



# 综合英语教程

## 学习指导

# 1

Guide to Integrated skills of English

张九明 曾昭春 滕海 总主编



清华大学出版社

新高职综合英语教程

# 综合英语教程学习指导 1

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## 内 容 简 介

本书为《新高职综合英语教程》第一册配套用书,全书包括单元学习目标、课文练习、构词法系列练习、语法系列练习、高等学校英语应用能力考试练习五个部分,各练习的选材都比较典型,旨在使学生通过练习切实掌握各项英语实用技能。

本书可作为高职高专院校非英语专业英语课程的辅导教材,也可供社会上英语自学者使用。

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# 前 言

本书为《新高职综合英语教程》第一册配套用书,全书包括单元学习目标、课文练习、构词法系列练习、语法系列练习和高等学校英语应用能力考试练习五个部分。

第一部分单元学习目标,列出了本单元重点需要掌握的词汇、短语、句型、构词法及语法复习要点,旨在突出单元重点和难点,使学生明确单元学习目标,熟练掌握单元核心内容。

第二部分课文练习,以消化和巩固单元内容为主,题型包括词组互译、连词成句、词组转换、句型操练、完型填空、阅读理解等。词组互译练习包含 passage 1 中的重点短语或词组汉译英和 passage 2 中的英汉短语或词组连线两种形式,主要通过重新组合课文中出现的短语和词组,使学生能够通过翻译进一步掌握和巩固词汇或短语的用法。词组转换练习以 passage 1 和 passage 2 两篇文章中的重点词汇和短语为主,采用以所给词和词组重写句子或连词成句等题型。句型操练通过句型转换或翻译等形式,将文中的重点句型结构举一反三,达到熟练运用的目的。完型填空练习一般摘选 passage 1 或 passage 2 中的精彩段落,对其进行适当的删减或改编,让学生使用文章中的所学词汇,填补空白处的单词,本练习旨在培养学生的语篇感悟能力,同时让学生检测自己对课文的熟悉程度。阅读理解部分包括与《新高职综合英语教程》中同一单元的主题相关的短文两篇,采用多项选择题型,本部分旨在提高学生的阅读理解能力,同时让学生了解英语语言国家的经济文化及社会风俗等多方面的知识,有助于提高学生的文化素养。

第三部分构词法,是《新高职综合英语教程》单元主题内容的补充和延伸。许多英语单词的构成都有一定的规律,了解并掌握其中的一些基本规律和常识对学习有很大帮助。结合每单元词汇的构词特点,通过系列英语构词方法介绍和形式多样的练习,让学生在应用中掌握常见构词法的用法。

第四部分语法综合练习,是根据《高职高专教育英语教学基本要求》中的“语法结构表”,针对学生语法学习难点而编写的,包括语法要点归纳和练习题两部分内容,旨在巩固某一具体的语法点,题型多用选择、改错、填空等形式。

第五部分英语应用能力测试练习,共 10 套,每单元一套,与高等学校英语应用能力测试(B 级)题型相同(不包括听力),试题内容力求再现单元学习内容的重点和难点。这一部分旨在让学生熟悉高等学校英语应用能力考试题型并检测自己的应试能力,为顺利通过高等学校英语应用能力考试打下坚实的基础。

本书由王爱琴主编并统稿,张九明审定。参与编写的人员及具体分工如下:王爱琴(1—2 单元)、马利萍(3—4 单元)、王敏(5—6 单元)、蔡蓓(7—8 单元)、王成伟(9 单元)、樊庆明(10 单元)。

由于编者水平有限,加之时间仓促,疏漏之处在所难免,敬请广大读者指正,以便修订时更正。

编 者

2007 年 7 月

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# Unit One

## Part One: Objective of the Unit(单元学习目标)

### I . Key Words and Phrases

#### 1. Words

impression	dramatic	major	challenge	deadline	related	frustration	loneliness
comfort	patience	ideal	ambition	explore	style	inspiring	research
sensitive	attract	degree	adjust	negotiate	arise	equip	communicate
social	communication	determination					

