

全国工商企业出国培训备选人员
外语水平考试系列培训教材

工商英语听说

BFT

学苑出版社

**BUSINESS FOREIGN LANGUAGE
TRAINING (BFT)**

BFT 系列教材

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全国工商企业出国培训备选人员外语考试简介

全国工商企业出国培训备选人员外语培训/考试(Business Foreign-Language Training/Test)简称BFT,是国家外国专家局主办的国家级外语水平考试,分英语、日语、德语和俄语四个语种,中级、高级和特(出国)级三个级别。

BFT考试是由国务院引进国外智力领导小组办公室为适应引进国外智力、选拔出国培训人员的需要,于一九八五年设立的。至一九九五年一月BFT考试已进行过二十次,数以万计的考生参加了考试。随着全国工商企业界人士外语水平的不断提高,合格率逐年上升。现在,国家外国专家局每年选派各类出国培训人员近万人,BFT考试在促进引进国外智力,推动国际人才交流方面起着十分重要的作用。

BFT的最高领导机构为BFT考试委员会,由相关部委、国家外专局及有关方面的领导组成,下设BFT考试办公室。同时为保证和提高BFT培训、考试的水平,设立了英、日、德、俄四个专业委员会,并聘请国内知名语言专家组成学术委员会,是一种标准化外语水平考试。

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BFT的英语和日语考试每年举行两次,一般在一月和七月。德语和俄语每年举行一次,一般在七月。

BFT培训是整个BFT的有机组成部分,其特点是高效、实用。其目的是通过短期强化培训迅速提高学员的外语应用能力。外国专家局培训中心在全国各地设有培训/考试中心。参加上述培训中心组织的外语强化培训是准备BFT考试的最佳途径,参加培训者在通过各培训中心的结业考试后,可获得成绩单和结业证,但欲获得BFT合格证书,需报名参加BFT考试。

前 言

本教材为工商企业出国人员外语强化培训系列教材之一，适合于有一定英语基础，具有中专以上学历的学员强化英语听力和口语训练之用。目的是经过短期的集中强化学习，使学员能够通过国家外国专家局举行的 BFT 水平考试。

强化听力和口语训练不同于普通听力和口语训练。普通听力和口语教材情景对话多，内容多、涉及面广，适合于课时充足，学员压力较轻，循序渐进的教学方式。而强化听力和口语训练则由于学员学习目的明确，时间短，要求高，学员满负荷甚至超负荷学习，所以必需充分利用课堂上的分分秒秒。这就要求教材在编排上紧凑、实用，做到内容精炼、重点突出，使学员明确在每一课中自己遇到了哪些新内容，必须掌握哪几种基本句型。做到学一点，得一点，用一点，避免在学习口语时最容易出现的，一种错误顽固重复出现的现象：张嘴没有把握，出口杂乱无章，结结巴巴。

本教材共 67 课，供一学期使用。每课分为两大部分。第一部分为句型训练，有三个基本句型，每个句型包含 12 个提示。为日常生活用语，在经过必要的生词准备后，教员可先让学员仅仅根据给定的提示不加限制地进行自由问答，充分发挥学员的想像力，让他们自己判断在某一种语言前提下应该怎样正确地作出回答，同时注意纠正语音、语调及语法方面的错误；然后教员再给出规范化的基本句型，要求学员像学绕口令那样嘴不停，参照句型反复练习、反复诵记，利用给出的提示和同桌进行反复问答，而教员则采取个别抽查辅导的方式，使学员做到脱口即出，正确流利，言必达意。这个部分的最后一个练习综合了前面给出的几种句型，目的是考察在复杂情况下学员能否正确运用自己刚刚学到的技能和知识。要注意的是，这一部分的学习比较单调，枯燥，但学员必须认识到非此不能巩固和扎实地掌握并记住英语口语中最基本的内容，非此不能夸口已学过的课程已经真正属于自己。

第二部分给出一篇与工商专业有关的文章，是一种综合了听力、口语和测试的训练形式。首先播放磁带，要求学员听出文章所空缺的单词或词组，填在空白处，然后重播一遍进行自查，同时要求学员听懂文章的内容。教员可做必要的指导。做好这个准备后，教员将提出若干个与文章有关的问题要求学员回答，最后再给出与文章有关的两个论题或情景要求学员进行讨论。

