

2020 年 12 月高等学校英语应用能力考试 (A 级)

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: W: Are you catching the 13:15 flight to New York?

M: No. I will 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 with a single line through the center.

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

Now the test will begin.

- | | |
|--------------------------------------|---------------------------------|
| 1. A) A job interview. | B) A business meeting. |
| C) A Chinese product. | D) A tour to China. |
| 2. A) The ID card. | B) The receipt. |
| C) The label. | D) The menu. |
| 3. A) Return to the office. | B) Buy another smartphone. |
| C) Go to the man's home. | D) Cancel their trip. |
| 4. A) Write some invitation letters. | B) Put up a conference poster. |
| C) Work out a meeting schedule. | D) Prepare some documents. |
| 5. A) She stayed with her parents. | B) She volunteered in a museum. |
| C) She made a survey in a school. | D) She went traveling abroad. |

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) Its shipping terms. | B) Its business hours. |
| C) Its delivery fees. | D) Its after-sales service. |
| 7. A) Some fruits. | B) Some flowers. |
| C) Some books. | D) Some documents. |
| 8. A) By making a phone call. | B) By sending a message. |
| C) By downloading an app. | D) By placing an order online. |

Conversation 2

- | | |
|--|---------------------------------------|
| 9. A) Office work. | B) Computer programming. |
| C) Marketing. | D) English teaching. |
| 10. A) The salary and benefits are nice. | B) The company is near his home. |
| C) The company enjoys a good reputation. | D) The employer is kind and friendly. |

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.

ABC Travel Agency organized a 10-day tour for us to many famous places of interest in China in October last year. They arranged for internal travel by (11) _____, booked hotels and various guided activities. But we arranged our own (12) _____ to and from China and extensions to the tour to Hong Kong of China and Singapore. ABC Travel Agency was good value for money when (13) _____ other travel agencies. It was about 40% less than I was quoted by well-known UK travel companies for the same

itinerary. I would have no hesitation recommending it. Its guides were (14) _____ and generally knowledgeable. Most of them spoke good English. Some even went beyond the agreed itinerary and arranged (15) _____ activities for us.

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. In what case do you need to write a leave letter?
When you need to be absent from your work for _____.
17. Why should you write a leave letter as early as possible?
To allow your employer to _____ for your leave.
18. What should you be specific about in your leave letter?
You should be as specific as you can about the _____.
19. What should you be honest about with your boss?
You should be honest about why you _____.
20. What details may you include in your leave letter?
You may suggest how your work should be _____.

Part II Vocabulary & 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. You need to be always open, honest and friendly when _____ with your customers.
A) work B) working C) worked D) to work
22. Our employees are motivated by the fact _____ their work has a positive impact on the life of others.
A) that B) which C) what D) who
23. _____ you are one of the lucky few, finding a new job can be a challenging experience.
A) If B) Since C) When D) Unless
24. _____ behalf of our entire team, I want to thank you for helping us grow and achieve more this year than ever before.
A) On B) For C) With D) Upon
25. They had been scheduled to meet in New York in November, but the meeting was _____ at the last moment.
A) turned out B) called off C) sent for D) put on
26. No sooner _____ its new product than it went bankrupt.
A) will the company launch B) the company would launch
C) the company had launched D) had the company launched
27. Surprisingly, it was the manager _____ called us and apologized for the mistakes.
A) whom B) what C) which D) who
28. If I _____ in your position, I would try to find out the cause of the accident.
A) will be B) were C) am D) have been
29. Self-driving cars have been talked about so much _____ they're barely on the road.
A) now that B) even though C) in case D) so that
30. A study showed that the first candidate _____ had a 20% chance of being hired.
A) interviews B) interviewed C) be interviewed D) interviewing

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. To my (disappoint) _____, I was unable to find a job in the field I like most.
32. I'm sure they'd like to help her out (financial) _____, but they're not in a position to do so.
33. Our biweekly reports (publish) _____ twice a month and are available to view online.
34. The Internet of Things has grown a lot (smart) _____ than it once was, but individual devices still lack real intelligence.

35. After (complete) _____ this course, you should be able to understand why the IoT is so important.

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.*

As a boss, you want to do your best to run your organization effectively. If you do your job well, then your employees will do their jobs well, too.

Here are several common strategies used by good bosses.

1. Realize that management succeeds via the efforts of the workers. It's true you're in charge, but it doesn't mean you deserve all the credit for the work being done. Your staff is responsible for the bulk of the work.

2. Assign responsibility and then trust your people. Once you've trained someone to handle a task, allow him or her to handle it without interference. Different people have different approaches, and someone else's way of doing something may be just as efficient as the way you would do it.

3. Deal with any problems quickly and directly. When you see a problem, deal with it quickly and don't nag (不停地责备) your people about it later.

4. Tell your staff how much you appreciate them—in front of customers if possible. Never hesitate to praise your employees and thank them for their excellent service—if customers are there, let them know how you value your people. The customers will have more faith in the services your business provides.

5. Show your appreciation by doing things for them. They go the extra mile for you when you do something nice for them.

36. The writer believes that the credit for the work being done should go to _____.
- A) the proper management
 - B) the efficiency of the workers
 - C) both the boss and his staff
 - D) the excellent business planning

37. When assigning a certain task to an employee, the boss should _____.
A) tell the employee how to do it
B) ask the employee to do it efficiently
C) have faith in the employee
D) help the employee do it well
38. What should a good boss do when he sees a problem?
A) Discuss it with his staff.
B) Address the problem at once.
C) Ask an expert for advice.
D) Ask an employee to deal with it.
39. To earn customers' trust in your services, you are advised to _____.
A) praise your employees in front of them
B) thank them for doing business with you
C) teach your employees how to serve them
D) treat them as your valued customers
40. The passage is mainly about _____.
A) the importance of customers' trust
B) the expectations of new employees
C) popular approaches of staff training
D) common strategies of good bosses

Task 2

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

There is no better time to get a quote from your local AA Insurance Agent.

