

0. Exercise: **Part 2 (20x2%)**

1-4			2-7		
A: Did you speak to Alan or his assistant?			B: I have an _____ with Dr. Costa.		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: Yes, he _____	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: I'll tell her you're here.
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: His assistant.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: He _____ it at _____.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: The _____'s _____.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: Because that's enough time.
4-3			4-7		
A: We're running out of paper for the copy machine.			B: My _____ s at one o'clock.		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: How many _____s would you _____?	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: Where did you leave it?
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: I'll get some more this afternoon.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: _____ or _____.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: He's much _____ than I _____.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: That's rather soon.
6-3			6-7		
A: Do you want to eat at the Italian restaurant or the Chinese one?			B: We need to _____ another _____.		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: I haven't _____ any _____.	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: Where should I advertise the position?
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: It's up to you.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: I _____ it _____ed _____.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: It _____s _____.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: He works in human resources.

7-7			8-3		
A: Do you like the orange or the purple scheme better for our window display?			B: Let's look at the _____ from Jackson Construction.		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: Yes, It's _____ outside.	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: Can we work on it tomorrow?
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: I prefer the purple one.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: No, I _____n't _____ it.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: It's _____ tomorrow.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: They're at Fourth and Main Street.
9-3			10-5		
A: Do you usually go to the gym before or after work?			B: I just _____ed _____ing on a short-_____.		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: It _____s on how _____ I am.	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: When will you finish it?
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: Yes, it was.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: Yes, it _____s a _____ meeting.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: I'm not _____.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: I don't really know.
12-4			12-5		
A: Our architecture firm was featured in a newspaper article.			B: _____ you say you _____ed to _____ two books or _____?		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: Maybe _____ time.	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: I didn't know they were free.
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: I can't wait to read it.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: _____, I need _____.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: The _____ next _____.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: He didn't have a receipt.

13-3			17-2		
A: I don't think I'm going to be able to finish restocking the shelves tonight.			B: The _____ said he'd _____ the oil for ____ extra charge.		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: No, it __n't ____ too ____.	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: A different credit card.
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: There's some on the top.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: I'll _____ them.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: Just _____ it _____ morning, then.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: That's good news.
18-3			18-4		
A: Please bring your receipt If you want to return an item.			B: Will we start __ing the _____ next month, or will it be _____?		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: Okay, I'll have to _____ it.	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: The software license agreement.
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: A return ticket, please.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: It's two _____ and fifty _____s.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: _____ at the _____.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: We might be able to start in two weeks.
18-5			19-3		
A: The Daily Gaze is the best Web site to advertise on.			B: Let's _____ this _____ next week.		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: _____ly _____ news.	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: Where do you keep them?
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: Yes, it's very popular.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: OK, I'll _____ my _____s.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: I _____n't had a _____ yet.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: A product demonstration.

20-2			20-4		
A: We've been assigned to come up with a new company logo.			B: Should I _____ the ____s in this floor or have the whole thing _____ed?		
Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: They're still at the _____'s.	Ⓐ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: Let me see how damaged it is.
Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: He came in on Thursday.	Ⓑ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: I'll get a _____.
Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	B: Great – I have a few _____s.	Ⓒ	<input type="checkbox"/> Similar sound/Sam word <input type="checkbox"/> Incorrect	A: An alternate location.

Part 5 (7x4%)

文法題 8_4 Had negotiations not broken down at the last minute, Laureano, Inc., ----- with its main competitor, Trevino-Martin. Ⓐ has merged Ⓑ would have merged Ⓒ had merged Ⓓ will have merged	文法題 15_5 Deschler Concrete produces a highly durable material known for being both lightweight ----- weather resistant. Ⓐ very Ⓑ ever Ⓒ and Ⓓ like
文法題 16_2 Eun Sung Han, president of Westhaven Glassworks, is considering ----- to renew the contract with Pineford Trucking. Ⓐ whether Ⓑ if Ⓒ what Ⓓ so	文法題 16_3 ----- patrons had to find on-street parking before, they can now leave their vehicles in the parking area adjacent to the theater. Ⓐ Until Ⓑ Unless Ⓒ Whereas Ⓓ Whenever