本书最后附有每一课的句型指导及参考答案。由于社会需求，近年来外语强化训练日渐普及。但是在众多的外语教材中，很难甚至找不到一套专门针对成人强化训练编写的系列教材。这次在国家外国专家局培训中心的统一组织下，我们在这一方面做了一点尝试，以期填补外语教材建设上的这一空白。

BFT 系列英语教材由 BFT 英语专业委员会总体策划，柴万里任总编。本教材由张宝文主编。王武红、丁弋和孙宝玲提供了前 12 课听力部分文章的初稿。本教材由戴炜华审阅。缺点和不足之处在所难免，请广大教师和学员批评指正，以便我们今后改进。

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Unit One

Part I Oral Practice

Try to make a dialogue with the hints or prompts given, then the teacher will help you with the exercises.

A: New Words and Expressions:

- | | |
|-----------------|--|
| 1. suit [sju:t] | 使满意, 适合 to satisfy; meet the needs of |
| 2. queue [kju:] | 一排等待的人 a line of people waiting for their turn |
| 3. flat [flæt] | 一套房间 a group of rooms on the floor of a building used as a residence |
| 4. snore [snɔ:] | 打鼾 to breathe roughly and noisily while sleeping |

B: Pattern Exercises

Exercise One:

- A: He sings very well.
B: Does he?

This short response is roughly equivalent to REALLY? or INDEED? When said without any special intonation, it indicates a polite lack of interest. But it can also, when said with the appropriate intonation, express surprise, approval, disbelief and sometimes other emotions.

- 1). Her husband thinks Tom is a wonderful cook.
- 2). I'd like to go to Italy for my holidays.
- 3). Diamonds suit you.
- 4). Rupert has finished that novel you lent him.
- 5). James went to Japan last week.
- 6). Actually I'd read the article before.
- 7). Your dog bit Jane again last night.
- 8). You go to the theatre a lot.

- 9). The queues were enormous.
- 10). He does his best.
- 11). It was a very good play.
- 12). John did everything he could.

Exercise Two:

A: I wasn't happy.

B: Weren't you?

See the note to the previous exercises.

- 1). I wouldn't like to share a flat with your brother.
- 2). Jean didn't agree with Gerald.
- 3). Alice can't sing very well.
- 4). You didn't treat Peter fairly.
- 5). I didn't mean to annoy your sister.
- 6). Ann didn't make a single mistake!
- 7). Her brother isn't as smart as he thinks he is.
- 8). She hasn't an enemy in the world.
- 9). My mother doesn't like my wife.
- 10). My husband doesn't snore.
- 11). Her case wasn't examined.
- 12). It can't rain like this every spring.

Exercise Three:

A: I took your pen.

B: Oh, you did, did you? (Both verbs are stressed.)

This type of response normally indicates anger. But when used without Oh and with a rising intonation, it can indicate surprise or disbelief.

- 1). Her husband could easily afford to buy you one.
- 2). George can walk to work.
- 3). I'm being promoted next week.
- 4). Anyway her brother drives too fast.
- 5). James will have an accident one day.
- 6). She told the boss you were late last Wednesday.
- 7). Everyone agreed with me. (Use THEY as subject.)

- 8). Bob is a danger on the roads.
- 9). She often listens in to your telephone calls.
- 10). I'd like it next week too.
- 11). Charles is sometimes very interesting.
- 12). It's good for you to get up early.

Exercise Four (See how the previous exercises are done in this unit.)

- 1). Lucy borrowed your bike yesterday afternoon.
- 2). Harold has to go now.
- 3). It's shining.
- 4). Nobody believed me! (Use THEY as subject.)
- 5). Arthur never tells lies.
- 6). Paul typed all the passage.
- 7). She lives on a very noisy street.
- 8). Her husband doesn't understand her.
- 9). My sister taped some of the more interesting ones.