Get a great rate with a personal touch.

If you ever need help saving money on car insurance, contact your local AA Insurance office. You'll get the great rates you've come to expect from AA Insurance, all with the personal touch that only your local AA Insurance agent can provide. And they'll help make sure you receive all the discounts and special benefits you deserve.

Ask about insurance for more than just your car.

Your local AA Insurance office can help you find coverage for almost anything you own. We offer coverage for your motorcycle, ATV, boat or RV. We can even help with homeowners and renters insurance through the AA Insurance Agency.

Your local AA Insurance office is part of a tradition.

AA Insurance Company has been around for more than 80 years and is the second-largest personal auto insurance company in the city, insuring over 21 million drivers.

You'll always get AA Insurance's fast, fair claim service.

You can go to their website to report a claim, schedule an appointment, even view your estimate and photos of the damage. And when you take your car to an AA Insurance-approved shop, the claim repairs are guaranteed for as long as you own your vehicle.

Contact your local AA Insurance office for a free quote.

41. According to the passage, your local AA Insurance Agent can help you _____.
 - A) schedule a test drive
 - B) search for a good car dealer
 - C) save money on car insurance
 - D) select a right car within your budget
42. Your local AA Insurance office can _____.
 - A) provide insurance for almost everything you have
 - B) help you to rent a motorcycle, ATV, boat or RV
 - C) offer door-to-door services to senior citizens
 - D) assist you in applying for a big mortgage
43. From the passage, we can learn that AA Insurance Company _____.
 - A) is a state-owned Insurance Agency
 - B) has over 21 million customers in the world
 - C) is the largest auto insurance company in the country
 - D) was established more than 80 years ago
44. How can you schedule an appointment for your claim?
 - A) Visiting AA Insurance Company's website.
 - B) Contacting the car store.
 - C) Paying a fee in advance.
 - D) Going to the car manufacturer.
45. What is the purpose of this passage?
 - A) To introduce the history of AA Insurance Company.
 - B) To describe the operations of AA Insurance Company.
 - C) To advertise the services of AA Insurance Company.
 - D) To recruit new employees for AA Insurance Company.

Task 3

Directions: Read the following passage. 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 3 words*) on the Answer Sheet correspondingly.

Valmont Industries, Inc. is a leading producer and distributor of products and services

for the infrastructure (基础设施) and agricultural markets.

Valmont began in 1946 when the founder, Robert B. Daugherty, combined his \$5,000 savings with a whole-hearted belief that business could and should be done better. From those modest beginnings, the company grew into a global leader of engineered products and services for infrastructure, and water-conserving irrigation (灌溉) equipment and solutions for agriculture.

Four primary business sections comprise Valmont: Engineered Support Structures, Coatings, Irrigation and Utility Support Structures. We manufacture products in over 80 different facilities spread across 6 continents and do business in over 23 different countries.

We have great confidence in our products. We pride ourselves on being people of integrity who are excellent at delivering results. We pursue opportunities for growth by taking products and processes to new markets, developing new products for existing markets, and continually improving across the company to ensure that Valmont solutions are always the global industry leader.

Valmont Industries, Inc.	
Founding time:	1946
Founder:	(46) _____
Belief:	business could and should be done better
Development:	from modest beginnings to a global leader of (47) _____ and services
Business sections:	1) Engineered Support Structures; 2) Coatings; 3) Irrigation; 4) (48) _____
Products:	manufactured in over (49) _____ spread across 6 continents
Business scope:	in over (50) _____

Task 4

Directions: *The following is a list of terms related to poverty reduction and elimination (扶贫脱困). After reading it, you are required to find the items equivalent to those given in Chinese in the table below. Then you should mark the corresponding letters with a line through the center in order of the numbered blanks, 51 through 55, on the Answer Sheet.*

- | | |
|------------------------------------|-----------------------------|
| A — Money income | J — Impoverished population |
| B — Family needs | K — Poverty line |
| C — Economic resources | L — Annual net income |
| D — Proper allocation of resources | M — Poverty relief funds |
| E — State-owned enterprises | N — Income redistribution |
| F — Absolute poverty | O — Shared prosperity |
| G — Relative poverty | P — Job opportunity |
| H — Per capita disposable income | Q — Economic growth |
| I — Human development index | |

Examples: (M) 扶贫资金

(I) 人类发展指数

- | | |
|--------------|-----------|
| 51. () 绝对贫困 | () 贫困线 |
| 52. () 年净收入 | () 经济增长 |
| 53. () 经济资源 | () 收入再分配 |
| 54. () 共同富裕 | () 就业机会 |
| 55. () 货币收入 | () 国有企业 |

Task 5

Directions: Read the following passage. 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.

Your Input Is Invited**Service Change Public Hearings**

AC Transit Company is seeking public feedback on a proposal to replace Line 1 with the new Bus Rapid Transit (BRT) service. Lines 801, 14 and 47 will be shorted.

Complete details on the proposed service changes are available at the website, or in printed format at the company's general office, 1800 Park Street. Information about the proposal can also be obtained by email at plan@123123.com or by calling 881-XXXX.

Community Meeting

Thursday, July 25

6:00 p.m.—8:00 p.m.

BRT Information Center, 680A International Square

Public Hearings

Wednesday, August 7

2:00 p.m.—6:00 p.m.

AC Transit General Office, 1800 Park Street

Wheelchairs are accessible. Spanish and Chinese interpreters will be available at the community meeting and public hearings. Upon requests for the public hearings, the company can supply a sign language interpreter or an interpreter for languages other than those previously mentioned.

How to Comment

Attend a community meeting or public hearings, or submit comments via email, phone, and US Mail no later than the close of the final Public Hearing on August 7.

56. Which bus line is to be replaced?

_____.

57. Where can people get detailed information about the proposed service changes?

At the website, or in printed format at the _____.