#### 2. Phrases

make an impression on	head off into	bring on	long for	believe it or not
on one's own	stay up	sleep in	follow sth. up	away from
on one's loose ends	let oneself go	be on the lookout	without doubt	
adjust to sth./to doing sth.	ups and downs	be popular with	all the time	
communicate with	make the most of	take on	count on	face up to

### II . Language Structures

1. It will be only natural for you to long for the good old days.
2. It's always exciting to discover how wonderfully diverse college relationships can be.
3. Whatever you do, don't make major decisions about your major, your courses, or even your roommate during one of these blue periods.
4. If a certain area of study attracts you, find out all you can about it.

### III. Word Building: suffixes (后缀) -ion, -ation, -sion and -ment

### IV. Grammar Revision: Usage of Articles(冠词的用法)

### V. Exercises for PRETCO (Level B)

## Part Two: Text Exercises

### I. Translate the following phrases and expressions from Chinese into English. (Passage 1)

1. 毫无疑问
2. 信不信由你
3. 睡懒觉
4. 熬夜, 深夜不睡
5. 注意, 留心
6. 给某人留下深刻印象
7. 步入高等教育
8. 渴望美好的往日
9. 在闲散的时候
10. 随心所欲
11. 独自, 单独
12. 追查更多的情况
13. 没有舒适的生活
14. 导致

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### II. Match the English phrases and expressions in the left column with the Chinese ones in the right column. (Passage 2)

#### A

1. a new phase of life
2. to adjust to the new surroundings
3. ups and downs of college life
4. be popular with
5. professional career
6. set-backs and challenges
7. make the most of your time
8. face up to one's troubles bravely
9. stand on one's own (two) feet
10. count on others to make decisions or plans
11. communicate with each other
12. all the time

#### B

- a. 彼此交流
- b. 职业生涯
- c. 勇敢地面对困难
- d. 一直
- e. 指望他人做出决定和规划
- f. 自力更生, 独立自主
- g. 适应新的环境
- h. 充分利用时间
- i. 大学生活的跌宕起伏
- j. 受欢迎
- k. 生活新阶段
- l. 挫折与挑战



### III. Rearrange the words into sentences.

1. definitely, experience, freshman, will, on you, make a deep impression, your.
2. brought on, a related effect, by, can be, that, is, doubt and frustration, the workload.
3. technology, easier, communication, is, social, to learn, than.
4. pay attention, will, you, social experience, acquire, if, you, and, determination.
5. all, know, college life, we, different from, is, middle school, wildly.
6. negotiate, as, of student life, you, the ups and downs, you, that, arise, the different situations, how to, will learn, manage.

### IV. Use the words or phrases in the brackets to rewrite the following sentences.

1. Can you finish the experiment by yourself? (on one's own)
2. He watched his favorite TV program and went to bed very late last night. (stay up)
3. You will soon get used to the changes in temperature here. (adjust to)
4. Young people like jeans very much. (be popular with)
5. You can make best use of your free time to communicate with the native English speakers. (make the most of)
6. He used to depend on his parents to do everything for him but now he has to stand on his own feet. (count on)
7. As a student, you can't do whatever you want to do. (let oneself go)
8. The war led to the reduction of birth-rate. (bring on)
9. He got up late and missed the morning train yesterday. (sleep in)
10. All the students are looking forward to the long summer holiday. (long for)

### V. Structure practice: Rewrite the following sentences after the given models.

**Model 1: It will be only natural that you long for the good old days.**

**It will be only natural for you to long for the good old days.**

1. It's natural that the baby will depend on his mother.

- 
2. It's usual that the workers are paid several months late in the factory.

- 
3. It's difficult that one can do two things at the same time.

