

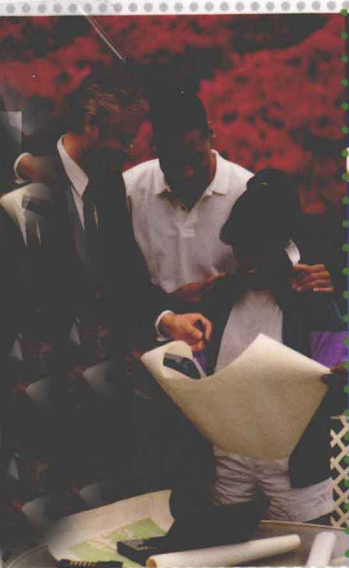
# Career Express Business English

## 职通商务英语

*Listening and Speaking*

## 听说教程 2

◎ 总主编 贺雪娟  
◎ 主 编 唐 菁 李 涵



高等教育出版社  
HIGHER EDUCATION PRESS





Zhitong Shangwu Yingyu Tingshuo Jiaocheng

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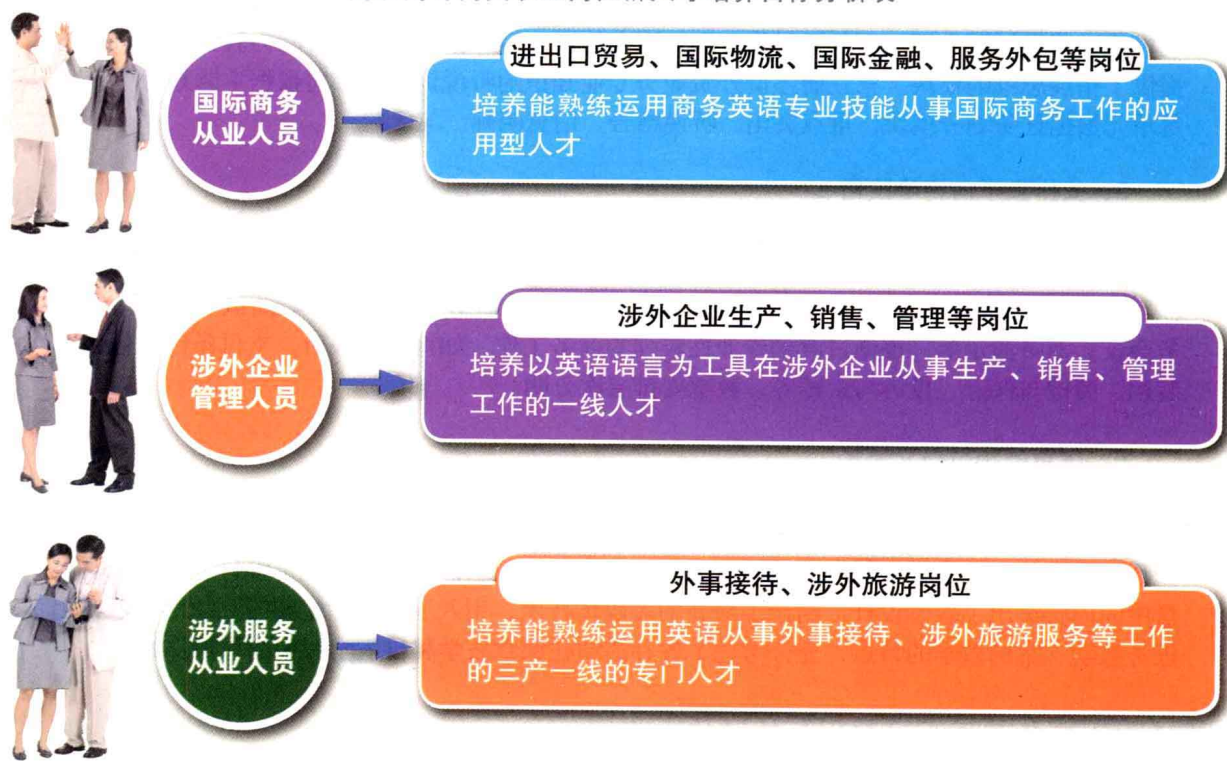
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# 前言

自加入世界贸易组织以来,我国的国际经济贸易地位不断提升,国际商务交往更加频繁。《职通商务英语听说教程》是为高职高专商贸类专业的学生及具有相应英语水平的商务工作者与英语爱好者编写的基础课程教材。本套教材突破了传统的教材编写模式,综合考虑了高职高专商贸类专业学生的实际英语水平以及他们的主要就业岗位对其专业能力的基本要求,力求把英语听说技能的培养和商贸知识的教学结合起来,通过内容丰富、难度适中的商务英语听说材料,循序渐进地使学生在仿真的商务实践活动中提高商务英语的运用能力。