<p>文法題</p> <p>16_5 Please send all resumes to the Salminen Company by e-mail unless a human resources representative has requested -----.</p> <p>Ⓐ already Ⓑ otherwise Ⓒ nonetheless Ⓓ furthermore</p>	<p>文法題</p> <p>17_4 Ms. Noguchi's flight was delayed, ----- she still arrived in time to attend the board meeting.</p> <p>Ⓐ if Ⓑ both Ⓒ once Ⓓ but</p>
<p>文法題</p> <p>19_4 The Dulaman Company representative indicated that they will have a contract ----- Ms. Hong to sign early next week.</p> <p>Ⓐ except Ⓑ along Ⓒ during Ⓓ for</p>	<p>Part 6 (8x4%)</p> <p>Questions 6-9 refer to the following information</p> <p>The Mirenwood Renovation Loan Program is designed to help fund repairs and renovations to commercial buildings in the city of Mirenwood. Owners of commercial properties are eligible to apply for this ---6---.</p>
<p>Please note that applications will not be considered ---7--- all requested information is provided. By signing the attached forms, you give your consent to the Mirenwood Investment Fund Committee to use the information in the process of evaluating your proposal. All information received will be kept confidential. ---8---. The data ---9--- purely for statistical and evaluation.</p>	
<p>6. Ⓐ course Ⓑ position Ⓒ certificate Ⓓ assistance</p>	<p>8. Ⓐ None of it will be disclosed to third parties. Ⓑ The committee meets monthly to review applications. Ⓒ In fact, the results are expected much earlier. Ⓓ At the very least, please inform us of any changes.</p>
<p>7. Ⓐ when Ⓑ unless Ⓒ because Ⓓ although</p>	<p>9. Ⓐ uses Ⓑ was used Ⓒ will be used Ⓓ had been used</p>

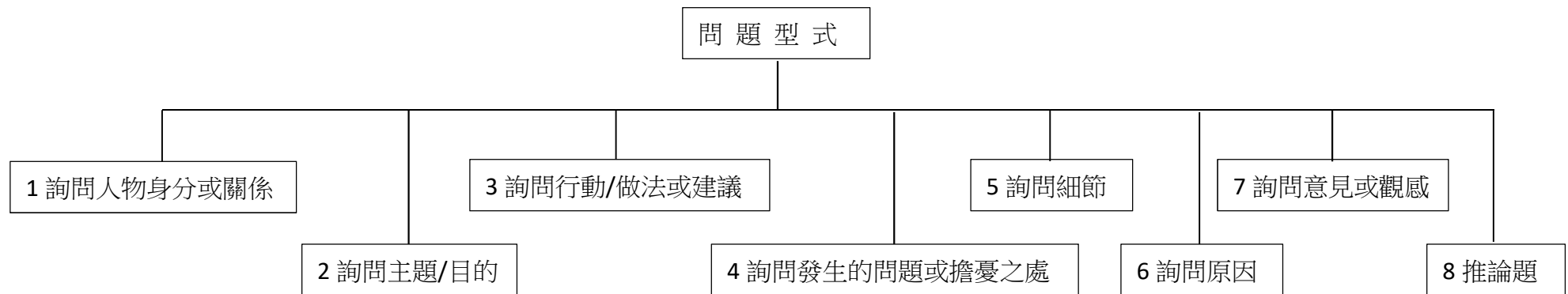
Questions 6-9 refer to the following book review	
<p>Harry Grant's Good Balance is essential reading for entrepreneurs concerned with creating the best company image. Grant ---6--- the careful balance between making promises to the customer and the ability to keep them. A company that fails to attract customers is doomed to lose to the competition. ---7---, a company that promises too much is certain to disappoint the customer when it is time to deliver. The challenge is ---8--- both mistakes. How can companies attract new customers and keep them happy over time? ---9---. Filled with examples and detailed analysis, Good Balance is a hands-on guide for companies seeking to keep attracting new customers by exceeding their expectations.</p>	
<p>6. Ⓐ ignores Ⓑ disputes Ⓒ examines Ⓓ complicates</p>	<p>8. Ⓐ to avoid Ⓑ avoidable Ⓒ the avoidance Ⓓ having avoided</p>
<p>7. Ⓐ As a rule Ⓑ Even now Ⓒ For example Ⓓ On the other hand</p>	<p>9. Ⓐ Grant plans to write another book. Ⓑ The book sold out in only one week. Ⓒ Grant's suggestions may surprise you. Ⓓ Starting a business can be challenging.</p>