---

**Model 2: No matter what you do, don't make major decisions about your major during one of these blue periods.**

**Whatever you do, don't make major decisions about your major during one of these blue periods.**

1. No matter what I said, he wouldn't agree.

2. No matter how hard he tried, he failed at last.

3. No matter what you like, you can take it.

**Model 3: If a certain area of study attracts you, you can find out all you can about it.**

**If a certain area of study attracts you, find out all you can about it.**

1. If anything happens at any time, you must call me at once.

2. If anyone comes to see me, you may let him in.

3. If there is fire, you may phone the number 119 for help.

VI. Fill in the following blanks with the words and phrases you have learned from Passage 1.

You'll also be \_\_\_\_\_, your own boss 24 hours a day. Enjoy your newfound \_\_\_\_\_ until dawn talking \_\_\_\_\_ your ideals and ambitions \_\_\_\_\_ your roommates. \_\_\_\_\_ until the afternoon on a light class day. Explore the local town or suburbs with one or two of your new friends. Remember, \_\_\_\_\_, with freedom comes \_\_\_\_\_. Even \_\_\_\_\_ your parents won't be around to \_\_\_\_\_ on your loose \_\_\_\_\_, you shouldn't let yourself \_\_\_\_\_ completely. Just find your own style.

VII. Reading Comprehension Passage 1

It was a beautiful morning that summer day. I neatly packed everything that I needed into my little green car. Then I started my car and drove out of my large neighborhood in Lawrenceville. Today was the day I would move into college. I glanced back at my house for one last time and knew life would never be the same. Taking that big step from living at home to moving away involved many gains and losses.

Arriving at college that day, I realized that I had already lost many things. First, I had lost my parents' guidance I had had all my life. The comfort and support of my family would not be there so much as before. For instance, when I got sick my mother would make me some hot soup and care of me. Now I would have to care of myself. Also, I had left some of my closest friends. Many of them had chosen to go to different colleges. It is difficult to keep in touch with my friends who are far away. I would miss the nights all the girls would get together and talk about what was going on in their lives. Finally, I noticed that I was missing my hometown. I had lived near big stores and several movie theaters. Here at college I

feel as if I am in the country. I can't find any stores as big as those in Lawrenceville. Maybe, as time goes on I will come to like the move.

Now that I have been in college for a few weeks, I am discovering that it is not so bad as I thought it would be. I have gained new friends from all parts of Georgia and who knows; maybe they will become some of my closest friends. We all have classes together and go to the same parties. Secondly, I have been able to become more independent. For example, I used to need someone by my side wherever I went, but here I feel so comfortable with my surroundings that I sometimes like to go for a walk by myself. Lastly, I have learned to be more responsible for my actions. I know that homework always comes first and that my social life must wait until all my work is done.

1. It can be learned from the first paragraph that \_\_\_\_\_.
  - A. the writer was happy to leave home
  - B. the writer was a little sad when she left home
  - C. the writer forgot something and went back home again to get it
  - D. there were too many things for her to put into her little green car
2. How many things did the writer mention that she had lost when she arrived at college? \_\_\_\_\_.
  - A. 1
  - B. 2
  - C. 3
  - D. 4
3. Which of the following sentences tells the main idea of the second paragraph? \_\_\_\_\_.
  - A. Arriving at college that day, I realized that I had lost many things.
  - B. Maybe, as time goes on I will come to like the move.
  - C. First, I had lost my parents' guidance which I had had all my life.
  - D. Here at college I feel as if I am in the country.
4. After staying at college for a few weeks, the writer found that college life \_\_\_\_\_.
  - A. had helped her to become more friendly to other people
  - B. was more difficult than she had thought
  - C. had helped her to join in all kinds of social life
  - D. was not so bad as she had thought
5. Which of the following examples has the writer given to show that she is more independent now? \_\_\_\_\_.
  - A. She always has someone with her wherever she goes.
  - B. She feels happy with the surroundings.
  - C. She likes to go for a walk by herself.
  - D. She does not live with her parents.