高职高专商贸职业岗位群人才培养目标分析表



《职通商务英语听说教程》通过分析高职高专商贸类专业工作岗位对应聘者英语应用能力的需求,立足于“提高语言技能,拓展商务知识”,从高职高专学生的实际水平出发,从语言的基本单位入手,合理安排了商务材料在三册书中的比例,突出实践环节,重视能力培养。本系列教材在选材及练习设计上始终遵循“学练结合,重在运用”的原则,以课本为主要依托,辅以MP3录音和网络资源等现代化教学手段,为学习者营造了立体化的商务英语听说学习环境。





## 《职通商务英语听说教程》的主要特点

### 1、重视职业岗位技能需求

《职通商务英语听说教程》以商贸类英语专业对应的职业岗位为核心, 根据各岗位的工作任务及能力需求制定了科学合理的单元主题, 并根据各岗位所需的英语语言技能要求设计听说训练方式。通过提供涉外商务活动中的基本对话和较高水平的听说训练, 学生学完本套教材后可以基本胜任商贸类工作的各个岗位。

### 2、突出商务题材模块化

《职通商务英语听说教程》共分三册。第一册、第二册注重通用的商务英语交流技能训练, 这两册采用相同的单元教学模块设计, 主题鲜明, 学习目的明确。各个单元包含分工明确的模块、背景知识介绍、商务场景重现和知识点的罗列等。编者针对部分能力较强的学习者还提供了拓展思维的模块。第三册强调外贸业务专业知识的听说训练, 该册根据主题划分单元, 每单元根据任务划分模块, 重点突出, 听说结合, 信息明确。

### 3、安排教学内容阶段化

《职通商务英语听说教程》的编写充分考虑到学生的实际英语水平。各册的体例设计在保持模块一致性的同时, 内容由浅到深, 由易到难, 由简单的商务场景逐渐向复杂的商务场景延伸。整套教材既有系统性, 又有阶段性, 内容从基本的商务主题, 如求职面试、打电话、商务会议、商务演示等, 逐渐过渡到专业性较强的商务工作, 如询价与报价、支付条件、包装、装运、商检与保险、投诉与索赔等, 教学安排层次分明。

### 4、配备教辅材料立体化

《职通商务英语听说教程》注重课堂活动的目的性及可操作性, 强调听说能力的综合培养。教材中各种活动都有明确的教学目标, 教师用书中还为具体的教学活动提供了详尽的操作步骤和参考信息, 增强了教学活动的可操作性, 为教师组织课堂教学提供了多种选择。配套光盘中的内容突出了教学设计, 结合了最新的多媒体技术, 引入了大量师生间的互动活动, 突出任务教学、案例教学的特点, 充分考虑了各种活动在课堂教学和自主学习中的可操作性。

## 《职通商务英语听说教程》的结构

《职通商务英语听说教程》共分三册, 除主教材外, 还配有《教师参考书》以及MP3录音光盘、电子教案、多媒体学习课件及网络学习资源。

本套教材分为两大阶段使用, 第一阶段(第一册、第二册)突出通用的商务英语交流技能训练, 每册包含10个单元, 采用相同的教学模块设计, 主题鲜明, 学习目的明确。第二阶段(第三册)突出外贸业务工作流程技能训练, 全书分为7章, 并根据章节特色分为20个单元, 每单元根据工作任务的特点分成3个模块, 重点突出。

《职通商务英语听说教程教师参考书》采用与主教材配套的单元结构, 每单元都提出了教学目标, 并提供了参考资料、教学建议、参考答案、听力原文等内容, 针对重点、难点部分还

适当加入了丰富的延伸材料，以方便教师进行课堂教学。

《职通商务英语听说教程》系列教材由长沙民政职业技术学院应用外语系主任贺雪娟教授担任总主编。《职通商务英语听说教程2》的主编为长沙民政职业技术学院的唐菁、李涵，参与编写此书的其他编者包括潘静、游娟、覃蔚、何荣辉、陈懿、杨亮辉、刘玉丹、王治。大连理工大学的孔庆炎教授担任了《职通商务英语》系列教材的总主审。外籍专家Hal·J·Mettes先生以及Caroline·J·Mettes女士也参与了《职通商务英语听说教程2》的审稿工作。

