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全国成人高等教育规划教材

英语学习辅导书

4

A Companion to English

(Second Edition)

(非英语专业专科用)

教育部成人高等教育英语教材编写组 编

第二版



高等教育出版社

全国成人高等教育规划教材

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英语学习辅导书 4

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江苏工业学院图书馆

藏书章

教育部成人高等教育英语教材编辑组编



高等教育出版社

内容提要

全国成人高等教育《英语》系列教材是教育部规划并推荐,供各类成人高等院校非英语专业专科学生使用,1998年正式出版发行。为了进一步推动成人专科英语教学的发展,编写组结合这几年使用《英语》的情况对其进行了修订,修订后的《英语》第二版更贴近《高职高专教育英语课程教学基本要求(试行)》,更进一步地将对学生语言基本功的训练与实际的涉外活动结合起来。

本书为《英语学习辅导书4》第二版,内容包括与《英语4》第二版中10个单元同步的自学练习及其答案、同步练习中全部课文的参考译文、词汇表及《英语4》第二版的全部练习答案和课文参考译文。自学同步练习在文章题材、语法练习、应用文等方面与主教材紧密配合,同时增加了听力训练和交际会话。书中还有3套自测试题,便于学习自检、自测。

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《英语》系列教材编写指导组

组 长：黄震华

成 员：孔庆炎、刘黛琳、刘援、于忠喜、余渭深

《英语学习辅导书 4》（第1版）

总主编：孔庆炎

主 编：余渭深

编 者：黄贇琳、李红、陈宏、刘誓玲、向朝红

《英语学习辅导书 4》（第2版）

总主编：孔庆炎

主 编：余渭深

编 者：黄贇琳、周梅、卢桂华

修订说明

修订后的《英语》(第二版)仍为7册,即《英语0~6》。大多数高职高专入学新生可从第1册学起,少数入学水平较低的学生可使用零起点教程补习必要的英语基础,而后再转入第1册的学习。第1~6册分为3个层次,第1~2册为初级教程,学习基础语法和常用交际词汇,累计词汇量达到2000词;第3~4册为中级教程,学完基础语法,累计词汇量达到3300词;第5~6册为高级教程,为部分高职高专学生升入本科使用。

本教材以培养学生的实用涉外交际能力为主旨,围绕实用涉外交际话题编写,学完一个话题学生即能学会围绕该话题进行简短实用的英语口语和书面交际。修完1~4册即达到2000年教育部颁布的《高职高专教育英语课程教学基本要求(试行)》的要求;学生修完第3册后即可参加“高等学校英语应用能力考试”的B级考试,修完第4册可参加A级考试。

修订后的教材依然为每册3本,即综合教程、教师参考书和配套学生练习册。

本教材第3、4册为同一单元编排模式,即分为1. Integrated Skills Development; 2. Applied Writing; 3. Grammar Focus; 4. Merry Learning; 5. Words & Phrases 五部分。其中Integrated Skills Development为单元重点,为听说读写译综合训练。听说读写译综合训练的核心话题是本单元的交际话题。综合训练围绕1篇紧扣单元交际话题的文章展开。语言训练遵循“阅读理解”(Check your understanding)、“扩大语言积累”(Build up your language stock)和“语言技巧训练”(Practise your language skills)3个步骤进行。其中“扩大语言积累”部分是核心,侧重培养学生通过学习实际使用和掌握交际话题所涉及的语言手段(句型和词语)来提高实用英语交际能力。换句话说,本教程的核心指导思想是引导学生围绕交际话题进行语言表达(language production)训练。

这次修订还在每个单元后增加了词汇表,这样可保持单元训练内容的完整性。

本书为《英语学习辅导书4》,配合主教材《英语4》,在第3册2650词的基础上再学习650个生词。本书共10个单元,每个单元处理一个交际话题,并在原有话题的基础上做了些局部调整,更换或修改了部分练习。

