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高等学校

英语应用能力考试

A级应试 精讲精练

主编:许西萍

应试技能
专项演练

实战模拟
真题研究

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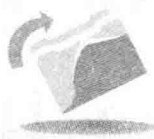
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前言

PREFACE

经国家教育部批准,由教育部高教司组织的“高等学校英语应用能力考试(Practical English Test for College)”,简称 PRETCO,自 2000 年在全国成人高等学校、普通高等专科学校以及高职高专院校实施以来,至今已经整整 15 个年头。它已成为客观地检查大纲落实情况 and 评估教学质量的重要手段,有力地促进了外语教学改革的深入开展和教学质量的稳步提高。越来越多的高职高专院校将其视为检验学生综合能力的重要手段。为了使广大考生巩固所学知识,熟悉高职高专英语应用能力考试的题型和考试重点,做到有针对性地复习备考并顺利通过考试,我们特地编写了《高等学校英语应用能力考试 A 级应试精讲精练》一书。

本书以教育部颁发的《高等学校英语应用能力考试大纲和样题(第二版)》(以下简称《考试大纲》)为依据,按照高职高专英语课程基本要求进行编写,是考生复习所学内容、顺利通过测试的辅导性教材。

《高等学校英语应用能力考试 A 级应试精讲精练》一书具有以下特点:

一、内容新颖,题材全面

本书所选材料内容新、题材广,融知识性及趣味性于一体。选材时既注重语言的丰富性又兼顾到文章的思想性和科学性。

二、理论指导与具体训练相结合

本书的最大特点是精讲多练、讲练结合。对听力、语法、词汇、阅读理解、翻译及写作进行了分章讲解、辅导。以上六个部分都包括考试要点、复习内容、专项练习等方面。考生通过把握各章提供的重点、难点,可以系统学习和巩固所讲授的知识,轻松掌握解题技巧及命题规律,然后进行强化训练,从而顺利地通过考试。

三、真题考频统计分析

本书对近几年考试的 A 级历年真题的听力、语法、词汇、阅读、翻译及写作各部分题材进

行了统计分析。从而使考生可根据个人情况明确备考方向,理清思路,抓住重点,攻破难点。

四、针对性、实用性强

本书紧扣《考试大纲》进行选材,完全按照考试的题型和题量精选了针对性、实用性较强的内容进行分析讲解。所选题型全面、难度适中,涵盖了考试委员会公布的全部题型。练习编排科学、语言知识和应用文体覆盖面宽,具有很强的考前辅导针对性和可操作性,有助于考生熟悉考试题型、巩固所学语言知识和技能、提高考试成绩。书后附有听力训练答案、各章节专项练习答案、五套模拟试卷和两套最新真题试卷及答案解析。

由于编者水平有限,书中恐有不妥之处,恳请使用该书的教师、学生和广大英语爱好者提出宝贵意见。

编者

2014年8月

目录 | CONTENTS

第一篇 高等学校英语应用能力考试大纲和样题	1
第一章 新大纲总述	1
第二章 A 级样卷	4
第二篇 解题技巧及专项训练	15
第一章 听力解题技巧及专项训练	15
第一节 对话解题技巧	15
第二节 会话解题技巧	22
第三节 听写解题技巧	24
第四节 短文解题技巧	26
第二章 语法解题技巧及专项训练	31
第一节 时态和语态	32
第二节 主谓一致	37
第三节 非谓语动词——不定式	41
第四节 非谓语动词——分词	45
第五节 非谓语动词——动名词	49
第六节 介词和连词	53
第七节 情态动词	59
第八节 定语从句	61
第九节 名词性从句	66
第十节 状语从句	68
第十一节 虚拟语气	74
第十二节 倒装句和强调句	79
第十三节 比较结构	82
第三章 词汇解题技巧及专项训练	87
第四章 阅读解题技巧及专项训练	97

第一节 单项选择题	97
第二节 填空题	109
第三节 匹配题	112
第四节 简答题	114
第五章 翻译解题技巧及专项训练	118
第六章 写作解题技巧及专项训练	125
第一节 写作概述	125
第二节 常见的英文应用文格式及样文	126
第三节 写作技巧	135
第三篇 模拟试题精编及历年真题自测	138
第一章 模拟试题精编	138
Model Test One	138
Model Test Two	146
Model Test Three	154
Model Test Four	162
Model Test Five	169
第二章 历年真题自测	178
历年真题自测(1)	178
历年真题自测(2)	186
第四篇 听力原文与答案解析	195
第一章 过关练习参考答案与听力原文	195
第二章 模拟试题精编听力原文与答案解析	205
Model Test One	205
Model Test Two	210
Model Test Three	216
Model Test Four	221
Model Test Five	227
第三章 历年真题自测听力原文与答案解析	233
历年真题自测(1)	233
历年真题自测(2)	242