Part II Listening Practice

A. New words and expressions :

- | | |
|------------------------------|--|
| 1. discharge [dis'tʃɑ:dʒ] | 清偿 to pay |
| 2. obligation [ˌɒbli'geɪʃən] | 契约, 偿还债务的款项 a duty |
| 3. legal tender | 合法货币 paper bills used as money |
| 4. comprise [kəm'praɪz] | 包括, 由...组成 include, to consist of |
| 5. concerned [kən'sə:nt] | 有关的 to be about |
| 6. resident ['rezɪdənt] | 居民 a person who lives in a place and is not just a visitor. |
| 7. proportion [prə'pɔ:ʃən] | 部分 a part as measured in amount and compared with the whole. |

B. Fill in the blanks with words and phrases you hear on the tape.

Money

Money is what money does. What does money do? Money is used _____ payment and a means to _____. In most countries there are two _____ of

money, legal tender and other means of payment. Legal tender _____ coins and bank notes of the country _____. This means of payment is called '_____' or legal tender, because residents of the country are _____ obliged to accept it in settlement of _____ owed to them. While cash is used as a means of payment in most _____, it is generally used only in transactions of relatively _____ size; and non-cash means of payment are used in a _____ of big transactions by value. The most _____ means of non-cash payment is by a 'cheque' which is 'drawn' on a deposit at a _____.

C: Answer the following questions according to the passage:

1. In most countries, how many kinds of money are there?
2. What's legal tender?
3. Why is it called that?
4. When are non-cash means of payment usually used?
5. Where can be used non-cash means of payment ?
6. What is the most common means of non-cash payment ?

D: Conversation questions:

1. Have a discussion about the relationship between money and happiness with your classmates.
2. How do you spend your money?

Unit Two

Part I Oral Practice

Try to make a dialogue with the hints or prompts given, then the teacher will help you with the exercises.

A: New Words and Expressions:

- | | |
|------------------------------|---|
| 1. inoculate [i'nɒkjuleɪt] | 接种 to inject a serum or vaccine into somebody to give them a mild form of the disease to build up resistance to the disease |
| 2. reliable [rɪ'laɪəbl] | 可靠的 someone or sth that can be depended on |
| 3. object [əb'dʒekt] | 不赞成, 反对 to say that one is not in favour of sth; he opposed to |
| 4. firm offer | 实盘 a firm quotation, an offer with engagement |
| 5. engagement [ɪn'geɪdʒmənt] | 婚约 an agreement to marry |

B: Pattern Exercises

Exercise One:

A: Mary didn't mean to get your brother into trouble.

B: Oh, she didn't, didn't she? (Both verbs are stressed.)

This form is used in response to negative statement. This type of response normally indicates anger. But used without OH and with a rising intonation it can indicate surprise or disbelief. It has the same meaning as its affirmative form.

- 1). You shouldn't speak to your wife like that.
- 2). The contract hasn't been typed yet.
- 3). The typist doesn't like your handwriting.
- 4). My wife doesn't feel well enough to go sightseeing today.
- 5). If Emily left this office, it wouldn't make any difference.

- 6). I never intended to employ you.
- 7). I'm not very healthy.
- 8). But she wasn't really intending to deceive you.
- 9). Anyway the information isn't important.
- 10). He wasn't really sober enough to take it in anyway.
- 11). And he can't always accept your offer.
- 12). She couldn't count in English.

Exercise Two:

A: You didn't find her.

B: You didn't find her, did you?

Question tags can be said with a rising intonation, as in questions, but are usually said with a falling intonation, as in statements. This intonation indicates that the speaker doesn't need information but merely expects agreement.

Use a falling intonation for this exercise.

- 1). The tourists weren't inoculated.
- 2). Sam can't have it both ways.
- 3). You don't expect me to wait all day.
- 4). Gerald never reads reviews.
- 5). His brothers weren't angry.
- 6). I shouldn't have to wait long.
- 7). She wouldn't lift a finger to help anyone.
- 8). His brothers weren't happy.
- 9). She hardly ever pays for his own drinks.
- 10). This train service isn't very reliable.
- 11). Nobody objected at the time. (Use THEY in the tag.)
- 12). Jean shouldn't have said anything.

Exercise Three:

Use a falling intonation as in the previous exercise.

A: The soup was very hot.

B: The soup was very hot, wasn't it?

- 1). If your company had given a firm offer I would have accepted it.

