英译汉(34)1、Acting cooperatively is a good way to show team spirit because

doing so contributes to the overall success of the team.

A. 合作是表现团队精神的好方法，因为这样做有助于整个团队的

成功。

2、Always look for ways to go above and beyond the expectations

of your customers.

A. 一定要想方设法，超越顾客的期望。

3、But don't forget, some of those companies made a killing.

C.但是不要忘记，一些公司赚了大钱。

4、But franchisor rules are usually very strict in the US as well as

in most other countries.

B.但是在美国授权特许经营者的规则与其他大多数国家的一样，

非常严格。

5、By understanding how non-verbal communication works, a

negotiator must be able to understand the information the other

participants are giving out non-verbally.

A.通过理解非语言性交际如何起作用，谈判者一定能够理解其他

参与者透露的非语言性信息。

6、Can you fill me in?

C.你能向我详细介绍一下吗？

7、Click the button buy or add to my shopping cart to continue

shopping other items or check out.

B.点击购买按钮或加入购物车，继续购买其他商品或结账离开。

8、Don't rule out a business without learning or seeing what the

day-to-day will look like.

C.如果不了解或看到公司的日常情况，就不要排除一个公司。

9、I don't think there's a lot of appetite for adventure in the

market right now.

B.我认为如今在市场中没有很多冒险的欲望。

10、I see our company as entering a transitory period.

A. 我认为我们公司正进入一个过渡期。

11、If possible, it may be helpful for negotiation partners to spend

time together in a comfortable atmosphere outside of the

negotiation room.

B.如果有可能，让谈判双方花时间一起处于谈判室以外的舒适氛

围，可能会有帮助的。

12

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are no focused team building efforts or activities. In real life, team work success rarely happens by itself if there

A. 实际生活中，如果没在团队建设上付出过专注的努力或活动的

话，团队工作是很难独自成功的。

13、It is said about 4% of all businesses in the United States are

franchisee-worked.

C.据说美国所有的商家中，4%都是特许经营的。

14、It is very profitable for the issuing offices to finance the funds

they collect by issuing traveller’s checks.

A. 对发行机构来说，发行旅行支票提供融资便利是有利可图的。

15、Let me know how you like living out of a suitcase.

B.到时候告诉我你是怎么带着旅行包生活的。

16、Look the person in the eye with honesty and respect.

B.诚实而尊敬地注视这个人。

17 C. 、 确保要直视顾客的眼睛。 Make sure to look your customers in the eye.

18、Many products come with a money-back guarantee.

B.许多产品都有退款承诺。

19 B. 、 并非所有的公司都是出售股票的传统企业。 Not all corporations are traditional businesses that sell stock.

20、Not all restaurants accept the card.

B.并非所有酒店都接受此卡。

21、Retailers from Target to Sears are fast evolving Cyber

Monday into something more akin to Cyber Week, as online deals

stretch well beyond Monday.

C.从塔吉特到西尔斯的零售商们正迅速把网购星期一发展成为更

似网购一星期的促销，因为在线交易在星期一之后也很好。

22、Shopping online is getting more and more popular.

A. 网上购物越来越流行。

23、Team building skills are critical for your effectiveness as a

manager or entrepreneur.

B.作为一名经理或企业家，团队建设技能对提升有效性至关重要。

24、Team members must fulfil their duties with their full efforts.

C.团队成员必须尽全力履行自己的义务。

25、Teammates who have team spirit are better able to work

together and achieve team goals.

B.有团队精神的队友能更好地协同工作，实现团队目标。

26、The American idea of custom service is to make each customer

the center of attention.

A. 美式客服理念认为每位客户都是关注的焦点。

27、The franchisee can get more money than a direct employee

because he or she has a vital interest in the business.

A.因为特许经营者在公司中有切身利益，他/她能够比直属雇员赚

更多的钱。

28、The online marketplaces are doing well in part because

shoppers are heading to those sites to find popular products that

are selling out at regular retailers.

B.在线市场销售状况良好，部分原因是，消费者去这些网站购买

普通零售商店在售的畅销产品。

29、The worst thing is that you discovered at the last moment

there were missing parts in the order before shipment.

A.

遗漏。 最糟糕的事情是，在装船之前的最后时刻，你发现订单货物有

30、This is because whoever controls the start of the negotiations

tends to control where they end.

C.这是因为无论谁控制了谈判的开始，谁往往就能掌控谈判的结

果。

31、To be honest, after many years of hard work, tears and

disagreements, I have made it through.

A.说实话，经过多年的艰苦工作、泪水和意见分歧，我还是渡过

了难关。

32、Walmart.com expects to register its biggest Cyber Monday yet,

coming off a record Black Friday weekend online.

A.沃尔玛公司期待注册其最大的网购星期一，然而却实现了黑色

星期五周末在线记录。

33、We simply don't have the funds to make any serious

investments towards obtaining a bigger market share.

C.我们根本没有资金进行大量的投资获取更大的市场份额。

34、We used to have cash advances.

