科学家)。

[3] -ion, -tion, -ation: discussion (讨论), expansion (扩大); composition (作文), repetition (重复); exploration (探索), preparation (准备)。

(4) -ism, -ment, -ness, -ship: heroism (英雄主义), optimism (乐观主义); argument (争论), judgment (判断); happiness (幸福), carelessness (粗心大意); friendship (友谊), scholarship (奖学金)。

(二) 动词后缀

-en, -ify, -ize: hasten (加快), widen (拓宽); classify

(分类), simplify (简化); modernize (现代化), realize (实现)。

(三) 形容词后缀

(1) -able, -ible, -al: comfortable (舒适的), respectable (值得尊敬的); permissible (可允许的), responsible (负责任的); accidental (偶然的), cultural (文化的)。

(2) -ary, -ful, -ic, ical: imaginary (想像的), secondary (次要的); careful (仔细的), useful (有用的); energetic (劲力充沛的), economical (节省的)。

(3) -less: careless (粗心大意的), homeless (无家可归的)。

(四) 副词后缀

(1) -ly: really (真正地), quickly (很快地)。

(2) -ward, -wise: backward (后退), eastward (往东); clockwise (顺时针), likewise (同样地)。

II 词汇的应试技巧

1. 辨别同义词或近义词

这类题给出的四个选项词形相异,但意思相近。它主要考查考生对同义词或近义词之间细微差别的掌握情况。同义词或近义词虽然概念相同或相近,但含义和用法仍然存在差别。所以,这类题相对来说比较难,它要求考生不仅要掌握词的字面意义,还要分析词的搭配和使用场合,尔后作出最佳判断。例如:

We should keep in mind that reckless decisions often lead to bitter regret.

A. instant B. urgent C. hasty D. prompt

“reckless”意思是“轻率的,鲁莽的”,本句是说“轻率作出决定常常会导致后悔”。四个选词虽然都有“时间短促”的意思,

但它们的侧重点各不相同，“instant”意思是“立即的、直接的”；“urgent”意思是“紧急的、迫切的”；“haste”意思是“仓促的、轻率的”；而“prompt”意思是“迅速的、敏捷的”。无疑，C项最符合原句的意思。

My secretary will notify me if there is any change of the original plan.

A. know B. inform C. speak D. say

“notify”意思是“告知、通知”，本句是说“如果原先的计划有什么变化，我的秘书会告诉我。”四个选词虽然都有“说、讲，告诉”的意思，但其内在的含义是不一样的，从上下文的含义来看，B项无疑最符合原句的意思。

2. 掌握词汇的固定搭配

做这类题时，应根据已知部分（空格前后的词），找出能与其构成固定搭配或形成惯用法的词汇，这样就能较为容易地找到正确答案。例如：

The students were participating _____ an international energy-saving competition between towns in New England and Canada.

A. for B. in C. to D. at

本题选择项为介词，是测试介词与某一词类的固定搭配。查看题句空格前后可以发现，空格前动词 participate 常与 in 搭配，组成短语 participate in，意为“参加”，本题的答案无疑为 B。

3. 了解表示比较与对比关系

例如：

A lamp is concrete and you can touch it, but its brightness is _____.

A. academic B. abstract C. absurd D. absolute

从 but 这一信号词中，我们可以推断出句子前后两部分所阐

述的内容正好相反，与 concrete 相反的词是 abstract，所以本题的答案为 B。

4. 熟悉表示因果关系的词

例如：

Our company decided to _____ the contract because a number of the conditions in it had not been met.

A. destroy B. resist C. assume D. cancel

题句中连接词 because 引导的从句表述了原因：“许多条件没有得到满足”，所以主句便是表示由此产生的后果，即“取消”合同，所以本题的答案为 D。

5. 清楚表示让步关系的词

例如：

Although Asian countries are generally more _____ in social customs than Western countries, there have been several notable examples of women leaders in both China and India.

A. consistent B. comprehensive
C. confidential D. conservative

Although 引导的是让步状语从句，由此可以推断出主句中的事实与前面所出现的有关亚洲国家的特点正好相反，而与后半句中所阐述的“在中国和印度有一些著名的妇女领袖”这一事实相反的亚洲国家的特点应该是“在社会习俗方面比西方国家要保守”，所以本题的答案为 D。

6. 掌握相关的语法结构

例如：

Police have _____ to the public to come forward with any information which might help them in their inquiries.

A. urged B. claimed C. appealed D. called

四个选项中动词的正确结构应为：urge sb. to do sth.。而

claim 应为 claim to do sth., appeal to sb to do sth., call on sb. to do sth.。根据题句空格后面“to sb. to do sth.”的结构判断, 本题的答案应为 C。

7. 了解一般常识和逻辑关系

例如:

The socks were too small and it was only by _____ them that he managed to get them on.

A. spreading B. extending C. lengthening D. stretching

常识告诉我们, 袜子太小时只要用力拉一拉就可以穿上, 所以, 本题的答案为 D。..