本套教材在内容设计和材料选取上均做了不少新的尝试，编者真诚地希望使用本套教材的学生和教师能对教材的不足之处提出宝贵意见，以便我们今后加以完善。

编 者

2010年8月



## 教程使用说明

《职通商务英语听说教程》第一册、第二册为综合商务英语知识听说实践学习阶段。每册分别为10个单元，每单元包括教学目标 (Outcomes)、主题导入 (Lead-in)、背景知识 (Background Information)、商务场景 (Business Scenes)、语言要点 (Language Points)、拓展训练 (Simulated Class Training)、轻松一刻 (Funny Time) 七个教学环节。

### ❑ 教学目标 (Outcomes)

标明了本单元学习者应获得的英语应用能力和商务知识。

### ❑ 主题导入 (Lead-in)

通过各种形式的听说短句将学习者轻松地引导到主题学习中。

### ❑ 背景知识 (Background Information)

以短文方式展示给学习者与主题相关的商务场景。

### ❑ 商务场景 (Business Scenes)

用对话的方式向学习者展示与主题相关的商务场景，每个对话均承担一定主题的情景演绎功能，帮助学生从仿真的环境中了解具体的商务活动。

### ❑ 语言要点 (Language Points)

根据主题列举重点句型，力求夯实学习者的英语语言基础。

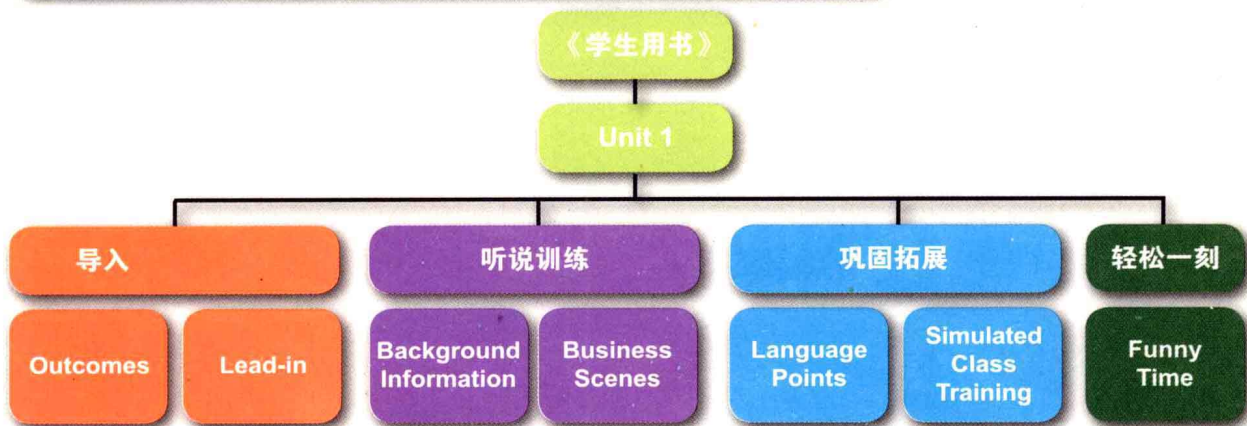
### ❑ 拓展训练 (Simulated Class Training)

设置仿真的商务场景，帮助学习者在训练中熟悉商务活动。

### ❑ 轻松一刻 (Funny Time)

设置课后趣味练习，激发学习者的兴趣，寓教于乐。

### 《职通商务英语听说教程》（学生用书）第一册、第二册结构示意图



《职通商务英语听说教程》第三册强调完成国际贸易流程所需的英语听说技能训练，其编写体例与第一册、第二册有所不同。

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# World Economic Organizations

## Unit outcomes

By the end of this unit, you should be able to:

- ▶ Use the words and expressions for talking about world economic organizations.
- ▶ Engage in a series of oral communication activities concerning world economic organizations.

## Section I Lead-in

### Task 1



**Directions:** In this task, you will be asked to make up a conversation with your partner according to the information given in the cue cards. You have two minutes to prepare.

#### Cue Card A

**Situation:** Mr. Klein, the Manager of a U.S. trade company in China, is being



interviewed by Miss. Chen, a journalist from *China Daily*. The interview is about the company's business relations with its Chinese partners.

You are Mr. Klein. You need to:

- Greet Miss. Chen.
- Tell Miss Chen you've been doing business in China for six years.
- Tell Miss Chen you have no problem with your Chinese partners.
- Express your wish to maintain good business relations with your Chinese partners.

### Cue Card B

**Situation:** Mr. Klein, the Manager of a U.S. trade company in China, is being interviewed by Miss. Chen, a journalist from *China Daily*. The interview is about the company's business relations with its Chinese partners.

You are Miss Chen. You need to:

- Introduce yourself.
- Introduce the topic of this interview.
- Ask Mr. Klein how long he has been doing business in China.
- Ask Mr. Klein whether he has any difficulties doing business in China.

