

英语实训教程 ——商务听力

总主编 盛湘君

本册主编 何少庆

本册副主编 吴 静

A Course of English Practice

Listening
Practice for
Business
English



ZHEJIANG UNIVERSITY PRESS
浙江大学出版社

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编者说明

《英语实训教程》为系列教材，共 5 册，分别是《英语实训教程——商务口语》、《英语实训教程——商务听力》、《英语实训教程——视听说（基础篇）》、《英语实训教程——视听说（进阶篇）》和《英语实训教程——文化与交际》。本系列教程本着实用、可操作为原则，充分利用义乌全球最大的市场资源，作了仿真情景设置，选择难易适中、方便教学的材料，旨在培养英语学习者的商务英语应用能力，从口语、听力、视听说、文化与交际等四个方面训练学习者的听说能力和对文化差异的理解能力。

本册为《英语实训教程——商务听力》，共 16 单元，涉及商务活动相关情景及常用语言，重在培养英语学习者的商务英语听力理解能力。前 8 个单元侧重基础商务听力技能的培养，后 8 个单元注重高级商务活动听力实践。听力材料包括短对话、长对话、对话听写、短文听力理解、短文听写等，且每个单元的第一部分设置了常用句子听写、绕口令 (Tongue Twister) 等 Warm-up 环节。本册注重技能培养，紧贴社会需要，将听力技能和商务交流能力相结合，内容实用，教学方便，可操作性强。本书可作为商务英语听说能力训练用书，适用于高职学生及英语学习者商务英语听力能力的基础培养和提高。

我们希望，用我们的汗水和努力编写出来的《英语实训教程——商务听力》一书会给英语学习者，特别是涉足于商务活动的朋友们

带来收获。

《英语实训教程》总主编为盛湘君。本册主编何少庆，副主编吴静。陈和平、陈晓霞、刘靖、旷燕、成青苗参与了本书的编写，并由美籍教师 Bonnie Steinborn 校稿。本书的录音由美国语言专家 Dr. John Meny 先生和 Tara Vail 女士朗读。

由于时间仓促，编者水平和经验有限，书中难免有谬误或欠妥之处，恳请广大读者和专家不吝批评指正，以期我们将来进一步修改和完善。

编 者

2009 年 5 月

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注：■后的数字为 APPENDIX Tapescripts and Keys (附录：听力原文与答案)的页码

UNIT 1

Self-introduction

自我介绍

1.1 Dictation

Directions: In this part you are required to write down 10 short sentences according to what you hear.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



1.2 Dialogues

Directions: In this part you will hear 8 short dialogues. Please choose the best answer for each of the following questions.

1. A) Advertising Department.
B) After-sales Department.
C) Sales Department.
D) Finance Department.
2. A) China.

B) Japan.



- C) France.
- 3. A) 2nd.
C) 4th.
- 4. A) John Smith.
C) Mr. Clooney.
- 5. A) In the factory.
C) In the airport.
- 6. A) September.
C) November.
- 7. A) At 9:15 a.m.
C) At 9:00 a.m.
- 8. A) Windy.
C) Sunny.
- D) The United States.
- B) 3rd.
D) 5th.
- B) Judy Norton.
D) Miss Julia.
- B) In the office.
D) In the restaurant.
- B) October.
D) August.
- B) At 9:30 a.m.
D) At 9:45 a.m.
- B) Cloudy.
D) Rainy.

1.3 Conversations

Directions: In this part you will hear 4 conversations. Please choose the best answer for each of the following questions.



1.3.1 Conversation 1

- 1. Where does White Smith work?
A) Ever Orient Co., Ltd.
C) DDP Co., Ltd.
B) Rong-Sunhaus Co., Ltd.
D) Laiyi Co., Ltd.
- 2. What are they talking about?
A) The matter of agency.
C) Business trip.
B) Products in last two years.
D) Dinner.
- 3. When will Mr. Wu be back from his business trip?
A) In the afternoon.
C) Tomorrow.
B) This evening.
D) The day after tomorrow.