8. 利用排除法

做词汇题时, 常常会遇到一时难以判断哪一个正确答案的情况。这时, 不妨从不符合题意的选择入手, 把非正确答案逐一排除, 剩下的那个自然是正确答案。例如:

With prices _____ so much, it's hard for the company to plan a budge.

A. fluctuating B. waving C. swinging D. vibrating

本句四个选项的单词意思相近, 应先从最不可能是正确答案的选项入手。wave 意为“波浪起伏, 挥动”; swing 意为“来回摆动”; vibrate 意为“振动, 颤动”; 从整个句子来看, 这三个选项都不符合题意, 只有 fluctuating (波动, 涨落) 常用来修饰 price, value 等抽象的名词, 所以, 本题的答案是 A。

在这里需要特别指出的是, 虽然在本文中讲解了许多词汇的应试技巧, 但任何技巧方法都只能起辅助作用。要做好词汇测试题, 最根本的是积累词汇, 扩大词汇量; 最行之有效的方法是记牢背熟单词, 真正掌握词汇, 临场才会心中有数。

III 词汇练习

1. 选择最佳答案

(1) He was deceived by her soft words.

A. taken by B. taken off C. taken in D. taken up

(2) When he was young, he was afflicted with paralysis.

A. inflicted B. stricken
C. reflected D. influenced

(3) The only entrance to that door is along that long and dark corridor.

A. access B. means C. outlet D. exit

(4) The essay, according to the comment, is written in a compact style.

A. complex B. dull C. concise D. tedious

(5) Their business was successful as they now have a compatible board of directors.

A. experienced B. competitive
C. harmonious D. powerful

(6) At the conference, the participants' identity was denoted by a plastic card on their breast packets.

A. suggested B. confirmed C. proved D. indicated

(7) He could never allow himself to do anything on a journey so trivial as to sleep or read a thriller.

A. unimportant B. useless C. boring D. silly

(8) The aircraft industry has a large number of research workers with elaborate laboratories and test houses.

A. expensive B. deliberate

C. complicated

D. decorated

(9) The cornfields stretched southward as far as the eye could see.

A. extended

B. expanded

C. expended

D. emigrated

(10) He took a book at random from the bookshelf and began to read.

A. without purpose

B. by chance

C. at best

D. at most

(11) Most chemical reactions of an organic compound involve only a few of its numerous atoms and bonds; the remainders stay unchanged.

A. majority

B. distribution

C. rest

D. stability

(12) The specific mechanisms by which cortisone and similar compounds function are poorly documented.

A. partially

B. occasionally

C. inadequately

D. rarely

(13) Can you account for your absence from the class last Thursday?

A. explain

B. examine

C. excuse

D. expand

(14) A limited number of books on this subject are in the library.

A. little

B. small

C. tiny

D. low

(15) The company recommended that a new petrol station be built here.

A. ordered

B. insisted

C. suggested

D. demanded

(16) Jim has gained so much weight that a lot of his clothes

don't fit him any more.

- A. put off B. put down C. put on D. put up

(17) Foreign money can be converted at this bank.

- A. altered B. changed C. bought D. sold

(18) Government health campaigns have fostered an awareness of the dangers in certain social habits.

- A. included B. discovered
C. cultivated D. discouraged

(19) Evidence exists that hearing problems may be alleviated by changes in diet and exercise habits.

- A. initiated B. cured
C. complicated D. lessened

(20) The police contended that the difficulties they faced were too severe.

- A. argued B. predicted
C. said D. suggested

(21) The conclusion can be deduced from the premises.

- A. allowed B. derived C. permitted D. reduced

(22) Fruits such as apples and oranges are very wholesome, and may be eaten at any time.

- A. normal B. healthy C. appropriate D. proper

(23) There are only five minutes left, but the outcome of the match is still in doubt.

- A. end B. judgment C. estimation D. result

(24) Long before the concert began, big crowds of pop fans had assembled in the stadium.

- A. concentrated B. resembled C. gathered D. dispersed

(25) It is hard for the young people to imagine what severe

conditions their parents once lived under.

- A. sincere B. hard C. strict D. tight

(26) Some old people don't like pop songs because they can't endure so great noises.

- A. sustain B. resist C. tolerate D. suppress

(27) Over the past two years the expense of living has risen considerably.

- A. charge B. rate C. cost D. price

(28) She should be reasonable and not make unreasonable demands.

- A. sensual B. sensitive
C. sensible D. sensational

(29) The decline of Rome witnessed the disappearance of classical drama.

- A. restored B. restrained
C. experienced D. withheld

(30) The joys of travel, having long ignored the disabled, are opening up to virtually anyone who has the means.

- A. omitted B. neglected C. missed D. noticed

(31) Although originally a German innovation, kindergarten got its real start in the United States as a movement to provide an improved learning environment for children.

- A. an easy B. a playful C. an open D. a better

(32) There is always excitement at the Olympic Games when an athlete breaks a previous record of performance.

- A. beats B. matches
C. maintains D. announces

(33) The attack on Fort Sumter near Charleston provoked a