

高等学校英语应用能力考试

# 级宝典

A Guide to Practical English Test  
for Colleges (Level A)

总主编 樊文辉

主 编 樊文辉 周电红

阎经娟 肖兴松



大连理工大学出版社



附赠  
光盘

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## 图书在版编目(CIP)数据

高等学校英语应用能力考试A级宝典 / 樊文辉等主编.  
—大连: 大连理工大学出版社, 2013.6  
(高等学校英语应用能力考试)  
ISBN 978-7-5611-7839-3

I. ①高… II. ①樊… III. ①大学英语水平考试—自  
学参考资料 IV. ①H310.42

中国版本图书馆CIP数据核字(2013)第100178号

### 大连理工大学出版社出版

地址: 大连市软件园路80号 邮政编码: 116023  
发行: 0411-84708842 邮购: 0411-84703636 传真: 0411-84701466  
E-mail: dutp@dutp.cn URL: <http://www.dutp.cn>  
丹东新东方彩色包装印刷有限公司印刷 大连理工大学出版社发行

---

幅面尺寸: 185mm×260mm	印张: 17.75	字数: 409千字
附件: 光盘1张		印数: 1~3000
2013年6月第1版		2013年6月第1次印刷

---

责任编辑: 张剑宇

责任校对: 姜文聪

封面设计: 张莹

ISBN 978-7-5611-7839-3

定价: 29.50元

# 前言

为了贯彻《高职高专教育英语课程教学基本要求》(以下简称《基本要求》),使广大高职高专学生真正提高实际运用英语的能力,并帮助其顺利通过全国高等学校英语应用能力考试A级(PRETCO-A),我们编写了《高等学校英语应用能力考试A级宝典》一书(以下简称本书)。

本书以《高等学校英语应用能力考试大纲》(以下简称《考试大纲》)为依据,由长期在高职高专英语教学一线工作、有丰富教学经验的教师编写而成。编者多年来一直从事高等学校英语应用能力考试的教学与指导工作,熟悉PRETCO-A考试的命题规律,能够把握考生的薄弱环节,有针对性地提高高职学生的英语应用能力。

本书主要内容有:模拟试题部分、实考试题部分和真题写作范例部分,并附有mp3格式的听力录音。本书的特点是针对性突出,实用性强。书中的第一部分有10套模拟试题,均经过编者精心设计,可供考生全真模拟练习,建议学生每星期练习完成一套试题,以提高自己的应试实训能力和经验;第二部分有5套实考试题,可以让考生真实地感知高等学校英语应用能力考试A级的题型、内容及难易程度等,使考生亲身体验PRETCO-A的应试实战,从而增强自己的应试技能,丰富应试实战经验,提高实战能力。第三部分主要介绍近年来英语A级真题的主要写作形式和写作范文,通过英语A级真题写作范例练习来提高高职学生的实用英语写作能力。因此,本书对高职高专学生顺利通过高等学校英语应用能力考试A级(PRETCO-A)有很大帮助。

本书由樊文辉担任总主编;由樊文辉、周电红、阎经娟、肖兴松担任主编;由朱东华、张彦杰、潘立守、谭静、梁燕媚、周金梅担任副主编。总主编樊文辉承担了本书的大部分编写任务,并负责全书的规划设计、组织编写、统稿校对、组织出版等工作。

本书的编写任务安排:樊文辉负责编写模拟试题的听力部分及实考试题部分;周电红负责编写模拟试题的词汇、语法部分;阎经娟负责编写模拟试题的写作部分;肖兴松、谭静和梁燕媚负责编写模拟试题的阅读理解部分;周金梅负责编写模拟试题的翻译部分;朱东华和张彦杰负责编写真题写作范例部分。

书中的错误和疏漏在所难免,恳请广大读者和同行批评指正。

编者

2013年6月

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联系电话:0411-84707604 84706231



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商务英语应用能力提升A级模拟试题

Model Test 1

(A)

# 第一部分 模拟试题部分

(15 minutes)

This part is for your listening ability. It consists of 3 sections.

Section 1: You will hear a short dialogue. There are 5 questions.

Section 2: You will hear a longer dialogue. There is a recorded question. Both

the dialogue and the question will be spoken only once. When you hear a ques-

tion, you must choose the correct answer from the 4 choices marked A), B), C) and D).

Section 3: You will hear a longer dialogue. Then you should mark the correspond-

ing answer. You will hear a single line through the center.

W: Are you coming to the 15th night? M: Yes, I am.

M: The 15th night is on the 15th of the month. C: Yes, it is.

A: Yes, it is. B: No, it is not. C: Yes, it is. D: No, it is not.

You will read a short passage. There are 5 questions.