1. Vocabulary Review:

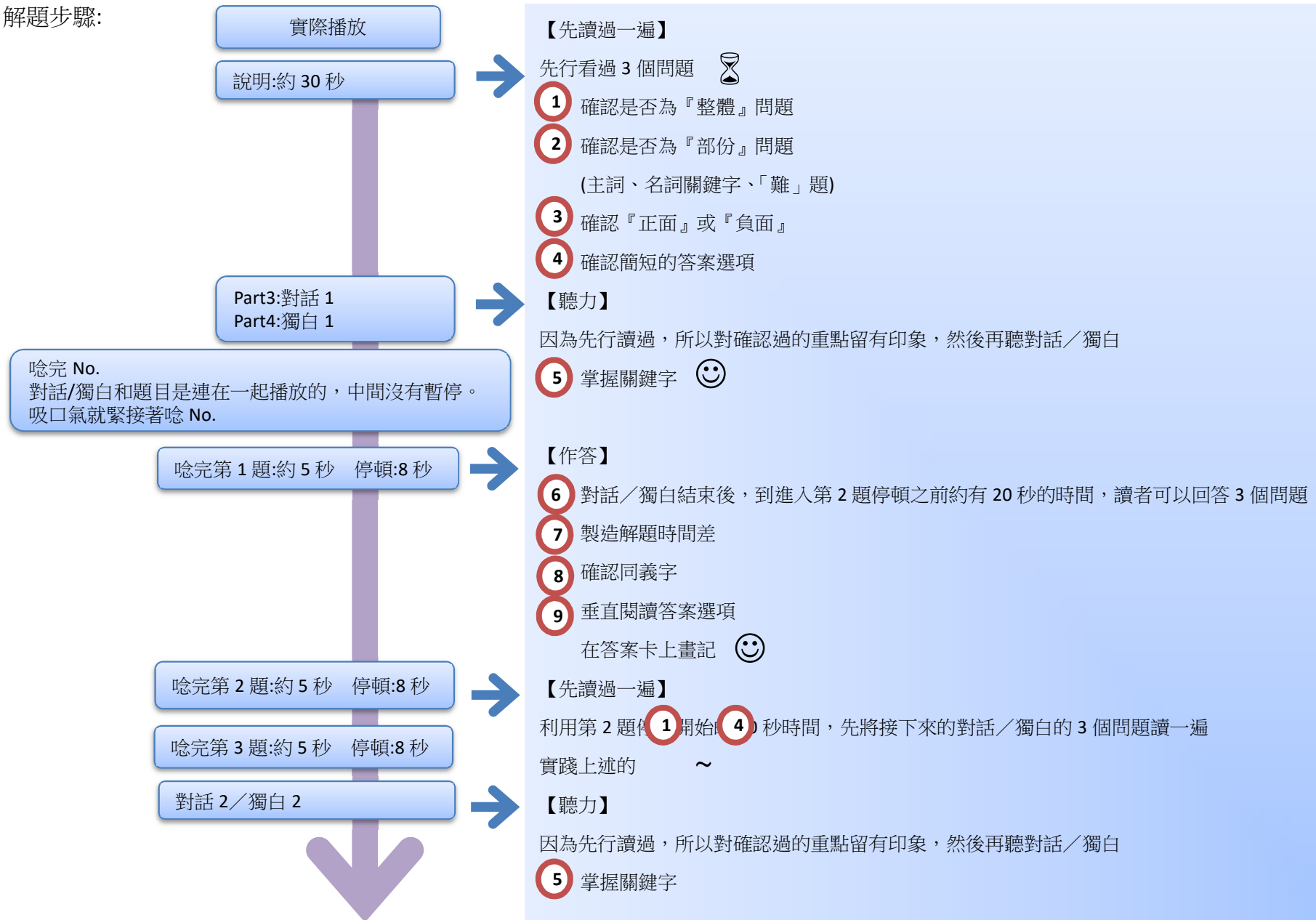
(1)_____	(2)_____	(3)_____	(4)_____	(5)_____	(6)_____	(7)_____	(8)_____	(9)_____	(10)_____
(11)_____	(12)_____	(13)_____	(14)_____	(15)_____	(16)_____	(17)_____	(18)_____	(19)_____	(20)_____