1.3.2 Conversation 2

- 4. Where does this conversation happen?
A) In the airport.
C) In the restaurant.
B) In the hotel.
D) In the office of the Textile Corporation.
- 5. What will Carol do first according to David's arrangement?



- A) She will visit the factory.
 - B) She will have another meeting with the production manager.
 - C) She will have dinner with the director.
 - D) She will have a meeting with David's boss.
6. What time will David and his boss have a meeting?
- A) At ten o'clock tomorrow morning.
 - B) At ten o'clock tomorrow afternoon.
 - C) At nine o'clock tomorrow morning.
 - D) At nine o'clock tomorrow afternoon.

1.3.3 Conversation 3

7. What does Ms. Anderson send to Mike?
- A) Flowers.
 - B) Catalogues and brochures.
 - C) Roses.
 - D) Nothing.
8. What is NOT true about the catalogue?
- A) It is a little bit outdated.
 - B) Some products in it have been discontinued.
 - C) It is detail-oriented and informative.
 - D) There are the latest products in it.

1.3.4 Conversation 4

9. What is the regular temperature in summer in the man's city?
- A) 37 and 40 degrees centigrade.
 - B) 20 or 25 degrees centigrade.
 - C) 15 or 20 degrees centigrade.
 - D) 25 to 30 degrees centigrade.
10. Which season has a lot of rain in the city according to the man?
- A) Spring.
 - B) Summer.
 - C) Autumn.
 - D) Winter.

1.4 Blank Filling

Directions: In this part you are required to fill in the blanks according to what you hear.

1.4.1 Task 1

Tom: Hi, my name's Tom.

Jenny: Hi, Tom. Nice to meet you. My name is Juanita, but everybody calls me Jenny.



- Tom:** Nice to meet you, Jenny. So, where are you from?
- Jenny:** Well, 1) _____, but we moved to New Zealand when I was about five years old. How about you, Tom?
- Tom:** I was born in New Zealand, and we lived there until I was ten. Then, since my father 2) _____, we moved to the United States.
- Jenny:** Oh really? 3) _____?
- Tom:** Mostly, we lived overseas. We spent a total of ten years in Poland, Holland, England and Japan. Then they were transferred back to the States three years ago. I think my parents would have stayed overseas, maybe another 10 years, if it had not been for my education.
- Jenny:** Wow. It sounds like you've had 4) _____. So, what do you do now?
- Tom:** I'm an international student at Tsinghua University.
- Jenny:** Oh really? What are you studying?
- Tom:** I'm majoring in Chinese. How about you? What do you do?
- Jenny:** Well, I'm working as 5) _____ for Eastman Kodak Company.
- Tom:** Oh, that is a really good company.

1.4.2 Task 2

- Peter:** Hi, Julia, this is Peter.
- Julia:** Oh! Hi, Peter. I haven't heard from you 6) _____, how are you?
- Peter:** Except for the bad weather, everything is going well.
- Julia:** The weather in Kunming is quite comfortable. It feels like 7) _____ in Kunming, so the city is nicknamed "City of Perpetual Spring".
- Peter:** How I wish it would stop snowing here—Harbin! There is snow everywhere. But we enjoy playing in it. Do you know what the weather is like in Hainan?
- Julia:** Of course! It is a very famous tourist city.
- Peter:** When summer comes, it is very hot, people can go swimming in the sea and enjoy 8) _____. Every year thousand of visitors come to visit there.
- Julia:** Yes, I have always wanted to visit that place. Isn't it one of China's largest islands? I love coconuts. Think about it, 9) _____!
- Peter:** Why don't we 10) _____ together there next year? We planned to travel to Hainan when we were together in college two years ago, right?
- Julia:** That's right. When we were in college, it would have been an exciting trip for us.

1.4.3 Task 3

Now I would like to 11) _____ my university to you since I want to give you the most wonderful 12) _____ that Tsinghua University is well-known

both 13) _____. If you want to meet distinguished scholars, please come to Tsinghua. If you want to meet the most industrious students, please come to Tsinghua. If you want to discover the most 14) _____ campus, please come to Tsinghua. I do hope that you will 15) _____ your stay here at Tsinghua University.