A. 写作题 我们以前是预支现金。

(61、According to the sample letter above and...

2、Please wirte an application letter for s...

3、Write a resignation letter according to ...

4、Write an invitation letter to your busin...

5、You are Bill Wang, and is about to write...

6、假定你是马淑云，两周前你从网上订购了一套英...

1、According to the sample letter above and based on the following

information, you are required to write an invitation letter to your

business partners and invite them to China.

(1) Your name and position: Simon Zhang, President of Tianin Trust

Int'l Trade Co., Ltd

1 /

(2) Your business partners: Mr. James Laird and Mr. Luke Smith

(3) Time of visit: between Jan. 28 and Feb. 4

(4) Purpose of visit: potential financing

(5) Expenses to be borne by: your business partners

【题目翻译】根据上面的样本信并根据以下信息，您需要给您的

商业伙伴写一封邀请函，邀请他们来中国。

（1）姓名及职务：天银信托国际贸易有限公司总裁张西蒙

（2） 您的商业伙伴：James Laird 先生和 Luke Smith 先生

（3）参观时间：1 月 28 日至 2 月 4 日

（4） 来访目的：潜在融资

（5） 费用由：您的商业伙伴承担

【参考范文】Business Invitation

Mr. James Laird and Mr. Luke Smith are hereby invited to China to

participate in potential financing business cooperation. The event will

be held at Tianyin Trust International Trade Co., Ltd. from January

28th to February 4th. Please arrange the necessary matters for coming

to China. During the event, you will stay here for 4 days. All expenses,

including international air tickets, local transportation, board and

lodging, medical insurance and other related expenses, will be borne

by your company. We look forward to your visit.

Best regards.

Simon Zhang

【译文】兹邀请 Mr. James Laird and Mr. Luke Smith 来中国参加潜

在融资商业合作。该活动将于 1 月 28 日至 2 月 4 日在天银信托国

际贸易有限公司举行。请您安排来中国的必要事宜。活动期间您

们将在此逗留 4 日，所有的费用，包括国际机票、当地交通、食

宿、医疗保险和其他相关费用由贵公司承担。我们期待您的访问。

此致敬礼

张西蒙

2、Please wirte an application letter for salary raise, according to

the following information.

（1）You are Georgem and your boss is Mr.Smith.

（2）Your reasons for the letter.

（3）Your expectation for the salary raise.

【题目译文】请根据以下信息写一封申请加薪的申请信。

（1）你是乔治·乔治，你的老板是史密斯先生。

（2）您来信的理由。

（3）您对加薪的期望。

参考范文：

Dear Mr.Smith，

As I approach my third year in the job，I find myself more

dedicated，devoted and motivated than I ever was.I am thrilled to the

fact that my efforts have been sensed and this will only result in

enhanced performance.The performance review demonstrates how

hard I have worked and how much commitment I am willing to put.

I hope you agree with me that better performance and hard work

should be rewarded.I hereby kindly ask you to consider a salary

adjustment commensurate with my performance.I am willing to give

more and would be grateful if my efforts can be acknowledged and

consequently reflected with an appropriate change in my pay.

Thank you

Sincerely，

George

3、Write a resignation letter according to the information below.

（根据以下信息写一封英文辞职信）

Suppose you are Jason Law，CEO of Starwood's.Write a resignation

letter to the Board of Directors based on the following information.

（1）Resign due to personal health problem；

（2）Participate in the search for a successor

（3）Continue as CEO until a new CEO is selected：

（4）Wish a bright future for Starwood's；and thank Starwood's for the

days spent together.

[题目翻译，不用抄]假设您是喜达屋首席执行官 Jason Law。请根

据以下信息向董事会写辞职信。

（1）因个人健康原因辞职；

（2）参加寻找继承人

（3）继续担任首席执行官，直到选择新的首席执行官为止：

（4）祝喜达屋的前程似锦；并感谢喜达屋在一起的日子。

【范文参考】

To the Starwood's Board of Directors and the Starwood's Community,

I'd like to share with you some difficult news about my future plans.

Later today, I will announce that I have resigned from Starwood's due

to my health problems.

I will be participating in the search for my successor, and I will

continue as CEO until the board selects a new one.

Together, we have accomplished what some might have thought could

not be done. I believe Starwood's brightest and most innovative days

are ahead of it.

I have made some of the best friends of my life at Starwood's, and I

thank you all for the many years of being able to work alongside you.

Jason Law

[译文]对于喜达屋董事会和喜达屋社区，我想与您分享一些有关我

未来计划的艰难消息。 今天晚些时候，我将宣布由于健康原因我

已退出喜达屋。

我将参与寻找继任者的工作，我将继续担任首席执行官，直到董

事会选择新的继任者为止。

在一起，我们完成了某些人可能认为无法完成的工作。 我相信喜

达屋最辉煌和最具创新性的日子已经过去。

我在喜达屋（Starwood's）结识了我一生中最好的朋友，我感谢你

们多年来能够与您一起工作。

杰森·劳（Jason Law）

4、Write an invitation letter to your business partners and invite

them to China according to the following information.