第一篇

高等学校英语应用能力考试大纲和样题

第一章 新大纲总述

我国高等职业教育的教学目标是培养高端技能型人才,因此其英语教学应贯彻“实用为主,应用为目的”的方针,既要传授学生必要的英语语言基础知识,也应培养学生运用英语进行涉外日常交际与业务工作的能力。高等学校英语应用能力考试就是为检测高等职业院校和高等专科学校学生是否达到所规定的教学要求,是否符合我国社会和经济对职业人员的需求而设置的考试。本考试既测试语言知识,也测试语言技能;既测试一般性语言内容,也测试与涉外业务有关的应用性内容。

高等学校英语应用能力考试分为笔试和口试,分别实施,以适应考生的不同需求。笔试测试考生的英语语言知识和读、听、译、写四种英语技能,口试测试考生的听说技能。本大纲为笔试大纲,口试大纲另行公布。

考虑到我国目前高等职业教育的教学现状和学生的英语入学水平,本考试分为A级考试和B级考试。A级考试适用于已完成高职教育英语课程的考生,B级考试适用于达到高职教育英语课程基础要求的考生。

客观性试题具有信度较高、覆盖面广的优点,而主观性试题有利于提高测试的效度,能更好地检测考生运用英语语言的能力,为此,本考试采用主客观题混合题型,以保证良好的信度和效度。

本考试按百分制计分,满分为100分,60分及60分以上为及格,85分及85分以上为优秀;考试成绩合格者可获得“高等学校英语应用能力考试”相应级别的合格证书。

A 级

一、考试对象

A级考试适用于已完成高职教育英语课程的高等职业教育、普通高等专科学校教育、成人高等教育和本科独立学院各非英语专业的学生。

二、考试性质

本考试的目的是考核考生的英语语言知识、语言技能,以及使用英语处理有关日常和一般业务的涉外基本能力,其性质是教学—水平考试。

三、考试方式与内容

考试方式为笔试,包括五个部分:听力理解、语法结构、阅读理解、翻译(英译汉)和写作/汉

译英。

第一部分:听力理解(Listening Comprehension)

本部分测试考生理解所听对话、会话和简单短文的能力。听力材料的朗读语速为每分钟120词。

对话、会话和短文以涉外日常交际和通用的涉外业务交际内容为主。词汇限于本大纲“词汇表”中A级范围。

本部分的得分占总分的20%。测试时间为20分钟。

第二部分:语法结构(Structure)

本部分测试考生运用语法知识能力。测试内容包括职业教育英语课程涉及的全部语法,即词法和句法。词汇限于本大纲“词汇表”中A级范围。

本部分的得分占总分的15%。测试时间为10分钟。

第三部分:阅读理解(Reading Comprehension)

本部分测试考生从书面文字材料获取信息的能力。总阅读量约1,000词。

本部分测试的文字材料包括一般性阅读材料(文化、社会、常识、科普、经贸、人物等)和应用性文字材料,不包括诗歌、小说、散文等文学性材料;其内容能为各专业学生所理解。其中,应用性文字材料(术语、简历、业务函电、广告、说明书、业务单证、合同书、故障维修、简介等)约占60%。

本部分主要测试以下阅读技能:

1. 了解语篇和段落的主旨和大意;
2. 掌握语篇中的事实和主要情节;
3. 理解语篇上下文的逻辑关系;
4. 对句子和段落进行推理;
5. 了解作者的目的、态度和观点;
6. 根据上下文正确理解生词的意思;
7. 理解语篇的结论;
8. 进行信息转换。

阅读材料涉及的词汇限于本大纲“词汇表”中A级范围。

本部分的得分占总分的35%。测试时间是40分钟。

第四部分:翻译—英译汉(Translation—English into Chinese)

本部分测试考生将英语正确通顺地译成汉语的能力。所译材料为句子和段落,包括一般性内容和应用性内容(各约占50%);所涉及的词汇限于本大纲“词汇表”中A级范围。

本部分的得分占总分的15%。测试时间为25分钟。

第五部分:写作/汉译英(Writing/Translation—Chinese into English)