## Task

## 2



**Directions:** Here is a conversation containing useful expressions you've learned. Listen to it twice and fill in the blanks with the missing information.

### Talking About the World Trade Organization (WTO)

W: China has been a member of the WTO for many years. Do you know when China entered the WTO?

M: In 2001. Since China entered the WTO, there have been \_\_\_\_\_ in the major \_\_\_\_\_.

W: Can you tell me more about the \_\_\_\_\_?

M: Well, the WTO agreements are like a Constitution, which proclaims international \_\_\_\_\_ by limiting the sovereignty of the states. The WTO's prime rule is that \_\_\_\_\_.

W: Will WTO members restrict \_\_\_\_\_?

M: Yes. The WTO rules state that if the \_\_\_\_\_ is proved to be true, WTO members can restrict the product from other WTO members.

W: I see, thank you!



## Section II Background Information

### Task 1

#### Part

#### A

Directions: Listen to the passage twice. Try to fill in the blanks with the missing information.

#### Global Recession

The most pervasive and severe \_\_\_\_\_ in nearly 80 years is affecting countries around the world. The International Monetary Fund (IMF) has \_\_\_\_\_ the crisis as the “Great Recession”, indicating how precarious the times are.

A new report by the IMF \_\_\_\_\_ that the world economy will shrink by \_\_\_\_\_ percent this year. Major industrialized economies are expected to see the biggest \_\_\_\_\_, shrinking by almost 4 percent. The IMF \_\_\_\_\_ that the developing economies will continue to grow for the year, but only by about \_\_\_\_\_ percent. The IMF says the world will slowly \_\_\_\_\_ of almost 2 percent next year. But the lending organization warns that strong policies to \_\_\_\_\_ and support the financial system are needed if the world economy is to \_\_\_\_\_.

#### Part

#### B

Directions: Discuss with your partner the following questions and then share your ideas with your classmates.

1. What is the impact the global recession has on the Chinese economy?
2. What do you know about the factors underlying this global economic crisis?



## Task 2

Part

A



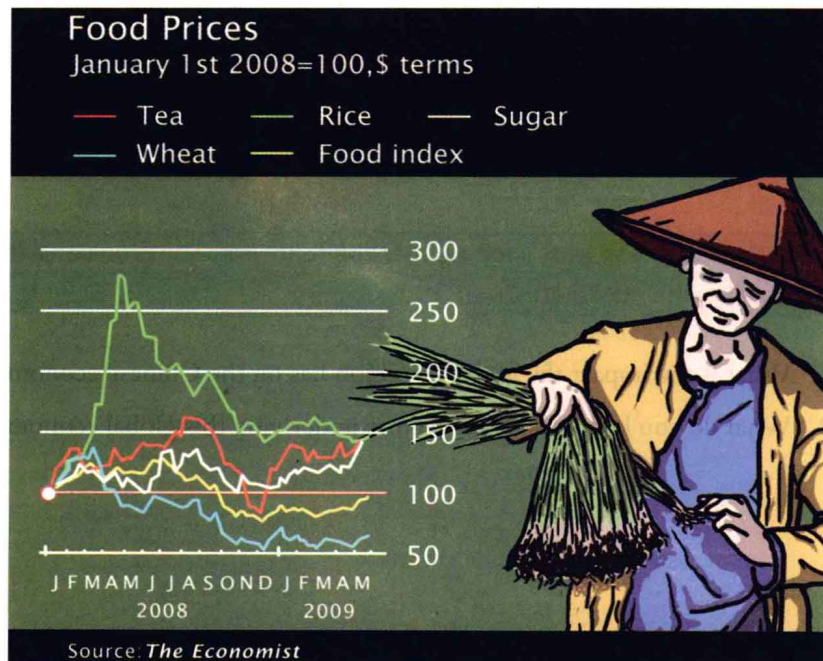
Directions: Look at the table or chart below and try to describe them with the knowledge you've learned.

### 1. World Trade Volume (2008-2010)

Imports	2008	2009	2010
Advanced Economies	1.5%	-3.1%	1.9%
Emerging and Developing Economies	10.4%	-2.2%	5.8%
Sub-Saharan Africa	12.3%	11.4%	-
South Africa	6.4%	4.2%	6.8%
Exports	2008	2009	2010
Advanced Economies	3.1%	-3.7%	2.1%
Emerging and Developing Economies	5.6%	-0.8%	5.4%
Sub-Saharan Africa	2.3%	9.1%	-
South Africa	1.8%	1.6%	4.6%

Source: from International Monetary Fund (IMF)

### 2. World Food Prices (2008-2009)





## Part

## B

Directions: For each table or chart, there is a short passage about it. Listen carefully and decide whether the following statements are true or false. Write "T" for true or "F" for false in the brackets.