## Passage 2

Some students believe that once they have college degrees the world will be waiting on their doorsteps, ready to give them wonderful jobs. But the chances are that unless they've planned, there will be nobody on their doorsteps. I remember the way our teacher dramatized this point in our first class. He played a student who had just been handed a college degree. He opened up an imaginary door, stepped

through, and looked around in both directions outside. There was nobody to be seen. I understand the point he was making immediately. A college degree in itself isn't enough. We've got to prepare while we're in college to make sure our degree is a marketable one.

At that time, I began to think seriously about 1) what I wanted to do in life and 2) whether there were jobs out there for what I wanted to do. I went to the counseling center and said, "I want to learn where the best job opportunities will be in the next ten year." The counselor referred me to a copy of the Occupational Outlook published by the United States government. The book has good information on what kinds of jobs available now and which career fields will need workers in the future. In the front of the book is a helpful section on job hunting.

The result of my personal career planning was that I graduated from Atlantic Community College with a degree in accounting. I then got a job almost immediately, for I had chosen an excellent employment area. The firm that I worked for paid my tuition as I went on to get my bachelor's degree. They're now paying for my work toward certification as a CPA (Certified Public Accountant), and my pay increases regularly.

I'm not saying that college should serve only as a training ground for a job. People should take some courses just for the sake of learning and for expanding their minds in different directions. At the same time, unless they have an infinite amount of money (and few of us are so lucky), they must be ready at some point to take career-oriented courses so that they can survive in the challenging world outside.

In my own case, I started college at the age of twenty-seven. I was divorced, had a six-year-old son to care of, and was working full time as a hotel night clerk. If I had my choice, I would have taken social science. But I was getting ready for the job I badly needed. I am saying that students must be realistic. If they will need a job soon after graduation, they should be sure to study in an area where jobs are available.

1. The point that the teacher dramatized in the first class is that \_\_\_\_\_.
  - A. a college degree is necessary for a good job
  - B. nice jobs will be waiting there for college graduates to choose from
  - C. chances are only available for those who get prepared to seek them
  - D. college graduates should take their job opportunities very seriously
2. It was at college that the author started to think seriously about \_\_\_\_\_.
  - A. how to find a job
  - B. what to study for the future career
  - C. whether to work or to study
  - D. whom to consult for career guidance
3. At the moment, the author is working toward \_\_\_\_\_.
  - A. a degree in accounting
  - B. a bachelor's degree
  - C. a Master's degree
  - D. a CPA certificate
4. In the author's opinion, a college student should take \_\_\_\_\_.
  - A. no courses designed to open their minds
  - B. no courses for the sake of learning

- C. job-related training courses only  
 D. both knowledge-based and job-oriented courses
5. The author's personal experience in planning her career shows that you must be \_\_\_\_ in choosing your field of study.
- A. realistic                      B. ambitious                      C. indifferent                      D. careful

## Part Three: Word Building

The suffixes (后缀) -ion, -ation, -sion and -ment are used to form nouns (名词) from verbs.

e.g.

education ← educate                      frustration ← frustrate                      determination ← determine

impression ← impress                      treatment ← treat                      movement ← move

### I. Complete the following table.

<i>Verb</i>	<i>Noun</i>	<i>Verb</i>	<i>Noun</i>
decide			protection
	employment	manage	
suggest			negotiation
	communication	expect	
attract			production
	examination	consider	
comprehend			permission

### II. Study the following words. Then use them correctly in the sentences below.

- excite, excitement, exciting, excited, excitedly
  - The baby's first step caused great \_\_\_\_\_ in the family.
  - The chickens fluttered \_\_\_\_\_ when they saw the dog.
  - The news of victory \_\_\_\_\_ everybody.
  - What are you so \_\_\_\_\_ about?
  - His report on the 28th Olympic Games was really \_\_\_\_\_.
- comfort (v.), comfort (n.), comfortable, comfortably
  - You can sit very \_\_\_\_\_ in this new car.
  - I tried to \_\_\_\_\_ her; but what could I say?
  - Sit down, please, and make yourself \_\_\_\_\_.
  - Tommy didn't feel \_\_\_\_\_ living with his roommates.
  - Young people should work hard instead of seeking \_\_\_\_\_ and enjoyment.

