



2020 年专升本真题

Part I Vocabulary and Structure 25%

Directions: There are 25 incomplete statements here. You are required to complete each statement by choosing the appropriate answer from the 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.

1. Those who have _____ big contributions to the company should be awarded.
A. afforded B. given C. included D. made
2. As a parent, you will _____ full responsibility for what you say and do to your kids.
A. commit B. take C. give D. do
3. I believe that I am _____ for the position because of my education background and work experience.
A. qualified B. demanded C. applied D. collected
4. We supply different telephone communication products, some of _____ are particularly useful for small businesses.
A. What B. which C. whom D. these
5. She found it difficult to concentrate while _____ her new novel.
A. Write B. wrote C. writing D. written
6. Healthcare is one of the areas _____ the successes of all have the greatest practical value.
A. from that B. of whom C. by them D. in which
7. Since 1949, our country _____ remarkable progress in reducing poverty.
A. make B. made C. is making D. has made
8. If I _____ his telephone number, I would have turned to him for help.
A. have known B. will know C. had known D. knew
9. A good business plan helps you _____ and grow your business.
A. set B. run C. excise D. relate
10. If you have received several job _____ during your job searching, how do you choose the best one?
A. offers B. regulations C. benefits D. answers
11. Each passenger is _____ to carry one piece of hand luggage.
A. decided B. designed C. allowed D. brought
12. We all believe that the role he has _____ in this project is very important.
A. put B. reached C. offered D. played
13. William is considered as one of the most _____ employees in this company.
A. fluent B. efficient C. convenient D. sufficient
14. The recent earthquake in this area may _____ our company's future business.
A. arrange B. achieve C. affect D. approve
15. As so many people were absent, the meeting had to be _____ until next Monday.
A. put off B. set up C. given away D. taken over
16. The newly-built hotel is ideally placed for easy access _____ major attractions in the city
A. at B. by C. with D. to
17. It has been more than five years _____ they met last time in Wuhan.
A. since B. although C. for D. until
18. Nowadays, it seems that no one can ever avoid _____ the Internet.



- A.being used B.to use C.used D.using
19. A recent study shows that a person's living conditions only_____about 50 percent of his or her happiness.
A.account for B.turn on C.take off D.send out
- 20.If_____in a hot place, these flowers will soon begin to die and fall.
A.be put. B.to put C.put D.putting
- 21.The time I spent_____with the team has enabled me to learn more about business management,
A.work B. working C. to work D. worked
- 22.The sports meeting had hardly begun_____heavy rain poured down.
A.as B. than C. while D. when
23. He expressed the hope_____they could start a business relationship with us.
A.that B. whether C. what D. which
- 24.By the time you get this letter, we_____the project.
A. were completing B. will have completed C. had completed D. are completing
- 25.The small village where we spent our holiday lies_____the hillside.
A. for B. in C. on D. with

Part II Reading Comprehension 50%

Directions: This part is to test your reading ability. There are two sections in it.

Section 1

Directions: There are 4 passages In this section. After each passage there are 5 questions. Each question is followed by four choices A) B) C) and D). You should choose the best answers 10 the questions and mark the corresponding letters on the **Answer Sheet** with a single line through the center.

Passage 1

Being your own boss is the dream of most people, but it comes with a price. Since you do not have to answer to someone else, you have to be responsible for your own business. In this sense, the business becomes the new boss. Here are some tips for you to observe.

Work-life balance: Staring a business will consume a lot of time and energy. Not letting the business prevent you from having personal time is a challenge. The failure to manage a work-life balance can lead to health problems and lost relationships with family and friends.

Making decisions: Since you are the owner, you have the final decision. This can be a tough challenge because you know that you alone have to bear the consequences of your decisions.

Self- doubt and criticism: In the beginning, customers and competitors will not take you seriously. Everyone will be quick to share their opinions on what you are doing wrong and why it will not work.

With all this, self-doubt will start to occur. Maybe they are all right. Maybe starting this business was a bad idea. If you **have done your homework**, this is the moment to overcome the fear of failure and have the confidence in yourself to keep going.

- 26.According to the first paragraph, being your own boss means that you should____.
A.meet your customers' demand
B.take responsibility of your own business
C.have the freedom to do what you like
D.take other people's needs into consideration
27. The writer believes that not being able to manage a work-life balance can result in_____.



- A. big debts
- B. lost profits
- C. legal issues
- D. health problems

28. Making a final decision can be a tough challenge to business owners because ____.

- A. they have to be responsible for its consequences
- B. they are unable to turn to others for advice
- C. they find it hard to achieve a work-life balance
- D. they are prevented from having their personal time

29. What will your competitors react at the very beginning of your business?

- A. They will not accept your products.
- B. They will not take you seriously.
- C. They will criticize your business strongly.
- D. They will congratulate you on your success.