Section 4: You will hear a longer dialogue. There is a recorded question. Both

the dialogue and the question will be spoken only once. When you hear a ques-

tion, you must choose the correct answer from the 4 choices marked A), B), C) and D).

Section 5: You will hear a longer dialogue. Then you should mark the correspond-

ing answer. You will hear a single line through the center.

W: Are you coming to the 15th night? M: Yes, I am.

M: The 15th night is on the 15th of the month. C: Yes, it is.

A: Yes, it is. B: No, it is not. C: Yes, it is. D: No, it is not.

You will read a short passage. There are 5 questions.

Section 6: You will hear a longer dialogue. There is a recorded question. Both

the dialogue and the question will be spoken only once. When you hear a ques-

## 高等学校英语应用能力考试 A 级模拟试题一

# Model Test 1

### PRACTICAL ENGLISH TEST FOR COLLEGES (PRETCO-A)

## Part I Listening Comprehension

(15 minutes)

**Directions:** This part is to test your listening ability. It consists of 3 sections.

### Section A

**Directions:** This section is to test your ability to understand short dialogues. There are 5 recorded dialogues in it. After each dialogue, there is a recorded question. Both the dialogues and questions will be spoken only once. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C), and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

**Example:** You will hear: W: Are you catching the 13:15 flight to New York?

M: No. I'll leave this evening.

Q: What are the two persons talking about?

You will read: A) New York City.

B) An evening party.

C) An air trip.

D) The man's job.

From the dialogue we learn that the man is to take a flight to New York. Therefore, C) An air trip is the correct answer. You should mark C) on the Answer Sheet. Now the test will begin.



1. A) She still has enough time.  
B) She doesn't have time to finish the job.  
C) She can't finish the job by herself.  
D) She has to have a rest.
2. A) She likes the new apartment.  
B) She likes to come home late every night.  
C) She wants to watch TV every night.  
D) She wants to find a quieter place to live.
3. A) The room is on fire.  
B) There is very little breeze.  
C) They are bothered by the smoke.  
D) They are not permitted in the room.
4. A) The course may not be so good now.  
B) Physics course is very hard to understand.  
C) Taking this course is worthwhile.  
D) There is no physics course this term.
5. A) Disneyland is not worth visiting.  
B) All friends are dull except Tom.  
C) Tom is really a bore.  
D) Disneyland was so interesting that they were unwilling to leave.

## Section B

**Directions:** This section is to test your ability to understand short conversations. There are 2 recorded conversations in it. After each conversation, there are some recorded questions. Both the conversations and questions will be spoken two times. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C), and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

### Conversation 1

- |                     |                    |
|---------------------|--------------------|
| 6. A) His daughter. | B) His wife.       |
| C) His mother.      | D) His girlfriend. |





7. A) A chess set. B) A handball set.  
C) A purse. D) A pen.

### Conversation 2

8. A) A teacher. B) A doctor.  
C) A soldier. D) A businessman.
9. A) Housewives' need for a change in their lives.  
B) Housewives' need for a proper job.  
C) Men's dissatisfaction with their wives.  
D) Men's satisfaction with their wives.
10. A) The husband doesn't care for his wife very much.  
B) The woman doesn't want to have children.  
C) The husband doesn't understand his wife's feelings.  
D) The woman doesn't want her husband to go out and work.

### Section C

**Directions:** This section is to test your ability to comprehend short passages. You will hear a recorded passage. After that you will hear five questions. Both the passage and the questions will be read two times. When you hear a question, you should complete the answer to it with a word or a short phrase (in not more than 3 words). The questions and incomplete answers are printed on your test paper. You should write your answer on the Answer Sheet correspondingly. Now the passage will begin.

11. What have you got to do before you get to the departure gate?  
You have to pay \_\_\_\_\_.
12. What will the attendant ask you to show her when you check in?  
Your \_\_\_\_\_, ticket and airport-tax receipt.
13. What will you have to do if your luggage is overweight?  
You'll have to \_\_\_\_\_.
14. What chance do you have on your way to the gate?  
You can buy something at \_\_\_\_\_.
15. What is the key point of traveling by plane?  
It is to give yourself \_\_\_\_\_.



**Directions:** This part is to test your ability to construct grammatically correct sentences. It consists of 2 sections.

**Directions:** In this section, there are 10 incomplete sentences. You are required to complete each one by deciding on the most appropriate word or words from the 4 choices marked A), B), C) and D). Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

- 005



23. When he first arrived in Japan, he was surprised \_\_\_\_\_ the way people greeted each other.  
A. of                      B. to                      C. with                      D. at
24. Not until that day \_\_\_\_\_ the importance of good manners in a job interview.  
A. did they realize                      B. they did realize  
C. they have realized                      D. have they realized
25. The market economy is quickly changing people's idea on \_\_\_\_\_ is accepted.  
A. that                      B. which                      C. what                      D. how

## 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. Write the word or words in the corresponding space on the Answer Sheet.