58. When will the community meeting be held?

It will be held on _____.

59. What will be arranged at the community meeting for those who only speak Chinese?

_____ will be available.

60. When will the final public hearings be closed?

On _____.

Part IV Translation—English into Chinese (25 minutes)

Direction: 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 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. If for any reason you are not able to meet the deadline for applications, please inform us immediately by email with details concerning your situation.

- A) 无论何种原因, 若你未能在截止日期前提交申请, 请立即发电子邮件将详情告知我们。
- B) 如果由于某种原因你不能满足这个要求, 请立即用电子邮件通知我们, 以便另做安排。
- C) 如果你实在无法出席这次会议, 我们可以在会后用电子邮件把会议的相关情况告诉你。

62. As a human resources manager, you need to listen carefully to the questions and concerns of everyone in your company.
- A) 作为人力资源部经理，你要考虑公司的情况和了解公司里的每一个员工。
B) 作为人力资源部经理，你应认真听取公司员工的意见并且关心每一个人。
C) 作为人力资源部经理，你需要仔细倾听公司里每个人的问题和关心的事。
63. When finding the location for your business, you must consider whether your location is convenient to your customers, employees, and even investors.
- A) 当你为企业寻找场所时，要考虑你的客户、员工对该地点的意见，这很重要。
B) 一旦你确定了自己企业的规模之后，你就应该根据该规模去寻找相应的场所。
C) 在为自己企业选址时，你必须考虑该地点对客户、员工甚至投资者是否便利。
64. Our parking system will be a relief for drivers with poor parking skills or who are struggling to find a parking space.
- A) 我们的停车系统将会为那些停车技术差或竭力找车位的司机提供方便。
B) 我们的智能停车系统能利用大数据解决或者缓解市中心停车难的问题。
C) 我们的停车系统可以利用先进技术来帮助停车技术差的司机找到车位。
65. A letter requesting a change in working hours should have a professional tone. Before sending the letter, it is recommended that the employee research the company's policies regarding shift changes. There are laws and unions that may determine whether an employer can make a simple shift change or not. However, most companies will give careful consideration to an honest request, which is another reason why the letter should have a professional tone.

Part V Writing (25 minutes)

Directions: This part is to test your ability to do practical writing. You are required to write a letter according to the following information given in Chinese. Remember to do the task on the Translation/Composition Sheet.

说明：假设你是某公司市场部经理王小刚，最近访问了英国的一家公司，请根据以下内容写一封感谢信。

内容如下：

- 1) 首先感谢对方公司的热情接待；

- 2) 表示此次访问收获很大（内容自拟，如参观工厂、与客户交流等），所签的合作协议是双赢的；
- 3) 表示本公司还有许多产品适合贵国市场需要，有进一步合作的可能性；
- 4) 最后欢迎对方来访，并再次表示感谢。

Word for Reference:

双赢 win-win

2020 年 12 月高等学校英语应用能力考试 (A 级) 参考答案

题目解析

Part I Listening Comprehension

Section A

1. 【正确答案】D

【详细解析】事实细节题。题目询问男士想了解什么信息。对话中男士打电话至旅行社询问一则关于中国之旅的广告，由此可知 D 选项正确。

【听力关键词】tour to China, inquire

2. 【正确答案】B

【详细解析】事实细节题。题目询问女士需要看什么。男士上周刚买的洗衣机坏了，女士问：“您将收据带来了吗。”可知女士需要看收据，B 选项正确。

【听力关键词】washing machine, receipt

3. 【正确答案】A

【详细解析】推理判断题。题目询问对话中的两人可能会做什么。从对话可知男士将手机落在了办公室，女士安慰道：“别担心，我们回去取。”这里听到的 go back 与选项中 return 意思相同，因此，A 选项正确。

【听力关键词】smartphone, go back

4. 【正确答案】C

【详细解析】推理判断题。题目询问女士可能会做什么。对话中男士询问女士能否制订明天的会议计划，女士给出了肯定答复：“好的，我立刻来做。”可以推断 C 选项正确。

【听力关键词】work out, schedule, meeting, all right

5. 【正确答案】B

【详细解析】推理判断题。题目询问女士寒假过得怎么样。从对话可知，女士整个寒假都在博物馆做志愿者，因此 B 选项正确。

【听力关键词】winter vacation, volunteer, museum

Section B

Conversation 1

6. 【正确答案】B

【详细解析】事实细节题。题目询问男士想知道送货服务的哪些信息。对话中男士说：“I want to know about your business hours during the Spring Festival (我想知道春节期间你们的营业时间)。”根据 know 锁定关键信息 business hours，因此 B 选项正确。

【听力关键词】business hours

7. 【正确答案】C

【详细解析】事实细节题。题目询问男士将给朋友寄送什么物品。对话中男士说：“I'm going to send some books to a friend of mine (我将给一个朋友寄一些书)。”根据 send 锁定关键信息 some books，因此选项 C 正确。

【听力关键词】send, some books

8. 【正确答案】A

【详细解析】事实细节题。题目询问男士应如何获得当日上门服务。在对话最后女士回答：“Just make us a phone call and they'll be delivered on time (给我们打电话，物品将被准时送达)。”因此，选项 A 正确。

【听力关键词】make sb a phone call, deliver

Conversation 2

9. 【正确答案】A

【详细解析】事实细节题。题目询问男士有哪些工作经验。对话为工作面试场景，女士从工作申请表里读到男士有办公室工作经验 (office experience)，并了解到男士能熟练运用办公软件 (office software)。根据 office 锁定正确答案，可知 A 选项正确。

【听力关键词】office experience, office software

10. 【正确答案】C

【详细解析】推理判断题。题目询问男士为什么想在这家公司工作。对话最后女士问：“Why do you want to work with our company (你为什么想来我们公司工作)？”男士回答：“Because your company enjoys a wonderful reputation... (因为贵公司享有盛誉……)”根据 because 锁定关键信息 reputation，由此可知 C 选项正确。