(a) matter	(b) minutes	(c) negotiate	(d) ongoing	(e) organize	(f) pass out	(g) policy	(h) postpone
(i) presentation	(j) recess	(k) reschedule	(l) schedule	(m) session	(n) share	(o) short notice	(p) state
(q) take notes	(r) train	(s) unanimously	(t) vote				

2. Part 3, 4 (Short conversations and Short talks)



解題步驟:



題型 1 詢問人物身分或關係

常見問題:

• Who is (sb.) ?	• What is the man's/woman's job/occupation?
• What line of work is the man/woman in?	• What type of job/business does the man/woman have?
• What is the man and woman's relationship?	• What is the relationship between the speakers?
• What do the speakers have in common?	

解題技巧:

常會詢問人物的身分, 職業及工作性質等, 或對話兩人之間的關係。這類題型可從對話中的關鍵字詞來掌握可能的訊息, 如: 若問對方訂位時間或人數, 則可推斷他是在餐廳工作。

Page 69: 1[]2[]3[]4[]5[]6[]7[]8[]9[]10[]

① 在飯店:

Check1: 打給飯店櫃台的電話, 請聯想到「麻煩」!

和櫃台之間的對話通常有一定模式, 即(1)(住房旅客)描述遭遇到的麻煩,(2)(櫃台)提出解決方案,(3)(住宿者的)回答。

Check2: 記住「麻煩」->「解決方法」的流程

不僅是和櫃台有關的對話, 只要是 TOEIC, 通常會在麻煩的最後出現解決方法。

Check3: 看清楚答案選項裡是「同義字」或是「陷阱」!

對話裡出現過的句子, 可以在答案選項裡找出同義字。不過另一方面, 對話裡出現的語句, 在答案選項中也有變成陷阱的狀況。

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②辦公室對話:

Check1: 從對話的起始推測「工作內容」!

典型的辦公室對話模式, 就是對於「正在做什麼」的問題在對話中以回答加以說明。從雙方的應答裡可以詳細知道職務, 地位, 工作內容等。

Check2: 對於「不安」的應對!

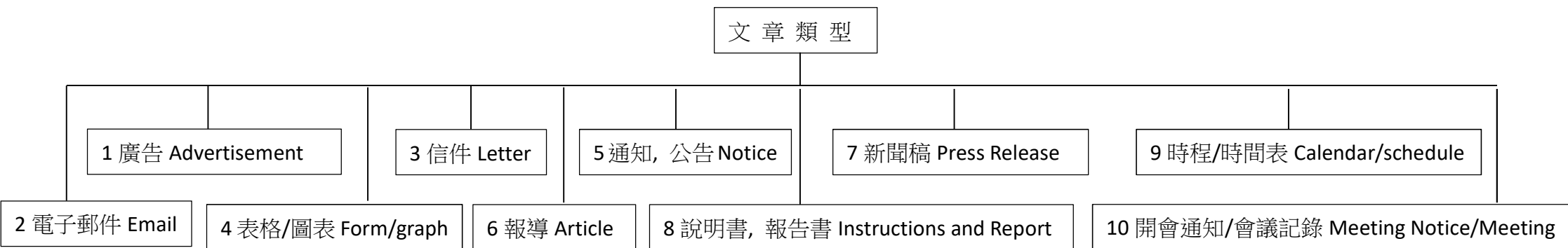
只要對話裡出現不安或煩惱的地方, 就特別容易被拿來當作問題。就算沒能聽清楚對話全文, 不過只要抓到「不安=負面」的印象, 聽力方面就可以很輕鬆作答。

Check3: 也請注意「處置方法」!