30. By saying "you have done your homework", the writer means ____.

- A. you are well-prepared.
- B. you are fully satisfied
- C. you are highly confident
- D. you are less worried

Passage 2

Most Americans switch careers at least three times throughout their lives. Gone are the days when people retired from the company where they first worked. The progressive mentality (心态) regarding business and technology often ensures that people move from position to position as they try to find the right career for them.

Recent college graduates ask "what career is right for me?" many times in the months before and after graduation. Now more than ever, people are also asking "what career is right for me?" into their thirties, forties and fifties. Even baby boomers (生育高峰期出生的人) are asking "what job is right for me?" as they retire and reenter the workforce in their sixties and seventies. It seems that every employee in America is wondering which career path fits him or her best.

When you find yourself asking "what career is best for me?", follow some of these simple tips to set yourself straight on the best path for you.

1. Consult a website and take its test to see which career path might be right for you.
2. Think about whether you are happy with your current job.
3. Emphasize your skills in your resume.
4. Do more research about the new career.

31. According to the first paragraph, most Americans now ____.

- A. are more satisfied with their career than their parents
- B. change their careers at least three times in their life
- C. move their home more frequently than ever before
- D. retire from the company where they first worked

32. People change their position frequently in order to ____.

- A. find a right career



- B.support their families
- C.start their own business
- D.adapt to the new technology

33.All American employees seem to be asking about ____.

- A.which company they will retire from
- B.when they should change a position
- C.what career path is right for them
- D.where they can find another job

34.Why are you advised to consult a website and take its test?

- A.To find information about job fairs.
- B.To improve your professional skills.
- C.To decide the right career path.
- D.To get in touch with a potential boss.

35.The last part of the passage is mainly about ____.

- A.ways to build a website
- B.steps to take an online test
- C.courses to train resume writing
- D.tips to find a right career path

Passage 3

When people move from one city or country to another, the spread of diseases may result. People often bring in germs (病菌) that may not have been present there before. These new germs can spread quickly and cause previously unknown diseases. If a germ is completely new to a region, people who already live there have no natural protection against it. As a result, they become ill more easily and die more often. In turn, newcomers may catch diseases that were not present in their own country. If they go back, they may carry the diseases with them and spread the diseases there, too.

Changes in the heating system of a building can also lead to disease. In the 1970s, there was a worldwide shortage of heating oil. As a result, hotels in the United States lowered the temperature in their heating systems in order to save fuel. This low temperature led to a deadly germ that grows in heating pipes. When the heated air was blown into the rooms of a hotel, it carried the germ. Many visitors became ill and several died.

36.The spread of new diseases may result from the move of people who ____.

- A.carry the germs
- B.have no protection
- C.become ill more easily .
- D.work in a crowded place

37.When a new germ is spread to a region ____.

- A.it will cause the whole region to suffer from a deadly disease
- B.newcomers are seldom affected by the newly-spread germ
- C.people there usually have no natural protection against it
- D.people in that region can hardly escape from the disease

38.From the passage we learn that changes in the heating system of a building can result in ____.

- A.an oil shortage



- B.certain diseases
- C.the air pollution
- D.a high temperature

39. What caused the growth of a deadly germ in the heating pipes of the hotels?

- A.The dry air.
- B.The polluted oil.
- C.The heated pipes.
- D.The low temperature.

40.The passage is mainly about ____.

- A.the protection against new diseases
- B.the danger of visiting new places
- C.the spread of new diseases
- D.the worldwide shortage of fuel

Passage 4

Some workplace stress is normal, but when stress at work begins to weaken your ability to perform in your job, its time for you to take action, Start by paying attention to your physical and emotional health.

Get moving

Regular exercise is an effective way to help you to relax both your mind and body. Try to get at least 30 minutes of activity on most days. If it's easier to fit into your schedule, break up the activity into two or three shorter periods of time each day.

Get enough sleep

A lack of sleep can make you suffer from more stress. When you're well-rested, it's much easier to keep your emotional balance. Try to improve the quality of your sleep by keeping a sleep schedule and aiming for 8 hours a night.

Get support

Close relationships are important to helping you through times of stress Simply sharing your feelings face to face with another person can help relieve some of the stress. Accepting support is not a sign of weakness and it won't mean you're a burden to others. In fact, most friends will be willing to help you to reduce your stress, and this will only strengthen your relationship.

41. You should take action to handle your workplace stress when ____.

- A.it affects your job performance
- B.it begins to damage your health
- C.it influences your emotion
- D.it shows its first signs

42.If possible, you are advised to ____.