【听力关键词】reputation

Section C

11. 【正确答案】high-speed train

【详细解析】high-speed train 高铁

12. 【正确答案】flights

【详细解析】flights 航班

13. 【正确答案】compared with

【详细解析】compared with 与……相比较

14. 【正确答案】friendly

【详细解析】friendly 友好的

15. 【正确答案】additional

【详细解析】additional 额外的

Section D

16. 【正确答案】several days

【详细解析】本题询问在什么情况下需要写请假信。从原文 “Well, sometimes you may need to be absent from your work for several days.” 可知，空格处应填 several days。be absent from 意为 “缺席……”。

17. 【正确答案】prepare/be prepared

【详细解析】本题询问为什么要尽早写请假信。文中提到: “It is also important to write it as early as possible so that your employer can be prepared for your leave.” 此处根据 “so that (以便)” 锁定信息 allow sb to do sth 意为 “允许某人做某事”，空格处应填动词原形 prepare 或 be prepared。

18. 【正确答案】dates

【详细解析】本题询问请假信中需要详细说明什么内容。从原文 “You should be as specific as you can about the dates (你应尽可能具体说明请假日期).” 可知，空格处应填 dates。specific 意为 “具体的”。

19. 【正确答案】need time off

【详细解析】本题询问你应该诚实告知老板的内容。文中提到: “Another point is you should be honest with your boss about why you need time off.” 由此可知，空格处应填 need time off (需要休假)。

20. 【正确答案】taken care of

【详细解析】本题询问请假信中需要包含哪些细节信息。文章最后一句: “In your letter, you may include details about how you think your work would be taken care of.” 因此，空格处应填 taken care of, take care of 意为 “处理”。

Part II Structure

Section A

21. 【正确答案】B

【详细解析】该题考查的是 when doing sth 的用法。如果 when 从句的主语和主句的主语一致，而且从句的谓语是 “am/is/are/was/were + doing”，可以把从句的主语和 am/is/are/was/were 一起省略，使用 when doing sth 结构。

【译文】与客户合作时，您需要始终坦诚友好。

22. 【正确答案】A

【详细解析】该题考查的是同位语从句的用法。that 引导的同位语从句解释说明 the fact 的内容是什么。

【译文】所做工作能对他人生活产生积极影响，这一事实使我们的员工受到激励。

23. 【正确答案】D

【详细解析】该题考查的是连词的区别。做题时要先读懂两句之间的逻辑关系，结合 lucky few 和 challenging experience，锁定答案 unless，unless=if not，意思

是“除非，如果不……”。

【译文】除非你是少数的幸运儿之一，否则找到新工作可能是具有挑战性的经历。

24.【正确答案】A

【详细解析】该题考查的是固定搭配 on behalf of...，意为“代表……”。

【译文】我谨代表我们整个团队感谢您帮助我们发展壮大并取得比往年更好的成绩。

25.【正确答案】B

【详细解析】该题考查的是短语的意思。turn out 意为“结果是”；send for 意为“派人去请”；call off 意为“取消”；put on 意为“穿上”，根据题意，选 B。

【译文】他们原定于 11 月在纽约见面，但会面在最后一刻被取消了。

26.【正确答案】D

【详细解析】该题考查的是特殊句式中的倒装。no sooner... than 意为“刚……就”，引导时间状语从句，no sooner 放在句首用部分倒装，排除 B 和 C。根据 went 可知，用过去完成时，故选 D。

【译文】该公司刚推出新产品就破产了。

27.【正确答案】D

【详细解析】该题考查的是强调句型“it is... that/who...”的用法。该句强调的是 the manager，所以选 who。

【译文】出人意料的是，是经理给我们打电话并为错误表示歉意。

28.【正确答案】B

【详细解析】该题考查的是虚拟语气，表示与现在的事实相反，用过去式，在虚拟语气中不能用 was，而用 were。

【译文】如果我在您的位置上，我将尝试找出事故原因。

29.【正确答案】B

【详细解析】该题考查的是连词短语词义辨析，now that 意思为“既然”；even though 意思为“尽管”；in case 意思为“万一”；so that 意思为“以便”。根据题意，选 B。

【译文】尽管无人驾驶汽车还没怎么上路，但人们已经津津乐道了。

30.【正确答案】B

【详细解析】该题考查的是分词形式作后置定语，先分析分词与被修饰词之间的关系是主动还是被动，候选人是被面试，所以选 interviewed。

【译文】一项研究表明，被面试的第一位候选人有 20% 的机会被录用。

Section B

31. 【正确答案】disappointment

【详细解析】该题考查的是固定搭配“to + one's + 情感名词”，通常译为“令某人……的是”，如 to one's surprise 令某人惊讶的是，该题考查的是“令某人失望的是”，to one's disappointment。

【译文】令我失望的是，我找不到最喜欢的领域的工作。

32. 【正确答案】financially

【详细解析】该题所给单词是形容词 financial，但是这里需要一个副词来修饰动词短语 help sb out，故填所给单词的副词形式 financially。

【译文】我能肯定，他们想在经济上帮助她，但他们没有能力这样做。

33. 【正确答案】are published

【详细解析】该题考查的是动词时态和语态的用法，报告是被发表，所以是 be published。再根据 are available 确定用一般现在时，所以是 are published。