1.4.4 Task 4

The scheduling of appointments is very important in Western culture. Most Westerners keep a personal schedule in a 16) _____. Frequently three 17) _____ will be kept: one for daily events, one for weekly planning, and one for long-term planning. Before making an appointment, you must know the 18) _____ full name and title. Besides that, you must learn something about the interviewer's work, interests, areas of responsibility in the organization and 19) _____. All appointments should be double-checked for 20) _____.

1.5 Passages

Directions: In this part you will hear 3 short passages. Please choose the best answer for each of the following questions.



1.5.1 Passage 1

- Greetings in all languages have the _____ purpose.
 - same
 - similar
 - three
 - different
- What is the purpose of the greeting according to this passage?
 - To establish contact with another person.
 - To recognize his or her existence.
 - To show friendliness.
 - All the above.
- When men haven't seen each other for a long time, how will they greet each other according to this passage?
 - By shaking hand.
 - A kiss on the cheek.
 - Hugging.
 - Saying "Hi".

1.5.2 Passage 2

- How many parts does a formal introduction consist of?
 - Two parts.
 - Three parts.
 - Four parts.
 - Five parts.

5. Which order of the following introduction is NOT polite?

- A) Subordinates are first presented to superiors.
- B) Men are first presented to women.
- C) The younger are first presented to the older.
- D) Women are first presented to men.

1.5.3 Passage 3

6. How old is the author?

- A) 21.
- B) 22.
- C) 20.
- D) 23.

7. What is the author's major now?

- A) Law.
- B) English.
- C) Packaging Engineering.
- D) Civil Engineering.

8. What degree is the author studying for now?

- A) Bachelor's.
- B) Master's.
- C) Doctor's.
- D) Post-doctor's.

9. In the author's opinion, what is NOT true of the packaging industry?

- A) Underdeveloped.
- B) Discontinued.
- C) Unstable.
- D) Developed.

10. In which of the following fields will the author work hard?

- A) Patenting.
- B) Trademark.
- C) Copyrighting.
- D) All the above.



UNIT 2

Departure

告 别

2.1 Dictation

Directions: In this part you are required to write down 10 short sentences according to what you hear.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



2.2 Dialogues

Directions: In this part you will hear 8 short dialogues. Please choose the best answer for each of the following questions.

- | | |
|---------------------|-----------------|
| 1. A) Two. | B) Three. |
| C) One. | D) Four. |
| 2. A) A restaurant. | B) A bank. |
| C) A supermarket. | D) A bookstore. |



- | | |
|--------------------|------------------------|
| 3. A) Thursday. | B) Thursday afternoon. |
| C) Friday. | D) Friday afternoon. |
| 4. A) Unhappy. | B) Happy. |
| C) Surprising. | D) Disappointed. |
| 5. A) Suitcase. | B) Handbag. |
| C) Laptop. | D) Mobile. |
| 6. A) Beijing. | B) New York. |
| C) Paris. | D) Shanghai. |
| 7. A) at 9:30 a.m. | B) at 9:45 a.m. |
| C) at 10:15 a.m. | D) at 10:30 a.m. |
| 8. A) Company. | B) Home. |
| C) Office. | D) School. |

2.3 Conversations

Directions: In this part you will hear 4 conversations. Please choose the best answer for each of the following questions.

2.3.1 Conversation 1

- Where did the man plan to go?

A) National library.	B) HSBC bank.
C) Train station.	D) Brook street.
- How was the man first told to get to the national library?

A) Turn right behind those buildings.	B) Turn left behind those buildings.
C) In the middle of the block.	D) Walk straight down the street.
- What is the right way to the national library?

A) Turn left at the second crossing after leaving the train station.
B) Turn right at the second crossing after leaving the train station.
C) Turn left at the second crossing after leaving the bus station.
D) Turn right at the second crossing after leaving the bus station.



2.3.2 Conversation 2

- When will Mrs. King leave?

A) Tomorrow afternoon.	B) Tonight.
C) Tomorrow morning.	D) This morning.