Part 3 的對話裡, 很常出現(1)「表明不安」->(2)「處置方法」的模式, 這和「出現麻煩」->「處置方法」一樣。必須記住, 只要對話裡出現「不安」或「麻煩」, 最後一定會以處置法結尾。

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3. Part 7 (Reading comprehension)



- 快速掃描文章主體並尋找答案線索

(A) 轉折詞

包含 but/yet/however/although/though/despite/nonetheless/nevertheless 等，轉折詞意味著語氣，內容，立場等的轉變，因此轉折詞後面的內容往往會是重點。

<p>February 5</p> <p>Dear Aunt Pat,</p> <p>We didn't have much time to spend with one another at my wedding last month, as everything was so crazy that day; however, the wedding was perfect, and it wouldn't have been so without your help. My mom died when I was five, but you have been there for me every step of the way; you are like a second mother to me. I just wanted to thank you for all your help. And on the day of my wedding, having you there made me feel as if my mom were with me, too.</p> <p>Arthur and I would also like to thank you for the frequent flier miles you gave us. Although we postponed our honeymoon due to Arthur's work schedule, we've got our trip to Hawaii set for this March. Won't that be great! We'll think of you as we're lying on the beach, soaking up the rays. I'll call you soon to see how you're doing.</p> <p>Love,</p> <p>Rachel</p>	<ol style="list-style-type: none"> []How does Rachel feel about the wedding? (A) It was disappointing. (B) It was perfect. []What is Rachel grateful to her aunt about? (A) Aunt Pat was like a second mother to Rachel. (B) Aunt Pat found Arthur for Rachel. []What happened to the honeymoon? (A) It was cancelled. (B) It was postponed.
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(B) 比較詞

比較級的字眼可以是比較兩件或多件程度相同或不同的事物。舉例而言，文章可能提到一間公司過去與現在運作上的差異，並以此作為某題目出題的根據。因此遇到比較句，也請留意一下。

<p>Hi Seth,</p> <p>I'm so happy that you are coming to visit! The trip to Perth is so long that it's like we live on two different continents, even though it's the same country. Don't you agree? And, yes, to answer your question in your last e-mail, Perth is the most isolated city on the planet, but I really like it here. After all, I've opened a successful practice, and my entire family lives here. I can't ask for a better place.</p> <p>It's hard to believe that the last time we saw each other was when we were colleagues in Singapore. We sure did have a great time there, didn't we? It was a bit too sterile and uptight for my taste, though. I prefer the easygoing attitudes of the people you find here in Australia.</p> <p>I can't believe you didn't choose to fly. The train takes so much longer, but it is a nice journey with interesting scenery, especially for a Frenchman such as you. I guess you'll feel more relaxed. Since it's a 48-hour trip by train, I guess that'll put you here on Saturday. It's a good thing you didn't get a round-trip ticket, and that'll give you plenty of time to check out the job situation here. I'm sure that you'll fall in love with this place, like I did two years ago.</p> <p>So, I guess we'll see each other on Saturday. I'll be at the station around 6 a.m. when your train arrives to pick you up.</p> <p>Cheers,</p> <p>Frank</p>	<p>1. []What does Frank think about Perth? (A) It is crowded. (B) It is isolated</p> <p>2. []Which country does Frank prefer? (A) Australia (B) Singapore</p> <p>3. []How does Frank think Seth will feel on the train? (A) Relaxed (B) Bored</p>
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(C) 強烈字

強烈字用來修飾另一字或句，用來強化該字句的程度，如 **all/so/very/really/absolutely/considerably/many/much** 等。試想：一個句子少了強烈字，在文法上仍成立，但為何寫作的人選擇加上它們？無非就像用螢光筆畫重點一樣，因此遇到強烈字，也需稍加留意其附近的內容。