本部分测试考生填写英文表格、书写应用性短文和信函或将简短的汉语应用性文字翻译成英语的能力。

本部分的得分占总分的15%。测试时间为25分钟。

测试项目、内容、题型、分值比重及时间分配表:

序号	测试项目	题号	测试内容	题型	分值比重	时间分配
I	听力理解	1 ~ 20	对话、会话、短文	4 项选 1、听写、简答	20%	20 分钟
II	语法结构	21 ~ 35	句法结构、词性等	4 项选 1、填空	15%	10 分钟
III	阅读理解	36 ~ 60	术语、语篇(应用性文字)	4 项选 1、填空、匹配、简答	35%	40 分钟
IV	翻译—英译汉	61 ~ 65	句子和段落	句子翻译:3 项选 1, 段落翻译	15%	25 分钟
V	写作/汉译英		应用性文字 (通告、信函、简 历表、申请表等)	写短文、填表、汉译英等	15%	25 分钟
合计		65 + 1			100%	120 分钟

第二章 A 级样卷

Part I Listening Comprehension

(20 minutes)

Directions: This part is to test your listening ability. It consists of 4 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:

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 with a single line through the center.

[A] [B] [C] [D]

Now the test will begin.

1. A) The man can have a room with a shower.

B) The man can't have a room at present.

C) The man should come tomorrow.

D) The man can't have a double room today.

2. A) At the post office.

B) At the bank.

C) In the street.

D) In the office.

3. A) Go camping.

B) Go sightseeing.

C) Go shopping.

D) Go skating.

4. A) Frozen foods.

B) Sports goods.

C) Office equipment.

D) Home appliances.

5. A) Complaining about the mobile phone.

B) Asking about the price of the mobile phone.

C) Comparing the models of the mobile phone.

D) Inquiring about the functions of the mobile phone.

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.

Now listen to the conversations.

Conversation 1

6. A) A job related to computers.
B) A job related to designing.
C) A job related to marketing.
D) A job related to advertising.
7. A) Ask for an interview.
B) Look for a well-paid job.
C) Write some application letters.
D) Contact some advertising companies.

Conversation 2

8. A) She has forgotten the man's address.
B) She cannot keep her appointment with the man.
C) She has suddenly fallen ill with a bad cold.
D) She cannot attend the training course this week.
9. A) Visit an important client.
B) Go to a department store.
C) Attend a sales meeting.
D) Move to a new office.
10. A) At 1 p. m. tomorrow.
B) At 2 p. m. today.
C) At 3 p. m. tomorrow.
D) At 4 p. m. today.

Section C

Directions: *In this section you will hear a recorded short passage. The passage is printed in the test paper, but with some words or phrases missing. The passage will be read **two times**. You are required to put the missing words or phrases on the Answer Sheet in order of the numbered blanks according to what you hear.*

Now the passage will begin.

Good evening, Ladies and Gentlemen. A warm welcome to you all to this reception. First, I'd like to say a few words about tonight's 11. We shall begin with a talk by Professor Richard Johnson from London. This will be followed by a question and answer period. You will be free to 12 with the professor. At about 8 o'clock tonight when the talk finishes, the reception will 13. And we have prepared some chocolates, drinks and fruits outside for you.

Professor Johnson is taking 14 home tonight. Although we would like to have him here longer with us, we'd have to 15 that he leaves here by 8 :30.

Section D

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 no more than 3 words**). The questions and incomplete answers are printed in your test paper. You should write your answers on the Answer Sheet correspondingly.

Now listen to the passage.

16. What does the speaker think of his working conditions?
He thinks that the working conditions are _____.
17. How many hours does the speaker work everyweek?
_____.
18. How does the speaker spend his holiday in winter?
He usually takes one week to _____.
19. What system did the company introduce last year?
It introduced a flexible _____ system.

20. When can the speaker start his work in the morning?

Any time between _____ in the morning.

Part II Structure

(10 minutes)

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

Section A

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.