## 3. doubt (v.), doubt (n.), doubtful, doubtfully

- 1) The old man had a \_\_\_\_\_ look on his face.
- 2) I have serious \_\_\_\_\_ about the wisdom of his decision.
- 3) They all looked at me \_\_\_\_\_.
- 4) His friends and doctors very much \_\_\_\_\_ whether he could do it.

## 4. satisfy, satisfaction, satisfied, satisfying

- 1) The old lady smiled in \_\_\_\_\_.
- 2) The president is \_\_\_\_\_ with the result.
- 3) Nothing can \_\_\_\_\_ him: he's always complaining.
- 4) The work proved to be more \_\_\_\_\_ than being a teacher.
- 5) She can look back on her career with great \_\_\_\_\_.

## Part Four: Grammar Revision: Usage of Articles(冠词的用法)

1. 定冠词和形容词连用，可以代表一类人或物。代表人做主语时，谓语用复数形式；代表物做主语时，谓语用单数形式。例如：

The old are to be respected, and the young are to be well looked after.

The old is to be revolutionized, while the new is to be supported.

2. 表示一日三餐、运动、游戏、学科、颜色等的名词前一般不用冠词。例如：

The students are playing basketball now.

They are having breakfast.

Tom is very interested in biology.

Green is my favorite color.

I usually play chess with my son when I am free.

3. 名词用做表语、同位语来表示某人的职位或头衔时，前面一般不用冠词；表示具体的某个人时，前面一般加冠词。例如：

They elected the middle-aged man president of the school.

The chairman elected last month is going to make his inauguration speech next week.

4. 表示“击打、拍打”某人身体的某个部位时，往往使用“verb + someone + in / on / across + the + 身体部位”结构。例如：

My teacher patted me on the back.

His mother took two quick steps forward and struck him across the mouth.

5. 一个冠词与两个名词连用时，两个名词往往表示同一个事物或同一个人。例如：

The secretary and driver of mine is waiting for me outside the office.

6. 表示“演奏……乐器”时，乐器名词前通常加冠词；表示“从事……运动”时，该运动项目前不加冠词。例如：

The boy is now playing the violin, while his brother is playing football on the playground.

7. same 不管做形容词、代词或副词，前面一般都用定冠词。例如：

The men you have just met are of the same age.

I . Complete the sentences by choosing the appropriate answer from the choices given in parentheses.

1. As (the / a / ×) time went on, Einstein's theory proved to be correct.
2. After (the / a / ×) game, the first thing they wanted to do was to take a hot bath.
3. (An / A / ×) English teacher teaches the students how to learn English.
4. I work in (a / an / the) middle school in Beijing.
5. They elected him (the / a / ×) chairman of the committee.
6. Once there lived (an / a / the) lion in the forest. Every day (an / a / the) lion asked small animals to look for food for him.
7. I was invited to a dinner given to welcome (the / an / ×) new ambassador.
8. (The / an / ×) wedding breakfast was held in her father's house.
9. (The / A / An) more you drink, the more you will like it.
10. At (a / the / ×) first, the scientific method may appear to be a narrow and restrictive way of gaining.

## Part Five: Exercises for PRETCO

### Part I Vocabulary & Structures

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

#### Section A

**Directions:** There are 10 incomplete statements here. You are required to complete each statement by choosing the appropriate answer from the four choices marked A, B, C and D.

1. She apologized for \_\_\_\_\_ his permission to use the computer.  
A. asking not      B. not ask      C. not asking      D. ask not
2. The workmates congratulated her \_\_\_\_\_ her promotion to the position of the general manager.  
A. in      B. with      C. on      D. for
3. I don't know if he is \_\_\_\_\_ to come and join us.  
A. possibly      B. likely      C. probably      D. maybe
4. I really appreciate \_\_\_\_\_ my daughter with her mathematics.  
A. seeing you to help      B. to see you helping  
C. you to help      D. your helping