<p>MIAMI, FLORIDA – A study released last Wednesday determined that in 2013 the percentage of working-age Americans with moderate to middle incomes who didn't have health insurance, rose to just over 40%. This is a dramatic increase from the 28 percent in 2011, a study released on Wednesday found.</p> <p>Even worse, half of these uninsured adults said they were having problems paying their medical bills. Some had even gone into debt to cover their expenses, according to this report. Ultimately, these people will give up recommended health checkups, causing many more problems for them later in life.</p>	<p>1. []How did the percentage of people without insurance increase from 2011 to 2013?</p> <p>(A) Moderately (B) Dramatically</p> <p>2. []What may happen to those who give up health checkups?</p> <p>(A) More trouble (B) Nothing</p>
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(D) 負面字

英文字有分正面(如 **hope, beautiful, happily** 等)，負面(如 **trouble, danger, scary, awfully** 等)，及中性字(如 **atmosphere, serious** 等)。其中中性字視前後文可以轉成正面或負面字(如 **serious** 當「認真」是正面，當「嚴肅」則較負面)。此外，遇到 **not/never/hardly** 等負面字也要注意。在考試中，負面字由於給人的印象較深刻，因此相對而言較容易成為出題依據，故亦要留意。

<p>Chief executive officers are at the center of a huge problem in corporate America. Many of these CEOs have been charged with criminal and unethical behavior. Psychologists wonder if many of these troublesome CEOs behave in the same way.</p> <p>John Watson, a psychiatrist and corporate consultant, and Paul Logan, a corporate psychologist, examined the histories of twenty-three CEOs who were forced out of publicly traded companies. Watson and Logan found that troubled executives tend to show poor communication skills and indecision.</p>	<p>1. []How can we describe the behavior of the CEOs mentioned in the article?</p> <p>(A) Criminal and unethical (B) Generous and ethical</p> <p>2. []What do the troubled CEOs have in common?</p> <p>(A) Bad communication skills (B) Inability to make decisions (C) Both A and B (D) None of the above</p>
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- 特殊標點符號

如”引號”, (括號), 粗體字, 斜體字等, 作用如同螢光筆, 是可能出題處, 閱讀時請注意一下。

- 大寫字

包含人名, 公司名, 地名等, 是閱讀中必掌握的部分。一旦題目中有問到大寫字的資訊, 若你能快速在文章裡找到該字, 則答案就在附近。因此, 平時訓練快速找到大寫字的能力, 將幫助你在考試中省下許多時間。

- 條列式

條列式是多益閱讀必考的地方。搭配條列式的題目多為「除外題」, 詢問你「何者為非」, 因此只要你看到文章中提及如: A, B, and C 的模式時, 在心中做個記號, 有可能是出題處。

- 數字

數字的呈現方式包羅萬象, 如: 日期, 時間, 數量, 金額等。數字和大寫字一樣, 長得和文章中其他字不同, 因此較容易引人注意, 也是出題者出題的好依據。一旦題目中有問到數字, 請快速在文章裡找到它, 則答案就在附近, 也將幫助你在考試中省下許多時間。

P.S. 針對各題組果斷收尾

再次強調, 應考時務必掌握作答時間, 每題平均約 **1 分鐘**(即一篇文章若有 **3 題**的話, 該題組共可花 **3 分鐘**作答)。切勿花太多時間陷在無法迅速解答的難題, 導致後來驚覺時間不夠而無法完成較易得分題目。若有未能完成作答的題目, 利用最後 **1 分鐘**大致猜測可能的答案後, 將答案卡填滿。

解題步驟:

步驟 1：讀文章一開頭所寫的



“Question 165-168 refers to the following …… ”。

步驟 2：讀粗黑標題/表格標題



若為商用信件及電郵則先確認收件人，寄件人分別為誰，以及寫這封信的目的。

步驟 3：瀏覽所有題目

步驟 4：作答順序

a. 肯定細節題
(Positive Factual Questions)



- ① (通常有關鍵定位字看題目或選項裡是否有關鍵字細節題 (Ex. Mr. Robert, 9:45AM…))
- ② 仔細比對及閱讀原文/題目的選項。選出正確答案
- ③ 注意原文/選項用字的不同

b. 同義字題(Synonyms Question)