## 1. World Trade Volume (2008-2010)

- ( ) 1) Advanced economies suffered the least in 2009.
- ( ) 2) Both the advanced and developing economies will recover to 2008 levels in 2010.
- ( ) 3) South Africa saw a rise in imports and exports in 2009.
- ( ) 4) In 2010, South African export growth is expected to be lower than in 2008.

## 2. World Food Prices (2008-2009)

- ( ) 1) World food prices were higher now than they were at the beginning of 2008.
- ( ) 2) The price of wheat was now nearly a third above its January 2008 level.
- ( ) 3) Rice was much cheaper than it was at the beginning of 2008.
- ( ) 4) The price of sugar had reached the highest point since the beginning of 2008.

## Task

## 3

## Part

## A

Directions: In this part, you will hear two passages. After each passage, there are some recorded questions. Both the passages and questions will be read two times. Listen carefully and then complete the answers to the questions given below.

## Passage 1

assistance /ə'sɪstəns/ <i>n.</i>	帮助, 援助
continued /kən'tɪnju:d/ <i>adj.</i>	继续的
expectancy /ɪk'spektənsɪ/ <i>n.</i>	期望

## Passage 2

border /'bɔ:də/ <i>v.</i>	与...接界
dependency /drɪ'pendənsɪ/ <i>n.</i>	依赖性
stabilizer /'sterblaɪzə/ <i>n.</i>	稳定剂



collectively /kə'lektivli/ <i>adv.</i>	共同地
vision /'viʒn/ <i>n.</i>	远见, 眼光
Asia Pacific Economic Cooperation (APEC)	亚太经济合作组织
in reaction to	以应对
hospitality service	接待服务
at large	普遍

### Passage 1

**1** What is the main goal of the World Bank?

Its main goal is to \_\_\_\_\_ for poor people throughout the world.

**2** According to the passage, how much money in loans did the World Bank provide to developing countries last year?

Last year, it provided more than \_\_\_\_\_ in loans to developing countries to help end \_\_\_\_\_.

**3** Besides providing loans, what programs does the World Bank invest in to reduce poverty?

It invests in the people of a country — especially through \_\_\_\_\_ programs.

**4** How do the experts from the World Bank carry out these programs?

They provide developing countries with \_\_\_\_\_ to carry out the programs.

**5** What great progress has the Bank helped to make in developing nations?

Life expectancy in developing nations has \_\_\_\_\_ and baby and child deaths have \_\_\_\_\_. And more \_\_\_\_\_ now can read than in the past.

### Passage 2

**1** What is the full name of APEC?

\_\_\_\_\_.

**2** What kind of organization is APEC?

It is a \_\_\_\_\_ in which member nations could discuss free trade and \_\_\_\_\_ in the Asia-Pacific region.

**3** How many member economies is APEC composed of?

APEC is composed of \_\_\_\_\_ member economies.

**4** What is the role of APEC in the world economy?

APEC has \_\_\_\_\_ people in total, which accounts for 40 percent of the entire world population. It has a combined GDP of over 1.9 trillion dollars, and its economies make up almost \_\_\_\_\_ of the world's GDP. And APEC countries make up \_\_\_\_\_ of all global trade.



## 5 What are the goals of APEC today?

Today the goals of the organization are to collectively \_\_\_\_\_ among member and non-member countries and \_\_\_\_\_ for the region.

## Part

## B



Directions: Listen to the passages again. Work in pairs and retell one of the passages in your own words. You may use the questions and answers above as guidelines.



## Task

## 4



Directions: In this task, you will hear two news stories. After each news story, there are three recorded questions. Both the news stories and questions will be read two times. Listen carefully and choose the right answers to the following questions.

## News Item 1

endorse /ɪn'dɔːs/ v.	赞同, 批签
European Union	欧盟
public spending	政府开支, 公共费用
credit guarantee	信贷担保
European Commission	欧盟委员会

## News Item 2

quota /'kwəʊtə/ n.	定额, 配额
downturn /'daʊntɜːn/ n.	衰退
weak demand	需求疲软
crude oil	原油
Organization of Petroleum Exporting Countries (OPEC)	石油输出国组织

## News Item 1

- Why did the European Union finance ministers meet in Brussels?
  - To discuss some trade issues.
  - To endorse an economic recovery plan.
  - To sign a loan agreement.
  - To solve some environmental problems.