5. I'm sure these documents will be \_\_\_\_\_ great value to you.  
A. about                      B. from                      C. with                      D. of
6. It is very \_\_\_\_\_ of you to prepare everything well for me.  
A. thoughtful              B. thankful              C. hopeful              D. wonderful
7. We traveled all over Europe by \_\_\_\_\_ bus.  
A. a                      B. the                      C. an                      D. /
8. The villagers have offered much help to us and we think we should do something for them \_\_\_\_\_.  
A. in return              B. in place              C. in fashion              D. in turn
9. As a matter of fact, your gift would be appreciated \_\_\_\_\_ if you make it yourself.  
A. more or less              B. no more              C. all the more              D. what is more
10. —I don't know how to express my thanks.  
— \_\_\_\_\_  
A. It's my pleasure.              B. The pleasure is yours.  
C. Nice to meet you.              D. No, not.

## Section B

**Directions:** *There are 10 incomplete statements here. You should fill in each blank with the proper form of the word given in the brackets.*

11. The (village) \_\_\_\_\_ have made a program of reshaping its rivers and hills.
12. There are a (vary) \_\_\_\_\_ of books in the library.
13. The (month) \_\_\_\_\_ magazine named "Risk" will be more and more popular.
14. It is said that tea is (effect) \_\_\_\_\_ on preventing cancer.
15. Drinking coffee is not the only way to keep (health) \_\_\_\_\_.
16. Finally the (conclude) \_\_\_\_\_ was drawn that the drug can be used to cure bird flu.
17. When young Emie was caught (steal) \_\_\_\_\_, he promised he would never do it again.
18. It is such a (challenge) \_\_\_\_\_ job that many people are afraid of taking it.
19. I asked her out several times, but she kept on (refuse) \_\_\_\_\_ me.
20. (Curious) \_\_\_\_\_ and interests are the roots of any inventions.

## Part II Reading Comprehension

**Directions:** *This part is to test your reading ability. There are five 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 five questions or unfinished statements, numbered 21 to 25. For each questions of statement there are four choices marked A, B, C and D, you should decide on the best one.*

When you are cooking with a pressure cooker (高压锅), you should learn a few common sense (常识) rules.

1) Never leave the cooker unwatched when it is in use.

2) Add sufficient liquid but never past the recommended fill point. Overfilling the cooker may block the vent pipe (排气孔) and cause the cooker to explode.

3) Set the cooking time. Too much time may overcook the food or too much pressure may build up in the cooker. Too little time will lead to undercooked food.

4) If you are new to pressure cooking, follow the cooking instructions carefully. Heat and time can either result in a great meal or a ruined one.

5) Never try to open pressure cooker cover. Allow the cooker to cool or run it under cool water before trying to open the cover.

6) Clean the cooker thoroughly after each use. Mild detergent and hot water work the best. Do not use stove ash or sand for they may damage the cooker. The gasket (密封圈) is best cleaned in warm soapy water and then dried. Store the gasket in the bottom of the pot.

21. According to the first rule, the user should \_\_\_\_\_.

- A. keep the cooker under close watch
- B. always keep the cooker half full
- C. never leave the cooker empty
- D. never turn off the stove

22. According to the second rule, too much liquid in the cooker may result in \_\_\_\_\_.

- A. a mined meal
- B. undercooked food
- C. too little pressure
- D. a blocked vent pipe

23. According to the fifth rule, a pressure cooker cover should be opened \_\_\_\_\_.

- A. as soon as the cooking is finished
- B. while it is still on the stove
- C. with force when it is hot
- D. after it is cooled down

24. According to the instructions, which of the following is TRUE?

- A. The gasket should be cleaned thoroughly with cold water.
- B. Mild detergent and hot water can best clean the cooker.
- C. Soapy water will often damage the cooker.
- D. Sand can be used to clean the cooker.

25. Which of the following operations may be dangerous? \_\_\_\_\_

- A. Overfilling the cooker with food and water.
- B. Cleaning the cooker with detergent.
- C. Cooling the cooker with cold water.
- D. Setting too little cooking time.