有時一個單字可有多種意思，因此需要根據該字的前後文理解其意思，
然後再從選項中找出與該意思相近的字掌握關鍵字

c. 主旨題(Main Idea Questions)/
推斷題(Inference Questions)



- ① 因為文章大意或主旨往往從整篇內容多處可找出答案，可最後作答
- ② 題目中會出現 implied, inferred, suggested, most likely 等字眼。
- ③ 屬難度較高的題型，因為答案可能不會直接在文章中顯示，
而是要應考者根據內文資訊，以合理邏輯的方式去判斷或推敲。

d. 否定細節題
(Negative Factual Questions)



- ① 要把各選項所敘述的事物全找出來，然後一一對照並排除錯誤的選項
- ② 選項與文章內容往往會用不同的字詞表達相同的意思
- ③ 此題型亦常搭配文章中有條列的敘述，
只要比對哪一項沒有在敘述中被提及，即可以找出正確答案

e. 整合題



整合題型難度較高，出現於雙篇文章中，需要結合兩篇內容才能回答。
雖為必考題型，但所幸占少數(雙篇文章題組中八成左右的題目僅
須分別從單篇內容中即可找出答案)。

『替換表達』(paraphrase):

<p>(A) 改以相同意義的表現方式: 即使用具有類似意義的特定字彙、句子或片語。</p> <p>I have to postpone the meeting scheduled for Tuesday. 我必須將週二所排定的會議延期。</p> <p>= I want to reschedule the meeting . 我想要重新排定會議。</p> <p>→把延期會議 postpone the meeting 改寫為重新排定會議 reschedule the meeting 的替換表現方式。</p>	<p>(B) 一般化: 使用涵蓋度更大的字彙或句子, 加以改寫。</p> <p>The registration fee includes a hotel room for two nights. 報名費包含兩晚的旅館住宿費。</p> <p>= Accommodations are included in the registration fee. 住宿費包含在報名費裡。</p> <p>→使用涵蓋度更大的 accommodations(住宿)來代表 a hotel room (一間旅館房間)</p>
<p>(C) 概要(摘要): 將一個以上的子句或句子, 摘要為一個句子</p> <p>I ordered men's shirts and sunglasses, but only men's shirts were delivered. 我訂購了男用襯衫和太陽眼鏡, 但是只送來了男用襯衫。</p> <p>= Sunglasses were not included in the shipment. 此次運送不包含太陽眼鏡。</p> <p>→以簡單摘要為『此次運送不包含太陽眼鏡』</p>	<p>(D) 類推: 從一個以上的子句或句子, 類推出新的事實</p> <p>The winning of their team was a surprise event to many Bricktown residents. 布里克敦隊獲勝出乎當地居民的意料。</p> <p>= The Bricktown residents didn't expect to win the game. 布里克敦的居民沒料到會贏得比賽勝利。</p> <p>→從『布里克敦隊的獲勝出乎當地居民的意料』句子中, 可以類推出勝利是預料之外的事實。</p>

<p>01 The meeting was held as scheduled. = The meeting _____ as arranged. Ⓐ took place Ⓑ took action</p>	<p>02 The hotel's security system is inspected once a year. = _____ security checks are performed at the hotel. Ⓐ Additional Ⓑ Annual</p>
<p>03 People winning the contest can get a new car. = The _____ for the winner of the competition is a new car. Ⓐ winner Ⓑ prize</p>	<p>04 The purpose of this message is to notify you that we have received the delivery. = The point of this note is to _____ receipt of the shipment. Ⓐ acknowledge Ⓑ attempt</p>
<p>05 It is illegal to transport more than four people in the taxi. Ⓐ The taxi is big enough for more than four people. Ⓑ The maximum capacity of a taxi is four people.</p>	<p>06. While the roads are under repair, detours will provide access to certain districts. Ⓐ Once the roadwork has been completed, access will be given to some vehicles. Ⓑ Some areas may be reached by other roads until the repairs are completed.</p>
<p>07. Please bring the completed forms to the bank when you apply for a loan. Ⓐ You must present the filled-in application at the bank when requesting a loan. Ⓑ A paper will be sent to applicants once a loan has been approved.</p>	<p>08. This seminar is designed to teach students interviewing skills. Ⓐ The seminar is focused on public speaking. Ⓑ The seminar is intended to improve the communication abilities of students.</p>