- A.exercise before you start your work each day
- B.do exercise together with your friends
- C.arrange your activities based on your health
- D.divide your activity into shorter periods of time

43.If you follow an 8-hour sleep schedule, you are more likely to ____.

- A.get used to getting up early
- B.improve your sleep quality



- C.achieve positive effects of exercise
D.be able to work longer every day
44. To relieve your stress, you are encouraged to ____.
- A.show your weaknesses to your friends
B.avoid becoming a burden to others
C.make as many friends as possible
D.share your feelings with others
45. The passage is mainly about ____.
- A.how to do exercise regularly
B.how to seek help from others
C.how to deal with workplace stress
D.how to keep your emotional balance

Section 2

Directions: There is 1 passage in this section. Read the passage and 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.

Booster Seats (幼儿保护座椅) are more than a good idea. It is the law. Until children are 8 years old or 4.9 feet tall, they can be too big for a child car seat but too small for a safety belt. A booster seat makes safety belts fit properly and reduces the risk of injury in a crash.

Which seat should I use? Either a proper-fitting child safety seat or booster seat installed (安装) correctly will meet the requirements of Michigan's new law for children under the age of 8 or not yet 4.9 feet tall. This includes using a booster seat with both a lap (膝部) and shoulder belt.

Where do I get a booster seat, and how much do they cost? Booster seats are available at many stores. They cost between \$15 and \$100 depending on the style.

Important: All booster seats are safest when used in the back seat and with both the car's lap and shoulder belt. Never use a lap belt only.

Booster Seats	
Purposes:	used for children under <u>46</u> or 4.9 feet tall
Advantages:	1.making safety belts fit properly 2.reducing the risk of <u>47</u> in a crash
Places to buy:	available at <u>48</u>
Prices:	between <u>49</u>
Proper way of use:	with both a lap and <u>50</u> belt



Part III Translation -- English into Chinese 15%

Directions: This part is to test your ability to translate English into Chinese. After each of the 5 sentences, numbered 51 to 55, 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 56, you should write your translation in the corresponding space on the **Translation/ Writing Sheet**.

51. Please let me know your schedule in advance, and I'll have my secretary book a ticket for you.

- A) 请告诉我您旅行的日程，秘书将会为您提前订票。
- B) 请提前告知您的日程表，我会注我秘书为您订票。
- C) 请告诉我您的行程，我的秘书会为您解决机票的。

52. I think it would be necessary to have another meeting to talk about our further business cooperation.

- A) 我认为只有讨论了下一步的生产后，我们才需要见面。
- B) 我认为必须要开会，以便进一步讨论我们之间的联系。
- C) 我认为有必要再次开会，商谈我们进一步的业务合作。

53. It took half an hour for her to understand thoroughly all the items in the contract.

- A) 半个小时已足够她就合同中的内容进行逐一核对。
- B) 她花了半个小时才彻底弄明白合同上的全部条款。
- C) 她只用了半个小时来逐一研究会同上的各项内容。

54. First impression is so important that a hotel may win or lose its reputation at the front desk.

- A) 第一印象如此之重要，以致前台就会让宾馆赢得或失去声誉。
- B) 对前台工作的第一印象，直接关系到宾馆声誉的高低与好坏。
- C) 为了给顾客留下良好的印象，需要提高宾馆前台的服务质量。

55. We couldn't have succeeded in the market competition without your strong support.

- A) 若不是得到了你们的大力支持，我们就不会参与市场竞争。
- B) 若无你们强有力的支持，我们在市场竞争中本不可能成功。
- C) 因为你们的支持强大有力，我们有信心在市场竞争中获胜。

56. Thank you for your letter and resume of April 16th. I have sent your resume to the proper department, and it will be considered soon.

We will get in touch with you and possibly arrange an interview with you some day next week. If there is no suitable position for you at present, we'll also let you know as soon as possible. Thank you for your interest in our company.



Part IV Writing 10%

Directions: *For this part you are required to write a letter based on the following information given in Chinese. Remember to write your letter in the space given on the Translation/ **Writing Sheet**.*

说明：假如你是项目经理 Jane Hart 根据以下内容给 John Smith 先生写封信。写信时间为 2020 年 7 月 25 日。信的内容包含：

1. 感谢他上周发来的邮件；
2. 告诉他工程进度很顺利，有可能提前完成；
3. 对当地员工的培训还未完成，预计下月底可结束；
4. 随信附上一份参加培训的员工名单。

请注意信函格式！

Dear Mr. John Smith

Thank you for your letter of last week. I am so delighted to tell you that the project is being conducted in accordance with the provisions of the contract. Training of local staff has not yet completed, it is expected to end next month. Enclosed is a list of employees to participate in training. Looking forward to your early reply.

**Yours sincerely
Jane Hart Project Manager**