【译文】我们的双周报告每月发布两次，可以在线查看。

34. 【正确答案】smarter

【详细解析】该题考查的是形容词比较级的用法。由 than 推断出要用比较级，所给单词是 smart，其比较级是 smarter。

【译文】物联网比以前变得更加智能，但是个人设备仍然缺乏真正的智能。

35. 【正确答案】completing

【详细解析】该题考查的是非谓语。after 是介词，后面跟名词或动名词，故填 completing。

【译文】完成本课程后，您应该能够理解为什么物联网如此重要。

Part III Reading Comprehension

Task 1

【阅读指南】这篇是成为一个好老板的建议，原文如下：

作为一个老板，你想尽最大的努力有效地管理你的机构。如果你把工作做好，那么你的员工也会把工作做好。

优秀的老板常用以下几种策略。

1. 认识到只有通过员工的努力，管理才能成功。诚然，你是负责人，但这并不意味着完成工作都是你的功劳。你的工作人员负责大部分工作。

2. 分配责任，然后信任你的员工。一旦你训练了某个员工来处理一项任务，就要允许他或她在不受干扰的情况下处理它。不同的人有不同的方法，别人做某事的方式可能和你的方式一样有效。

3. 快速直接地处理问题。当你发现问题时，迅速处理它，以后不要为此不停地责备员工。

4. 告诉你的员工你有多感激他们——如果可能的话，在顾客面前这样做。请随

时表扬你的员工，感谢他们的卓越服务——如果客户在那里，让他们知道你是如何重视你的员工的。客户将对你们的业务提供的服务更有信心。

5. 通过为员工做事来表达你的感激之情。当你为他们做好事时，他们会为你付出更多的努力。

36.【正确答案】C

【详细解析】推理判断题。该题询问作者认为完成工作的功劳是谁的。根据题目中的关键词“credit”，找到文中第三段这句“It’s true you’re in charge, but it doesn’t mean you deserve all the credit for the work being done.”所以，选项C“老板和员工”符合文义，是正确答案，排除选项A“合适的管理”、选项B“员工的效率”和选项D“杰出的计划”。

37.【正确答案】C

【详细解析】推理判断题。该题询问布置任务后老板该怎么做。根据题目里的“assigning a... task”和“boss”，确定答案在第四段这句“Once you’ve trained someone to handle a task, allow him or her to handle it without interference.”中，意为信任你的员工。一旦你训练了某个员工来完成一项任务，就要允许他或她在不受干扰的情况下完成它。选项C“相信你的员工”文意，是正确答案，排除选项A“告诉他们怎么做”、选项B“让员工有效完成”和选项D“帮助员工很好地完成”。

38.【正确答案】B

【详细解析】事实细节题。该题询问好的老板发现问题时，应该怎么做。首先根据关键词“sees a problem”确定答案在第五段这句“When you see a problem, deal with it quickly...”选项B中的“address the problem at once”与“deal with it quickly”同义，故为正确答案。选项A“和员工讨论”、选项C“寻求专家的意见”和选项D“叫员工去处理”与原文意思不符。

39.【正确答案】A

【详细解析】推理判断题。该题询问如何赢得客户的信任。首先根据关键词“customers’ trust”确定答案的位置，答案在第六段“if customers are there, let them know how you value your people. The customers will have more faith in the services your business provides.”其中，文中的“have faith in”和题目里的“trust”是同义词，都是信任的意思，比照选项，可以得知答案应该是“在客户面前表扬员工”，选项A正确。排除选项B“感激客户”、选项C“教员工如何服务客户”和选项D“将他们当成最有价值的客户”。

40.【正确答案】D

【详细解析】主旨题。该题询问文章的大意。根据文章第二段“Here are several common strategies used by good bosses.”可知，整篇文章是在教老板管理策略，选项D最符合题意。选项A“客户信任的重要性”、选项B“对新员工的期待”和选项C“员工培训的好方法”都是干扰项。

【知识积累】

- 1) deserve all the credit 应该得到所有的赞扬。这里 credit 的意思是“赞扬，赞许”。
- 2) the bulk (of sth) (某物的) 主要部分，大半

Task 2

【阅读指南】 本文是 AA 保险的广告，内容如下：

现在是您从当地的 AA 保险代理那里得到报价的最好时机。

获得针对您的个人情况的优惠费率。

如果您需要帮助节省汽车保险的钱，请与您当地的 AA 保险办公室联系。您将得到您期望从 AA 保险获得的针对您个人情况的优惠费率，只有您当地的 AA 保险代理可以提供。他们还将帮助您确保您应得的所有折扣和特殊福利。

不仅仅为您提供车险。

您当地的 AA 保险公司可以为您拥有的几乎任何东西提供保险。我们为您的摩托车、全地形车、船或房车提供保险。我们甚至可以通过 AA 保险机构为房主和租房者投保。

您当地的 AA 保险公司是传统的组成部分。

AA 保险公司已经成立了 80 多年，是本市第二大个人汽车保险公司，为超过 2,100 万名司机提供保险。

您将永远得到 AA 保险快速、公平的理赔服务。

您可以在他们的网站申请理赔，约好时间，甚至查看您的损失估计和损坏照片。当您把您的车带到 AA 保险公司批准的商店维修时，就能保证在拥有该车辆期间得到理赔维修。

请联系您当地的 AA 保险办公室获取免费报价。

41. 【正确答案】 C

【详细解析】 事实细节题。该题询问 AA 保险公司能提供什么样的服务。根据题目的顺序，在文中第一个黑标题下能找到这句 “If you ever need help saving money on car insurance, contact your local AA Insurance office.” 从而确定，选项 C “节省费用” 是正确的选项。排除选项 A “安排试驾”、选项 B “找到好的汽车零售商” 和选项 D “在预算内选择合适的车”。

42. 【正确答案】 A

【详细解析】 事实细节题。该题还是问该保险公司提供什么样的服务。题目出自第二个黑标题的下这句 “Your local AA Insurance office can help you find coverage for almost anything you own.”，意思是 “您当地的 AA 保险公司可以为您拥有的几乎任何东西提供保险。” 由此可知，选项 A “几乎为所有的东西都提供保险” 是正确答案。选项 B “帮你租到摩托车、全地形车、船或房车” 是干扰项；选项 C “为老年人提供上门服务” 和选项 D “帮助你申请按揭” 在文中没有提到。