26. Obviously, nuclear power can never be the only (solve) \_\_\_\_\_ to energy crisis.
27. It was in her childhood that she read most of the books (write) \_\_\_\_\_ by Mark Twain.
28. Nobody at the meeting would (belief) \_\_\_\_\_ that the new proposal could be accepted.
29. If the rent is as much as \$1,500 a month, water, gas and electricity should (include) \_\_\_\_\_.
30. The movie was so (bore) \_\_\_\_\_ that many of the audience in the cinema fell asleep.
31. Mrs. Black considered (sell) \_\_\_\_\_ her car and her house before moving to New York.
32. His sister (enjoy) \_\_\_\_\_ a better health since they came to live in that beautiful country-side.
33. The local government is trying to find a new way to deal with the problem of pollution (effective) \_\_\_\_\_.
34. That young man didn't have enough money; otherwise he (buy) \_\_\_\_\_ a better car.
35. The global average air temperature is believed (rise) \_\_\_\_\_ in the near future.

## Part III Reading Comprehension

(40 minutes)

**Directions:** This part is to test your reading ability. There are 5 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 5 questions or unfinished statements, numbered 36 through 40. For each question or statement there are 4 choices marked A), B), C), and D). You should make the correct choice and mark the corresponding letter on the Answer Sheet with a single line through the center.

When meeting someone for the first time in America, it is customary to shake hands, both for men and for women. Hugs are only exchanged between close friends. Kissing is not common, and men never kiss other men.

Americans usually introduce themselves with their first name only, or, if the meeting is formal, by their first name and last name. The common response when someone is introduced to you is "Nice to meet you." Unless someone is introduced to you with his title and last name you should address him by his first name. Americans normally address everyone they meet in a social or business setting by their first name. However, you should always address your college professors by their title and last name, unless they ask you to do otherwise.

Americans normally answer the telephone by simply saying, "Hello." If you are calling a business, the person answering the phone will give the name of the business and usually his own name as well. If the person you would like to speak to has answered the phone, you should say "hello" and state your name.

All restaurants in America accept cash for payment, and most also accept credit cards. A few restaurants also accept ATM cards for payment. You will rarely find a restaurant that accepts checks.

It is common to have to wait for a table at a popular restaurant. There are many popular restaurants that do not accept reservations. At these restaurants, the wait can be very long on a weekend night, sometimes up to one hour. Many restaurants in America have a license to serve alcohol. You can find beer and wine, and at some restaurants you can even buy hard liquor. The drinking age in America is 21. If you look young, be prepared to show proof of your age when ordering alcohol.

36. What do Americans usually do when they meet somebody for the first time?
- A) To exchange business card.      B) To give a big hug.  
C) To kiss each other.              D) To shake hands.
37. If the person answering the phone is the right one you are looking for, what should you do firstly on the phone?





- A) Say "Hello".  
 B) Say "hello" and state our own name.  
 C) Say "Nice to meet you".  
 D) Say "How do you do".
38. In American restaurants, which of the following ways is not used very often to pay bills?  
 A) Cash. B) Credit cards.  
 C) ATM cards. D) Checks.
39. According to this passage, which of the following is TRUE?  
 A) Most restaurants accept checks for payment in America.  
 B) People have to make reservations in popular restaurants in America.  
 C) Those who are less than 21 are not allowed to drink alcohol in America.  
 D) All the restaurants are able to sell alcohol in America.
40. In this passage, the author wants to \_\_\_\_\_.  
 A) introduce some American customs  
 B) inform us of Americans' politeness  
 C) tell us to make reservations before having dinner in American restaurants  
 D) tell us not to order alcohol if we are under 21

## Task 2

**Directions:** This task is the same as Task 1. The 5 questions or unfinished statements are numbered 41 through 45.

How to protect children Web fans from unsuitable material on-line while encouraging them to use the Internet has long been discussed in the USA.

For some parents, the Internet is like a jungle (热带森林) filled with dangers for their children. But jungles contain wonders as well as dangers, and with good guide, some education, and a few precaution (预防措施), the wilds of the Internet can be safely explored. "Kids have to be on-line. If we tell our kids they can't have access to the Internet, we're cutting them off from their future," said an expert.

Most kids have started to use search engines. Many of them are great for finding tons of interesting Internet sites, and they can also locate places where you might not want your kids to go. There are search engines designed just for kids. A certain software contains only sites that have been selected as safe. The most popular way to limit access would be to use what is known as a "content screener (过滤器)." But this can't be wholly reliable, and the best thing parents can do is talk to their kids and let them know what is OK to see or do on the Internet.