以上说明是为了帮助使用本教材的老师和同学更全面地了解本教材的编写和修订思路,更好地发挥教程的长处,避开其短处。多年来本教材受到广大高职高专师生的欢迎和支持,我们十分欣慰能用一本实用英语教材为大家服务。这次修订后依然存在缺陷和不足,我们一如既往地欢迎大家的批评和指正。

本教材的修订由孔庆炎教授任总主编,第四册由余渭深教授任主编,参加本册修订工作的有黄贇林、周梅和卢桂华。

修订者
2006年5月

第一版前言

全国成人高等教育《英语》系列教材是根据原国家教委1997年颁发的《全国成人高等教育英语课程教学基本要求（非英语专业专科用）》（以下简称《基本要求》）编写的，是教育部成人高等教育规划教材。本套教材的培养目标是：1. 掌握一定的英语基础知识和技能；2. 具有阅读和翻译有关业务英语资料的能力；3. 训练进行简单的日常和涉外会话的初步能力；4. 培养模拟套写简单信函等涉外业务应用文的能力。

主教材（即《英语》）和自学同步教材（即《英语学习辅导书》）两种学生用书各分4册。第一册为预备教材，词汇起点为800词，主要目的是帮助英语水平低于《基本要求》规定的学生，复习巩固中学已学过的语音、语法、词汇，为进一步学习打下基础。为了便于初学者使用本书，从第5次印刷开始，书后加附了基本语音知识、基本语法知识和基本词汇。第二册的重点是简单句的基本语法和基本句式的听说读写译等基本技能的训练，并注意把语言基本功训练与实际涉外活动结合起来，使成人英语学习从一开始就能贯彻学用结合，学一点、用一点的原则。第三、四册在侧重阅读基本技能训练和语法应用能力提高的同时，继续进行听说读写译的综合训练，并引入涉外交际资料的阅读、翻译和套写训练，将读译写技能的培养作为教学重点，把培养学生实际使用英语去处理业务工作中的涉外交际活动的的能力作为最终目标。

《英语学习辅导书》包括主教材学习重点提示、自学同步练习、主教材练习参考答案三部分。其中自学同步练习既与《英语》紧密配合，又不相互重复。与《英语》相比，自学同步练习遵循“自学、自练、自测”的原则，选材内容更简短、生动，训练方式与形式更灵活多样，并适时提供自测试题供学生检测自己的学习成果。考虑到学生自学的特点，其听说训练以听力训练为主，听录音遍数也不强求一致，学生可根据自己的实际需要播放两或三遍；读译写部分以读懂理解为主，所配的少量练习是为了帮助学生学习扩大词汇和巩固语法的。因此，同时使用这两套用书，会收到相得益彰的效果。

为了方便学生自学，从第5次印刷开始，书后加附了主教材和自学同步练习的全部课文的参考译文。

《英语》和《英语学习辅导书》的编写力图改变成人英语教学脱离实际、学用结合不密切的低效率局面，突出英语教学紧密为改革开放服务的实用方向。这是一种新尝试。虽然编者力求达到所设定的目标，但由于编写时间紧迫，经验不足，水平所限，不足与疏漏之处在所难免，恳切希望广大师生和读者批评指正。

本册总主编为大连理工大学外语系孔庆炎教授。由对外经济贸易大学黄震华教授担任主审。参加审稿工作的还有：中央电视大学刘黛琳副教授、北京邮电大学函授学院汪琛副教授、南京师范大学金陵女子学院于忠喜副教授。大连理工大学的美籍教师Joel Kirkhart审读了全书。编者在此一并表示深深谢意。