21. Our company's visitors decided to stay in our city for _____ two days as they wanted to have a look around.

- A) other B) the other C) another D) others

22. According to the timetable, the train for Beijing _____ at 9 : 10 a. m. from Monday to Friday.

- A) was leaving B) is leaving C) leaves D) has left

23. The new drug will not be put on the market _____ it has proved safe on humans.

- A) when B) until C) since D) if

24. Students are expected to pay the loan back _____ they are earning enough.

- A) as soon as B) in order that C) even though D) in case

25. Those people have to adapt themselves culturally and physically to the new surroundings _____ which they have moved.

- A) on B) by C) with D) into

26. The proposal _____ at the meeting now is of great importance to our department.

- A) being discussed B) to be discussing C) having discussed D) discussing

27. It was because of his good performance at the interview _____ he got the job with the big company.

- A) while B) what C) so D) that

28. It is reasonable for people to seek a career in a field related _____ their favorite hobbies.

- A) on B) to C) at D) for

29. There is no evidence _____ he was on the site of the accident.

- A) where B) that C) which D) how

30. Only when we hurried to the airport _____ that the flight was cancelled.

- A) did we find B) we found C) have we found D) we have found

Section B

Directions: There are 5 incomplete statements here. You should fill in each blank with the proper form of the word given in brackets. Write the word or words in the corresponding space on the Answer Sheet.

31. When he came to the city for the second time ten years later, he found it completely (change) _____.

32. The Internet is an important means of communication, (allow) _____ fast access to information.

33. It is the (responsible) _____ of the Human Resources Department to employ new staff members.

34. Most of the high school students who (interview) _____ yesterday believed that they should continue with their education.

35. The bank refused accepting my (apply) _____ for the loan because they weren't convinced by my business plan.

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 to 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.

College is a place to explore many possibilities; so you really can't do it all—unless you manage your time wisely. Here are some tips I have found very helpful for managing my time and maximizing my study efforts:

1. Determine your goals. What do you want to get out of a college education? Academic (学术的) knowledge? Leadership experience within a club? Decide what is most important to you. Then devote appropriate amounts of time to those efforts.

2. Plan ahead. You may think you can keep everything in your head, but as the activities on your schedule start piling up, making a schedule can really help organize even little tasks.

3. Study at the best time of day times. Don't wait until you're falling asleep to study. Study first. Save those emails to check later, because tasks that don't require much energy and attention can still be done when you're tired.

4. Motivate yourself! You know that TV show you've been dying to see, or that game of chess (象棋) you've been waiting all week to challenge your friend to. These and many other special activities can be used for motivation. Promise yourself that you'll finish your math assignment before you go off and "play". That way, you'll force yourself to work efficiently. (Don't rush through the assignment, though.)

5. Take a nap (午睡). Sometimes even a 20-minute nap in the afternoon will give you the extra energy you need to get through the day.

36. We need to plan ahead in order to _____.

A) make a record of all the events B) avoid doing unimportant tasks
C) keep important things in mind D) better organize our activities

37. The best time of day times should be spent on _____.

A) energy saving B) e-mail writing
C) everyday study D) sports activities

38. Which of the following could be used as a motivation to do our assignments?

A) The break we take in the afternoon. B) An urgent task we are interested in.
C) Any activities we're eager to do. D) A promise we give to our boss.

39. What can help us to keep refreshed throughout the day according to the passage?

A) Doing some physical exercise. B) Taking a short nap in the afternoon.
C) Rushing through some assignments. D) Playing a game of chess with a friend.

40. Which of the following could be the best title for this article?

- A) Study Habits and Time Management. B) Business guidelines and Leadership.
C) College Education and Campus Life. D) Life Goals and Career Development.

Task 2

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

Welcome to our small business set-up guide, providing all the information you need to start your business on a healthy, solid basis.

From choosing the right name for your company and making your first business plan, through to up-to-date taxation (税务) advice, banking and insurance tips, each subject is discussed in the guide.

We also look at the vital characteristics you'll need to survive in business. Determination and originality (原创性) are key. Equally, so is the ability to organize your time and to put in the required effort during the early days.

As with any new business, success can never be guaranteed, but our aim is to reduce the difficulties involved in setting up a business on your own. We'll *forewarn* you of the most common problems, including failure to research your market in sufficient detail and not setting aside enough funds for tougher financial times.

Starting up even the smallest business can be challenging. But take comfort in the fact that you are not alone. In fact, of the four million businesses currently in operation in the UK, more than 99.3% are classified as "small," with fewer than 50 employees.

In order to keep this guide as brief as possible, where we've not had enough room to include every detail, you'll find a link taking you to the most relevant articles.

Good luck with your business idea!