- 2). Alice was hoping to marry him herself.
- 3). Our company made an enormous profit last year.
- 4). But she waited too long.
- 5). His employers could afford to pay him more.
- 6). She should have proposed three months ago.
- 7). Bill gets paid twice as much as his sister.
- 8). But I get tired of waiting.
- 9). Jack and Jane have announced their engagement.
- 10). His ex-girl friend let him down.
- 11). All the same it's a pity.
- 12). They are getting married next week.

Exercise Four (See how the previous exercises are done in this unit.)

- 1). He is not going to explain the new system to you.
- 2). You couldn't ride a bike along the river bank.
- 3). James will be disappointed.
- 4). We don't have to start at once.
- 5). I won't be able to help your sister next week either.
- 6). You won't tell Ann.
- 7). He works much harder than his sister.
- 8). The boss doesn't think much of you.
- 9). I think you should ask for more money.

Part II Listening Practice

A: New words and expressions:

- | | |
|-----------------------------------|--|
| 1. occur [ə'kə:] | 出现 to happen |
| 2. clumsy ['klʌmzi] | 笨拙的, 粗陋的 awkward and ungraceful in movement or action, without skill or grace. |
| 3. inconvenient [ˌɪnkən'vi:njənt] | 不方便 sth that causes difficulty |
| 4. commodity [kə'mɒditi] | 日用品, 商品 an article of trade, esp. product |
| 5. medium ['mi:djəm] | 媒介, 中间的 a middle position |
| 6. scarce [skeəs] | 稀有的, 珍贵的 not much or many compared with what is wanted, hard to find |
| 7. durable ['djuərəbl] | 耐用的 sth that will last a long time |

8. currency ['kʌrənsi]

货币 a particular type of money in use

9. mould [məʊld]

浇注 to shape or form

B: Fill in the blanks with the words and phrases you hear on the tape.

The History Of Money

Nowadays, people use money in _____ goods and services. Money can be used in many ways, such as buying food, medicines, clothes, even houses, and thousands of other things that people need and want. But do you know how money first came _____? In early society there was no money. If people wanted to get goods or services, they had to _____ other goods or services _____. It was a clumsy, inconvenient system _____. Later, a common commodity as a _____ of exchange appeared, but the commodity must be quite _____, valuable and durable, so it was still inconvenient. Then _____ and _____ became the first currency, because they could be easily _____ into small pieces and various values. By the _____, gold and silver _____ were used in trading throughout most of Europe, _____ if you had to buy a lot of things, you should bring lots of money which was too heavy. The _____ found a way to improve this, they began to use _____ money, this was an important step in the development of modern money.

C: Answer the following questions according to the passage:

1. How did the ancient people get goods and services without money?
2. What was used as the earliest kinds of money?
3. Why did people use gold and silver as money?
4. Why is paper money more convenient than metal money?
5. Who began to use paper money?
6. How is money used?

D: Conversation questions:

1. Do you like collecting coins? Why or why not?
2. Is it safer to use a credit card? Why?

Unit Three

Part I Oral Practice

Try to make a dialogue with the hints or prompts given, then the teacher will help you with the exercises.

A: New Words and Expressions:

- | | |
|------------------------|---|
| 1. side-effect | 副作用 secondary or indirect effect, eg. an undesirable effect of a drug used for a specific purpose |
| 2. tank [tæŋk] | 液体或气体的大容器 usually a large container for liquid or gas |
| 3. fine [fain] | 罚款 sum of money paid as a penalty for breaking a law or rule |
| 4. robot ['rəubət] | 机器人 machine made to act like a man, to do work |
| 5. polish ['pɒlɪʃ] | 磨光, 擦光 make or become smooth and shiny by rubbing |
| 6. tune [tju:n] | 调音 to adjust the strings, etc. of a musical instrument to the right pitch |
| 7. violin [ˌvaɪə'lin] | 小提琴 four-stringed musical instrument played with a bow |
| 8. puncture ['pʌŋktʃə] | 小洞 (尤指充气车胎被刺穿) a small hole made by sth sharp, esp. one made accidentally in a tyre |
| 9. spray [spreɪ] | 喷漆 to send paint through the air in tiny drops |

B: Pattern Exercises

Exercise One:

A: You had to do that.

B: You had to do that, didn't you?