编者

1998年3月

郑重声明

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通信地址：北京市西城区德外大街4号

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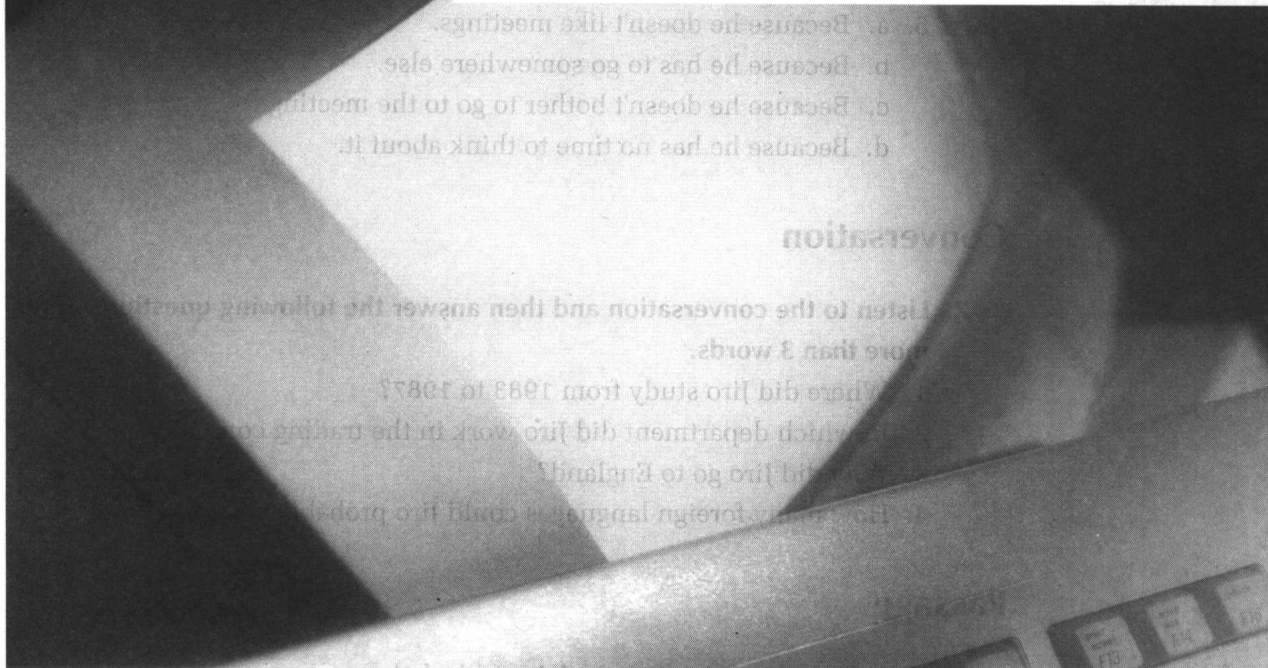
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Listening In and Speaking Out

Dialogues

1. Listen to the dialogues and choose the best answers to the questions.

1. a. He needed the information in it.
b. He bought it as a gift to the woman.
c. He wanted to write an ad.
d. He needed to write a new book.
2. a. Connie and David liked to meet friends.
b. Connie and David had many friends.
c. Connie and David became good friends.
d. Connie and David used to get along well.
3. a. Write out a list of the woman's calls.
b. Make plans to meet the woman.
c. Call the woman later in the day.
d. Take calls for the woman.
4. a. He'll come back again to apply for the job.
b. He'll think about whether he really wants to quit the job.

- c. He'll get some training before he quits the job.
- d. He'll apply for another job.
- 5. a. Because he doesn't like meetings.
- b. Because he has to go somewhere else.
- c. Because he doesn't bother to go to the meeting.
- d. Because he has no time to think about it.

Conversation

2. Listen to the conversation and then answer the following questions in no more than 3 words.

- 1. Where did Jiro study from 1983 to 1987?
- 2. In which department did Jiro work in the trading company?
- 3. Why did Jiro go to England?
- 4. How many foreign languages could Jiro probably speak?

Passage

3. Listen to a story about a couple's survival at sea.

A. Before listening, discuss with others on the following questions and write down any of your ideas in the chart below.

What happened to the couple?	What do you want to know from the story?
Possible answers: a. They met a storm on the sea. b. Their boat ... c.	For example: a. How did they find food? b. c.