45. In this passage, which of the following is TRUE?
- A) Searching engines can help children to select materials that fit them.
  - B) Content screener can fully protect the children from the bad materials.
  - C) Surfing the Internet is the best way to educate children.
  - D) The experts don't think it is good for children to be on-line.

### Task 3

**Directions:** Read the passage and complete the information by filling in the blanks marked 46 through 50 in the table below with not more than 3 words.

Dear Sir or Madam,

I learned from "Beijing Youth Daily" Oct. 2 that your company is offering a position for a secretary, and it's a great pleasure for me to write to explore the possibility of seeking the job.

I graduated two years ago from Beijing University of Technology, and obtained a Bache-

lor's degree in the field of business management. During my stay in the university my major courses included macro-economics, business communication skills, marketing and computer applications. I was especially fond of the communication skills which enabled me to deal with people and things around well.

Upon graduation I engaged with HP Chain Branch as an assistant to the head of Marketing Department. My responsibilities consisted of carrying out market surveys, writing reports and organizing meetings within the department. This two-year experience has helped me a lot in many ways. In particular, I become increasingly aware of the importance of co-ordination and co-operation among coworkers. I also believe that the experience will qualify me for the current vacancy in your company.

I enclose herein my resume and some relevant documents as required. And if you need any further information on me, I also refer you to Mr. Johnson, my ex-colleague, who is available at 021-868536984.

I appreciate your sincere consideration of me, and am looking forward to an early interview with you.

Yours sincerely,  
(Signature)

### Application Letter

The position applied: 46

Degree obtained: 47

The first job of the applicant is an assistant in 48 after graduation.

Years of work experience: 49

More information about the applicant can be obtained from 50

### Task 4

**Directions:** The following is a list of terms of modern business management. After reading it, you are required to find the items equivalent to (与……相同) those given in Chinese in the table below. Then you should put the corresponding letters in the brackets on the Answer Sheet, numbered 51 through 55.



A. Accounting Manager	H. HR Manager
B. Administrative Assistant	I. Marketing Executive
C. Assistant Manager	J. Office Clerk
D. Business Manager	K. Regional Manager
E. Chairman of the Board	L. Sales Manager
F. Commercial Representative	M. Purchasing Manager
G. Financial Manager	N. Public Relations

**Example: (A) 会计经理**

**(N) 公共关系**

51. ( ) 区域经理	( ) 办公室职员
52. ( ) 助理经理	( ) 董事长
53. ( ) 采购经理	( ) 销售主管
54. ( ) 财务经理	( ) 行政助理
55. ( ) 商务经理	( ) 人事经理

**Task 5**

**Directions:** *There is a short passage below. After reading it you should answer the 5 questions (No. 56 through No. 60) following it. Just write a word or a phrase for each answer. The answers should be written after the corresponding number on the Answer Sheet.*

Most cities and/or states in the U.S.A. collect a sales tax on almost everything you buy. You must ask when you move into a new community how much the local sales tax is, and what items are and are not taxable. Both taxable items and the amount of tax vary considerably from place to place, from one or two percent in some places up to eight or ten in others. The New York City sales tax, for example, is currently 8%, so if you buy a pair of \$ 40 shoes you will actually have to pay \$ 43.20. This makes paying and getting correct change much more difficult, but there's no other way out. We say in America that only two things in life





are unavoidable: one is death and the other taxes.

Another thing that makes money exchanges more complicated is tipping. Waiters and waitresses, cab drivers, bakers and all sorts of other people must be tipped. Their employers give them low wages because it is expected that customers will make up the difference. If you don't, the service person can't earn a living. Tipping also varies from place to place, generally in the area of 15% of your bill (before taxes), but again you should ask local residents whom to tip and how much.

56. What are the things that American people can't avoid?

57. How much do you have to pay, if you buy an item priced \$ 1000 in New York City?

58. Why must waiters and waitresses be tipped?

Because they \_\_\_\_\_.

59. What do you have to do when you move into a new community in America?

You should get information about \_\_\_\_\_.

60. What can make money exchanges more complicated in America?

\_\_\_\_\_.

## Part IV Translation

(25 minutes)

**Directions:** This part numbered 61 through 65 is to test your ability to translate English into Chinese. After each of the sentences numbered 61 through 64, you will read four choices of suggested translation. You should choose the best one and mark the corresponding letter on your Answer Sheet. And for the paragraph numbered 65, write your translation in the corresponding space on the Answer Sheet.

61. I believe my education, training and personal qualities meet the requirement you set for the position of electrical engineer.

A) 我认为我受的教育和培训,以及个人素质正是你们要求的,我会努力履行电气工程师的职务。