43.【正确答案】D

【详细解析】事实细节题。该题询问 AA 保险公司是家什么样的企业。仔细阅读文中这句“AA Insurance Company has been around for more than 80 years and is the second-largest personal auto insurance in the city, insuring over 21 million drivers.”会发现，选项 A “国有保险公司”没有提到；选项 B “有 2,100 万客户”混淆了意思，原文是指客户里有 2,100 万司机；选项 C “这个国家最大的车险公司”，原文提到的是这个城市第二大车险公司；只有选项 D “成立时间超过 80 多年”是正确答案。

44.【正确答案】A

【详细解析】推理判断题。该题询问怎么为理赔约好时间。根据题目的关键词“schedule an appointment”可知，答案在最后一个黑标题下。找到“You can go to their website to report a claim, schedule an appointment...”，对此可知选项 A “登录网站”是正确答案。排除选项 B “和车店联系”、选项 C “提前付费”和选项 D “去汽车制造厂”。

45.【正确答案】C

【详细解析】主旨题。该题询问写这篇文章的目的。选项 C “为保险公司的服务做广告”正确。选项 A “介绍保险公司的历史”、选项 B “介绍保险公司的运营”和选项 D “招聘保险公司员工”都是混淆项。

【知识积累】

- 1) claim *n.* 理赔；索赔
- 2) estimate *n.* 估价；（对大小、数量、成本等的）估计

Task 3

【阅读指南】该题型首先要注意题目要求，答案必须在 3 个单词以内。本篇正文如下：

瓦蒙特（Valmont）工业公司是基础设施和农业市场产品和服务的主要生产商与经销商。

Valmont 始于 1946 年，创始人罗伯特·鲍格蒂（Robert B. Daugherty）拿着 5,000 美元的储蓄，全心全意地相信企业可以而且应该做得更好。随着低调谦逊的开始，该公司成长为基础设施工程产品和服务、农业节水灌溉设备及解决方案的全球领导者。

Valmont 拥有四个主要业务部门：工程支撑结构部门、涂层部门、灌溉部门和公用事业支撑结构部门。我们在遍布 6 大洲的 80 多个工厂中制造产品，并与 23 个不同的国家有贸易往来。

我们对产品很有信心。我们为自己的正直而骄傲，我们在成果方面同样表现出色。我们通过将产品和工艺带到新市场，为现有市场开发新产品来追求成长的机会，并在整个公司不断改进，以确保 Valmont 提供的解决方案始终是全球行业的领导者。

46. 【正确答案】 Robert B. Daugherty

【详细解析】直接填空题。该题询问公司创始人是谁。根据题目空格前面的关键词“Founder”，找到第二段原文“Valmont began in 1946 when the founder, **Robert B. Daugherty...**”确定答案。

47. 【正确答案】 engineered products

【详细解析】转述题。该题询问是公司是哪方面的全球领先者。根据关键词“modest”“global leader”和空格后面的“services”等，比较容易找到第二段原文“From those modest beginnings, the company grew into a global leader of **engineered products** and services for...”对比题目和原文得到答案。

48. 【正确答案】 Utility Support Structures

【详细解析】直接填空题。该题询问公司的四个部门。通过罗列的1)、2)、3)项内容，可找到第三段原句，由“Four primary business sections comprise Valmont: Engineered Support Structures, Coatings, Irrigation and **Utility Support Structures.**”可知答案。

49. 【正确答案】 80 (different) facilities

【详细解析】转述题。该题询问产品在多少个工厂生产。首先根据关键词“6 continents”定位，确定答案在第三段，原文为“We manufacture products in over **80 different facilities** spread across 6 continents...”对照原文确认答案。“different”作为修饰的形容词，可以不加。

50. 【正确答案】 23 (different) countries

【详细解析】转述题。该题询问业务范畴包含多少国家。根据关键词“Business scope（营业范围）”定位，确定答案在第三段，原文为“... do business in over **23 different countries.**”中，对照原文确认答案。同样，“different”作为修饰的形容词，可以不加。

【知识积累】

scope *n.*（题目、组织、活动等的）范围

Task 4

【阅读指南】本题主要用于区别并记忆扶贫脱困方面的词汇与表达。完成本题型时，可将一些表达分为单词来解释，将词组中认识的单词翻译成中文，在对应的中文选项中挑选最符合意思的一组，通过排除法，由易到难，尽可能多地推测词组的含义，减少错误率。

例如：M — Poverty relief funds 由“贫穷”“减轻”“资金”组成，能推断出“扶贫资金”是中文翻译；

I — Human development index 则由“人类”和“发展”组成，“人类发展指数”是正确答案。

【正确答案】

51. F K

52. L Q

53. C N

54. O P

55. A E

【详细解析】

A — Money income	货币收入
B — Family needs	家庭需求
C — Economic resources	经济资源
D — Proper allocation of resources	资源的合理分配
E — State-owned enterprises	国有企业
F — Absolute poverty	绝对贫困
G — Relative poverty	相对贫困
H — Per capita disposable income	人均可支配收入
I — Human development index	人类发展指数
J — Impoverished population	贫困人口
K — Poverty line	贫困线
L — Annual net income	年净收入
M — Poverty relief funds	扶贫资金
N — Income redistribution	收入再分配
O — Shared prosperity	共同富裕
P — Job opportunity	就业机会
Q — Economic growth	经济增长

【知识积累】

- 1) allocation *n.* 分配
- 2) enterprise *n.* 企业, 事业

Task 5

【阅读指南】该题型需注意答案控制在三个单词以内, 还要注意单词首字母大写等问题。题目答案一般可以在文章中直接找到。本篇是邀请大家参与一个公共服务改变的听证会, 正文如下:

AC 交通公司正在征求公众对使用新的快速公交 (BRT) 服务取代 1 号线的建议的反馈意见。第 801、14 和 47 公交线路行程将被缩短。

相关拟议服务变动的详细资料可在网站上查阅, 也可以前往位于公园街 1800 号的公司综合办公室获得印刷资料。建议的相关信息也可以通过电子邮件联系 plan@123123.com 或致电 881-XXXX 获得。