B. Listen to the story and put the following events into the right order.

- ☐ a. They jumped into a life-raft after their yacht sank.
- ☐ b. The captain of a fishing boat saved them and took them to Panama.
- ☐ c. Three weeks after they left Panama, they met some sharks.
- ☐ d. Bill caught fish in a cup after he lost his fishing line.
- ☐ e. They lived on tinned food, fruit and bottles of water for twenty days.

Spot dictation

4. Listen to the short passage and fill in the blanks with the missing words.

I'd like to make a comment about the programs and advertisements we see on TV: there are no 1. _____ images of old people at all. Young

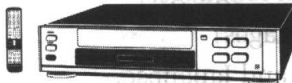
people on TV have a lot of money, good 2. _____ and wonderful clothes. They travel in fast cars or planes and have 3. _____ lifestyles. But what about old people we see in programs or ads? They live 4. _____, they are usually poor, and they never go anywhere. I think the people who make the programs 5. _____ be more careful. Is that really what our young people can 6. _____ for in the future? Remember we'll 7. _____ be old one day — if we're lucky!

Picture identification

5. Four people will talk about four different inventions. Listen to their talk and find out what they are talking about and number the pictures according to the sequence of the talk.



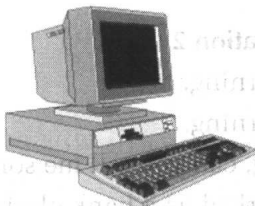
Calculator: _____



VCR: _____



TV set: _____



Computer: _____

Picture description

6. Describe the picture with the help of the Chinese version and English words given in the brackets.

保罗 (Paul), 在东京股票交易中心工作 (Tokyo Stock Exchange), 挣钱很多 (earn a lot of money), 但有太多焦虑 (but have too many worries), 最糟 (the worst) 的是工作没有安全感 (have no job security)。下班后还要学习、工作直至深夜 (work till midnight), 参加各种培训班 (attend training courses)。但他喜爱他的工作 (love his job)。



Communicative speaking

Sample conversation 1

A: Good morning, Miss ...

B: Miss Jones. Good morning.

A: You'd like to join our team, I gather.

B: Yes, I would.

A: I'd like to know a bit about you. Perhaps, you could tell me a bit about your education.

B: Oh yes, right. Well, I studied English in Chongqing University and I got my first degree in 1994 and then I did an MA course in accounting at Manchester University.

A: That's very interesting. Could you tell me which course you enjoyed most at school?

B: Ah ... foreign languages.

A: Foreign languages?

B: I did French and Japanese.

A: Are you quite fluent in those languages?

B: Yes, aha.

Sample conversation 2

A: Good morning.

B: Good morning.

A: Mr. Wang, can you tell me something about your work experience?

B: Yes. I worked as a bank clerk for three years in the Bank of China. I must say that it was a good job.

A: Why did you leave that job?

B: I didn't really want to, but my family had to move to another city, so I left the bank.

A: What did you do after that?

B: I worked for one private company for 6 months and then I did one-year-full-time course in Finance and Trade.

A: What's your best quality?

B: Um, best quality? Well, I think I'm a hard-working and responsible person. I guess that's my best qualities.

USEFUL EXPRESSIONS AND PATTERNS

1. You'd like to join our team.
2. I'd like to know a bit about you.
3. Perhaps, you could tell me a bit about your education.
4. Which course did you enjoy most at school?
5. I studied English in ...
6. I got my first degree in ...
7. Can you tell me something about your work experience?
8. What did you do after that?
9. Why did you leave that job?
10. I worked as a bank clerk ...
11. What's your best quality?
12. I'm a hard-working and responsible person.

Conversation translation

7. Complete the following conversations by translating the parts given in Chinese into English.

Conversation 1

A: What do you do at the moment?

B: 我在一家大公司作秘书工作。

A: Do you like your job there?

B: 不太喜欢。

A: Are you thinking about leaving your job?

B: 对。我想申请到一家广告公司工作。

A: Good luck.

Conversation 2

A: 请你告诉我你的学历和工作经历?