41. This guide is intended to help people to _____.
A) cope with an economic crisis B) start a new small business
C) raise funds for a new firm D) build up public relations
42. What are the vital characteristics we'll need to survive in business according to the guide?
A) Banking and insurance services. B) Research and business planning.
C) Organization and management. D) Determination and originality.
43. What does the word "*forewarn*" (Para. 4, line 2) mean?
A) Deal with. B) Argue with.
C) Advise in advance. D) Give instructions to.
44. What kind of business is regarded as "small" in the UK?
A) Those with fewer than 50 employees.
B) Those with only a single business owner.
C) Those with 99.3% of bank loan to start up.
D) Those with annual sales of less than £ 4 million.
45. More information about how to start a small business is available by _____.
A) trying to get in touch with the writer in person
B) clicking on the link to the relevant articles
C) reading the related advertising brochures
D) visiting the writer's website online

Task 3

Directions: The following is a passage about the writing of a resume. After reading it, you are required to complete the outline below it (No. 46 to No. 50). You should write your answers briefly (in no more than three words) on the Answer Sheet correspondingly.

How to Write Contact Details in Your Resume?

Print your name in large letters at the top of the page. You don't have to write "Resume" or "Curriculum Vitae" (简历) across the top, as we know what it is, and what we need to know is who you are.

Make it as easy as possible for would-be employers to talk to you, so include your address, email address, and mobile phone number. If you are posting your resume on a website, then remember basic web security and just use an email address. You do not have to include your home phone, and take care with work numbers and emails.

You do not need to give any personal information such as date of birth, marital (婚姻的) status, disabilities, health and details of parents or children. There is no need to include a photograph unless it is requested.

What to be included in a resume

Top of page: 46 your name in large letters

Items:

to be included: 1) 47

2) email address

3) 48 number

not to be included: 1) 49, such as date of birth

2) 50 unless it is requested

Task 4

Directions: The following is a list of terms used in International Trade. After reading it, you are required to find the items equivalent to (与...等同) those given in Chinese in the table below. Then you should mark the corresponding letters with a single letter through the center in order of the numbered blanks, 51 through 55, on the Answer sheet.

A — Supply agreement

B — Trade agreement

C — Long-term contract

D — Sales contract

E — Cash price

F — Contract law

G — Fixed price

H — Late payment

I — Paying bank

J — Port of arrival

K — Prompt shipment

L — Cash against delivery

M — Letter of credit

N — Advice of delivery

O — Advice note

P — Notice of claim

Q — Port of delivery

Examples: (L) 交货付款

(N) 到货通知书

- | | |
|--------------|----------|
| 51. () 现金价格 | () 销售合同 |
| 52. () 到达港 | () 供货合同 |
| 53. () 逾期付款 | () 索赔通知 |
| 54. () 贸易协定 | () 信用证 |
| 55. () 固定价格 | () 即期装运 |

Task 5

Directions: The following is an introduction of a kind of service with an American bank. After reading it, you should give brief answers to the 5 questions (No. 56 to No. 60) that follow. The answers (**in no more than 3 words**) should be written after the corresponding numbers on the Answer Sheet.

***It'sMe247* Puts Your Bank Accounts at Your fingertips!**

The employees of the bank make it possible for you to access your bank accounts right from your PC keyboard. If you have a PC and connection to the Internet, you can check your balances, transfer money, and get information on the bank rates when it's convenient for you.

Our flexible *It'sMe247* home banking system makes taking care of your bank transactions faster and easier than ever! Because you have round-the-clock access to your accounts, this service is perfect for today's busy lifestyles.

Remember that as security requirements and the Internet technology change, so will these banking service requirements. If you are having the trouble accessing online banking features, the first step is always to improve your computer software.

If you have never used the *It'sMe247* online banking system or it has been more than 120 days since you last used *It'sMe247*, you must first contact the bank to get it started.

56. What kind of system is *It'sMe247* according to the passage?

It is a flexible _____ system.

57. What do you need to have if you want to use *It'sMe247*?

A computer and access to the _____.

58. What is one of the advantages of *It'sMe247*?

It makes your bank transactions _____.

59. When can you do online banking at home?

At _____ of a day.

60. What should you do if it is the first time that you have used the software?

To have it started by _____.

Part IV Translation — English into Chinese

(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 to 64, you will read three choices of suggested translation marked A), B) and C). You should choose the best translation and mark the corresponding letter on your Answer Sheet with a single line through the center. And for the paragraph numbered 65, write your translation in the corresponding space on the Translation/Composition Sheet.

61. When exporting goods, it is essential to arrange insurance cover in case the goods are lost or damaged