社区会议:

时间: 7 月 25 日, 星期四

下午 6: 00—下午 8: 00

地址: 国际广场 680A, BRT 信息中心

公众听证会:

时间: 8 月 7 日, 星期三

下午 2:00—下午 6:00

地址：公园街 1800 号，AC 交通综合办公室

提供轮椅。社区会议和公开听证会将提供西班牙语和汉语口译。根据公开听证的要求，公司可以提供手语翻译或上述以外语言的口译。

如何评论：

参加社区会议或公开听证会，或通过电子邮件、电话和美国邮政于 8 月 7 日最后公开听证会结束前提交评论。

56.【正确答案】Line 1

【详细解析】转述题。该题询问哪条公交线路将被取代。根据题目关键词“replaced”，找到原句“AC Transit Company is seeking public feedback on a proposal to replace Line 1 with the new Bus Rapid Transit (BRT) service.”。

57.【正确答案】company's general office

【详细解析】直接填空题。该题询问得到变动信息的方法。根据题目空格前的网址，找到原句“Complete details on the proposed service changes are available at the website, or in printed format at the company's general office, ...”。

58.【正确答案】Thursday, July 25

【详细解析】转述题。该题询问社区会议的日期。根据题目找到“Community Meeting”，空格前面是 on，填的应该是具体日期，而不是时间点。

59.【正确答案】Chinese interpreters/Interpreters

【详细解析】转述题。该题询问社区会议中如果有人只会汉语，会有什么安排。根据“Chinese”进行定位，不难找到答案在文章这句“Spanish and Chinese interpreters will be available at the community meeting and public hearings.”，对比原文和题目得出答案。“Chinese”此处是形容词，可加可不加。

60.【正确答案】August 7

【详细解析】直接填空题。该题询问最后的公共听证会的结束时间。根据题目中“final public hearings”找到文章的最后一段，“... no later than the close of the final Public Hearing on August 7.”

【知识积累】

propose v. 提议，建议；打算做某事

Part IV Translation—English into Chinese

61.【正确答案】A

【详细解析】本句是条件从句。If 引导的从句中，for any reason 意为“因为任何原因”，deadline 意为“截止日期，最后期限”，application 意为“申请，申请书”。在主句中，inform us immediately by email 意为“立即通过电子邮件告知我们”，details concerning your situation 中的 concerning 是介词，意为“关于，涉及”，所

以该短语意为“有关你情况的细节”。B 选项中“你不能满足这个要求”在原句中并没有提到“要求”；C 选项中“如果你实在无法出席这次会议”在原句中并没有提到。所以 A 选项为正确答案。

62.【正确答案】C

【详细解析】本句关键在于确定 listen carefully to (认真听) 的宾语是 the questions and concerns of everyone。questions 和 concerns 都是名词复数, questions 意为“问题”, concerns 意为“关心, 担心”。所以 C 选项为正确答案。

63.【正确答案】C

【详细解析】本句 When finding the location for your business 中 location 意为“地址”, B 选项将其翻译成“规模”是错误的。主句中的 consider 意为“考虑”, whether 意为“是否”, convenient 意为“方便的”, customers, employees, investors 分别是“客户”“雇员”“投资者”的意思。所以 C 选项为正确答案。

64.【正确答案】A

【详细解析】本句 parking system 意为“停车系统”, B 选项“智能停车系统”中的“智能”在原文中没有提到。a relief for 意为“减轻, 消除, 缓和”, for 后面的介词宾语是 drivers (司机), with poor parking skills or who are struggling to find a parking space 是后置定语修饰 drivers, poor parking skills 意为“停车技术差”, who are struggling to find a parking space 意为“努力找停车位(的司机)”。C 选项“利用先进技术”在原文中没有提到。所以 A 选项为正确答案。

65.【详细解析】本段落是对雇员写更改工作时间信函的建议。本段落共 4 句话。第一句话的主语是“a letter”, requesting a change in working hours 是后置定语修饰 a letter, requesting 意为“要求”, a change in working hours 意为“改变(更换)工作时间”, 所以第一句话的主语翻译成“要求更换工作时间的信函”, have a professional tone 意为“有专业的语气”; 第二句中 it is recommended that... 引导主语从句, 意为“建议……”, 这个主语从句用虚拟语气, 所以 that 后面主语从句 the employee (should) research the company's policies regarding shift changes 中省略了 should, research the company's policies 意为“研究公司的政策”, regarding 是介词, 意为“关于”, shift 是名词, 意为“班次, 轮班”, 所以 company's policies regarding shift changes 意为“公司关于轮班变更的政策”; 第三句中 laws 意为“法律, 法规”, unions 意为“协会, 联合会, 同盟”, that 在定语从句中作主语, 指代前面的 laws and unions, determine 意为“决定, 确定”, whether 意为“是否”, 所以 whether an employer can make a simple shift change or not 意为“雇主是否可以做出简单的工作班次更换”; 第四句是非限定性定语从句, give careful consideration to an honest request 意为“仔细考虑坦诚的要求”, which 指代的是 most companies will give careful consideration to an honest request 这整句话。

【参考译文】请求更改工作时间的信函语气应该专业。建议雇员在寄信前, 应研究公司有关工作班次更改的政策。有些法律条文和工会组织可确定雇主是否可

以做出简单的工作班次更换。然而，大多数公司都会仔细考虑坦诚的要求，这也是信函语气应该专业的另一个原因。

Part V Writing

详细解析

步骤一 写作解析

本题考查的是感谢信 (Letter of Thanks) 的写作。感谢信首先对对方给予的帮助等表示感谢，然后用简洁的语言描述对方提供的帮助所起到的作用、促成的结果，最后由衷地表示感谢，并希望有机会能够回报。写作中先确定任务，这是一封写给签约合作公司的感谢信，内容为表达感谢，赞美对方的帮助，联络感情，提出进一步合作的申请并询问相关事宜。按照题目要求，本文写作要点为：首句要表明信件为感谢信类型，使用商务标准用语，并表达出对对方给予的帮助的感谢。第二段详细表述对方提供的帮助所带来的成效。第三、四段分别询问对方进一步合作的可能性，并提出欢迎对方来访的诚挚愿望。