B: I graduated from a technical school two years ago and since then I've been working as a technician in a factory.

A: 那么, 你为什么想到我厂工作?

B: Well, I need changes in my life. I don't like to spend too many years doing the same job, because it's very boring.

A: If you were given the job, 你能为我们干多长时间呢?

B: It's hard to say.

Simulated practice

8. Read the job ad. and do the role play.

A Team Member Is Wanted

ACME ATLANTIC is a well-known trading company. We are looking for enthusiastic people to work in our office on one-year contract. Candidates must be able to speak and write at least one foreign language fluently. The main requirements are a willingness to work as a member of a team, the ability to cope with stress and to use telephone using a foreign language. The salary we offer is excellent.

Student A

You have applied for the job in the ad. You are going to be interviewed by the personnel director. Be ready to answer the personnel director's questions. Besides, you can also ask him / her questions.

Student B

You are the personnel director of ACME ATLANTIC. You are going to interview Student A. Think about the questions you would like to ask him / her. Besides, be ready to answer his / her questions.



Reading In and Writing Out

How to Build Your Own WebSite

A lot of real businesses are **focusing** on the Internet as a way of building sales, but some people with nothing to sell are creating their own Web. sites to announce wedding plans and show off pictures of their kids and just plain communication. It's not as hard as you think and it can be a lot of fun. Carol Masser has some tips on building your own Website. "Like my living room, or my study, it's where I put **mementos, collectibles**, books and paintings and things that I would like to show to my friends and relatives."

Renne Tubegeihan uses his own Website to invite people into his **virtual** home. While John Marashod designed his own Website to reach out to other parents of **disabled** children. "I'd say the goal of this site is to basically link parents in the same situation with disabled children and

集中, 聚集

纪念品 / 收藏品

虚拟的
残疾的

bounce off ideas to one another.”

Renee and John are part of a growing number of **surfers** who are shaping and spinning their tails on their own Web pages. If you want to **weave** a Web yourself, it's easier than you think. The first step is to get your own Web address. They're sold by Web service providers like Microsoft, AT&T, and other local companies. Expect to pay between 15 and 25 dollars per month to rent space for your site. But some companies, like Tripod and Geocities, issue the site for free if you agree to allow their advertising on your page.

Before you get into setting up your own Website, you should go around and do some surfing and check out other sites. Once you know what you want to do, it's time to build. If you just want the basics, you can use Microsoft's free Internet Assistant; or if you want to get a little **fancier**, you can buy a software program like Adobe Pagemill for 100 dollars, or Microsoft's FrontPage Editor for 150 dollars.

交流, 交换
因特网的浏览者

编织, 设计

更为诱人

Check your understanding

1. Choose the best answer to each question.

1. Why do some people create their own Websites?
 - a. To sell their plans.
 - b. To set up family business.
 - c. To communicate with others on family matters.
 - d. To show off their Websites building skills.
2. What is the main goal of John Marashod's Website?
 - a. To contact parents who like to share their ideas on educating children.
 - b. To link parents who offer free service to disabled children.
 - c. To send information to disabled children.
 - d. To link parents with disabled children so as to exchange ideas.
3. Some companies offer free Web addresses provided that _____.
 - a. their advertisements are allowed to be put on the Website
 - b. the Web service providers agree to put their advertisements on their Websites
 - c. Microsoft and other service providers pay the monthly rent
 - d. 25 dollars are paid to Microsoft, AT&T or other local companies
4. What do you need to do after you get your Website address according to the passage?
 - a. You need to contact a local company for free advertising.

- b. You need to surf some Websites so as to decide what will be included in your Website.
- c. You need to learn the basic skills of creating a Website.
- d. You need to buy a software program called Adobe Pagemill.
5. How does the author think about creating one's own Web site?
- a. It's very complicated.
- b. It's expensive by American standard.
- c. It's much easier than we think.
- d. It's just too simple.

Timed reading

2. Part of the main page of Harvard Book Store is presented below. Read it as quickly as possible and then complete the sentences below within 3 words.



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