題型 1 廣告 Advertisement:

Check1:用「文案標題」掌握廣告內容

「文案標題」的特徵，就是寫得比內文文字來得大，並用簡短的廣告詞吸引人的注意。廣告，是對眾多人宣傳商品或服務的一種媒體，用的都是非常易懂且生活化的話語。廣告，是對眾人宣傳商品或服務的一種媒體，用的都是非常易懂且生活化的話語。

廣告文案的最終目的，是要吸引許多人閱讀，以引發其購買的慾望。至於公共廣告，目的則在使人遵守規則或法令。因此，廣告文案必須用簡短的文句來表達，讓人一看就懂得廣告的內容。

Check 2: 內文是在說明「文案標題」

內文的部分，就是具體說明標題的內容。看標語與內文最初幾行，理解了廣告的主旨之後，就可以立刻看題目的部分。

與廣告有關的考題，通常考的是商品的特徵或服務的內容。或是優惠的資訊，大多考的是與折扣有關的費用，活動的日期，場地等。此外，物品銷售之外的廣告，例如徵人廣告，公共廣告等，則容易考與規則或條件有關的考題。

Check 3: 務必注意「數字」的部分

細節型題目，很喜歡考與「數字」相關的問題。例如，關於優惠的廣告，價錢便宜多少，期間持續多久等，都與「數字」有關係。廣告的考題，只需要注意跟解答相關的數字，不需閱讀其他不相干的部分，這是節省考試時間的訣竅之一。

Check 4: 補充資訊或例外情況也要掃瞄一下

這幾年多益考題中，有時會考廣告中其他角落所寫的一些補充資訊或例外情況。如果閱讀時沒有特別注意，很容易會忽略了這部分，但如果先看題目再看廣告內容的話，就可以很快找出答案。因此，不要忽略廣告裡任何角落的文字。

Page 190: 1[]2[]3[]4[]5[]7[]8[] 9[]10[]11[]12[]

Page 192: 1[]2[]3[]4[]5[]6[] 7[]8[]9[]10[]

Page 194: 1[]3[]4[]5[]6[]7[]8[] 9[] 10[]11[]12[]

Vocabulary –Business communication (1)

Student A: The exhibition will open each day at 10 a.m. and will close at 5 p.m. Please plan your visit **accordingly**.

Student B: All workers will be held _____ for any inaccurate information in their reports.

Student A: The purpose of this manual is to **acquaint** new employees with customary office procedures and employment rules.

Student B: We'll arrange a series of meetings between you and one of our expert _____.

Student A: We'll need to receive the information by November 14 **at the latest**.

Student B: I have some _____ coming in from out of town next week, and I'd like to take them to someplace nice.

Student A: We're **counting** on each supervisor to take responsibility for his shop area.

Student B: We really need to update the telephone _____.

Student A: Although the new computers are arriving next week, no plans have been made to **dispose** of the old ones.

Student B: Are you meeting with the _____ supervisor today?

Student A: **Dividing** the work among the four teams is a very efficient approach.

Student B: Currently, the most _____ task is to finish designing the new corporate logo.

Student A: This brochure **explains** how to fill out the application forms.

Student B: Please contact me at _____ 553 at your earliest convenience.

Student A: Our customized billing service will keep track of the number you call **frequently**.

Student B: I am knowledgeable about _____ business issues in both the domestic and international arenas.

Student A: I hope you find this information **helpful**.

Student B: I hope that you've found this workshop _____ and useful.

Student A: I am writing **in regard to** Chery! Wittenauer's article on Desparte Systems in the November 30 issue of your magazine.

Student B: Mr. Weinstein _____ the Black Diamond Web site