步骤二 相关词汇和句型

词语准备：

感谢 thanks (*n.*)/gratitude (*n.*)/appreciation (*n.*) appreciate (*v.*)/obliged (*adj.*)

市场部经理 Marketing Manager

热情接待 warm reception/welcome/hospitality; be greeted with a show of cordiality

收获很大形容事物 → fruitful/productive/beneficial; 形容人 → got/learned/reaped a lot

双赢协议 a win-win agreement/deal

适应 be suitable for; suit sth; adjust to sth/adapt to sth

进一步合作 carry out/have a further/closer cooperation

句型准备：

表达“感谢”

- 1) I am writing to express our sincere appreciation and gratitude for your... 我写信来表达我们对于……真心的感激。
- 2) I am writing to extend our heartfelt thanks for your... 我写信来表达我对于……由衷的感谢。
- 3) We appreciate your doing... 我们感谢您……
- 4) We extremely appreciate... 我们特别感谢……
- 5) I am writing with great gratitude for your... 我写信来特别表达我对您的……的感激。

- 6) Thank you from the bottom of my heart for your... 我从内心深处对您的……表示感谢。
- 7) I am writing on behalf of... to thank you for your... 我代表……写信感谢您……
- 8) Thank you very much for... 十分感谢……
- 9) I am obliged to you for your assistance during... 我很感谢您在……时的帮忙。
- 10) Thanks to your effort, we had our successful... 感谢您的努力, 我们取得……的成功。
- 11) Please accept my sincere thanks for your help, which I will never forget. 请接受我真诚的感谢, 我将永远不会忘记您的帮忙。
- 12) Again, I would like to express my warm thanks to you. 我想再次表达我对您衷心的感谢。

参考范文:

Dear Mr. John Smith,

I'm writing to extend my gratitude for your warm reception when I visited your company in UK.

This visit was very fruitful. I went to your factory and communicated with many clients. We signed a win-win cooperation agreement.

We also have many other products that are suitable for your market in your country. There is a good chance to carry out our further cooperation.

I am looking forward to your visit. Again, I would like to express my thanks to you.

Yours sincerely,

Wang Xiaogang

Marketing Manager

听力原文

Section A

1. W: Youth Travel Agency. What can I do for you?
M: I've read your advertisement about the tour to China. I'm calling to inquire about it.
Q: What does the man want to know?
2. M: I bought this washing machine last week. But it isn't working now.
W: Have you brought the receipt with you?
Q: What does the woman want to see?
3. M: Oh, I have left my smartphone in the office.
W: Don't worry, let's go back for it.
Q: What will the two speakers probably do?

4. M: Mary, would you please work out a schedule for tomorrow's meeting?
W: All right. I will do it right away.
Q: What will the woman probably do?
5. M: How was your winter vacation, Amy?
W: Great. I spent the whole time working as a volunteer in a museum.
Q: What do we know about the woman during the vacation?

Section B

Conversation 1

- W: ABC Delivery Service. What can I do for you?
M: Hello, I want to know about your business hours during the Spring Festival.
W: We have three days off from January 24th to 26th.
M: So your service will be closed these days?
W: Yes. We will start our regular business from 27th.
M: What are your business hours then?
W: From 8 a.m. to 5 p.m.
M: I see. Do you have the same-day door-to-door delivery service?
W: Sure, for the right price.
M: OK. I'm going to send some books to a friend of mine.
W: Just make us a phone call and they'll be delivered on time.
M: Great. Thank you for your information.
W: You are welcome.
- Q 6. What does the man want to know about the delivery service?
Q 7. What is the man going to send to his friend?
Q 8. How can the man get the same-day door-to-door delivery service?

Conversation 2

- W: Good morning, Bill. Please have a seat. My name is Jane Smith, HR manager.
M: Nice to meet you, Ms. Smith.
W: I have your application form here. I see that you have some office experience.
M: Yes, I have three years' experience.
W: Are you familiar with office software.
M: Yes. I'm very organized.
W: Great. Do you have a good telephone manner?
M: Yes. I'm always friendly and polite to customers on the phone.
W: Good. Why do you want to work with our company?
M: Because your company enjoys a wonderful reputation and I want to be part of your team.

Q 9. What work experience does the man have?

Q 10. Why does the man want to work with the company?

Section C

ABC Travel Agency organized a 10-day tour for us to many famous places of interest in China in October last year. They arranged for internal travel by high-speed train, booked hotels and various guided activities. But we arranged our own flights to and from China and extensions to the tour to Hong Kong of China and Singapore. ABC Travel Agency was good value for money when compared with other travel agencies. It was about 40% less than I was quoted by well-known UK travel companies for the same itinerary. I would have no hesitation recommending it. Its guides were friendly and generally knowledgeable. Most of them spoke good English. Some even went beyond the agreed itinerary and arranged additional activities for us.

Section D

Some of you have asked me why we need to write a leave letter. Well, sometimes you may need to be absent from your work for several days. In that case, it is especially important for you to write a leave letter. It is also important to write it as early as possible so that your employer can be prepared for your leave. You should be as specific as you can about the dates. When are you going to be absent from work and for how many days? Another point is you should be honest with your boss about why you need time off. It's a good idea for you to discuss how your work would be taken care of when you are absent. In your letter, you may include details about how you think your work would be taken care of.

Q 16. In what case do you need to write a leave letter?

Q 17. Why should you write a leave letter as early as possible?

Q 18. What should you be specific about in your leave letter?

Q 19. What should you be honest about with your boss?

Q 20. What details may you include in your leave letter?