参考范文：

Dec. 22, 2016

Dear Mr. James Laird,

On behalf of Tianjin Trust Int'I Trade Co. , Ltd. , 1 would like to

invite you and your colleague Mr. Luke Smith, to visit us between Jan.

28 and Feb. 4, 2017 for the purpose of potential financing in the near

future.

We both understand that your company will be responsible for

all the expenses for your visit to and within China. Although we

expect your visit and wish fruitful outcomes betweenus, Tianjin Trust

Int'1 Trade Co. , Ltd. is not responsible for any financial aspects of

your trip to and within China.

I look forward to welcoming you both in Tianjin and pray that

you have a wonderful trip.

Yours sincerely,

Simon Zhang

5、You are Bill Wang, and is about to write a letter of acceptance

of claim. Base your letter on the following notes:

参考范文:

Dear Sirs ,

We have just received your letter of Jan. 12 with regarding of

the paper bag breakage and have given our prompt attention. We wish

to express our deepest regret over the unfortunate incident.

After check-up by our staff at the warehouse , it was found that

some paper bags were not strong paper bags as stipulated in the

contract , thus resulting in the breakage during transit. This was due

entirely to negligence on the part of the warehouse managers, for

which we tender our apologies.

In view of our recent friendly cooperation , we will make a

payment of $ 500. 00 into your account with the Bank of China, upon

receipt of your agreement.

We hope that the arrangement we have made will satisfy you and

look forward to having your further orders.

Yours faithfully ,

Bill Wang

6、假定你是马淑云，两周前你从网上订购了一套英语书虫系列读

物(Bookworm Series), 昨 1265 天才到货，且包装破损、数量不

足。请就此向网店客服写封投诉信。

要点如下：

(1) 介绍购物情况；

(2) 反映存在问题；

(3) 提出解决方案。

参考范文：

To whom it may concern,

I'm one of your customers. I ordered a set of Bookworm Series

on your website two weeks ago, but I didn't receive them until

yesterday. And much to my disappointment, the books were so poorly

packed up that the cover of one book was torn. To make matters

worse, it is not a complete set, as I found one book missing.

I'm sorry to have rec:ei ved such poor service, and I believe I

have every right to ask you to deal with this problem. I hope that you

either return my money or deliver a new set of books to me. Besides,

I'd like to be informed of the process of your dealing with my

complaint.

Looking forward to your reply.

Ma Shuyun

交际用语(49)1、—Amy, do you shop online often? —（）-->(Yes. It's very

convenient and the price is often lower than in store)

2 /

2、—Are the Project Managers linking up OK? —（）-->(There's been

a good atmosphere at the first management meetings)

3、—Are the Project Managers sharing information and contacts and

so on? —（）-->(Yes, there's really nothing to worry about)

4、—Are there any disadvantages to shopping online? — （）But

I think this problem will be solved soon.

B.It takes some time for the stuff you buy online to arrive.

5、—Aunt Cindy, do you shop online often?

C. Yes. It's very convenient.

6、—Aunt Cindy，do you shop online offten?

C.Yes. It's very convenient and the price is often lower than in stroe.

7、—Betty, we'll have a buffet party next Saturday. Will you join

us?一（）， Susan. Thank you!

A. I'd love to

8、—But then we'll have to accept a Board of Directors chosen by our

stockholders. —（）-->(from being a medium-tier firm to being one of

the big players)

9、—Can you tell us why you think this makes good business sense to

you? —（）-->(we are going to have to consider finding more

investors)

10、—Could you be so kind as to turn down that rock "n"roll? I'

m preparing for tomorrow's meeting report.

C. Sure. Sorry to disturb you.

11、—Have you ever tried shopping online? —（）-->(I prefer to

actually see and touch what I'm buying before I pay for it )

12、—Hello, is that Sail Moving Company?

A. Yes, this is Jack speaking. Thanks for calling. What can we do for

you?

13、—Hello, this is Lucas Bowen. I'd like to order some machines. —

（）-->(No problem)

14、—Henry, what do you think of the new team?—（）I think the

team is starting to get along quite nicely.

C. Very well on the whole.

15、—Hey Kyle, guess what! The boss is sending me to Europe for

a marketing seminar next month.—（）You've been itching to go

on a business trip for months.

B. Great! You must be happy.

16、—How do you calculate the fee if we ask you to move the office

furniture? —（）-->(The cost depends on the floor to move to, the

distance between two places and the amount of the furniture to move)

17、—How much of a problem meeting the budget? —（）-->(Well, it

seems that we underestimated the costs)

18、—How was your trip to London, Jane? —（）-->(Oh, wonderful

indeed)

19、—How would you like to go? —（）-->(I'd like to fly to Frankfurt

for a stay of two days)

20、—I am going to ask for a pay rise. —（）-->(I think you may talk

to your boss )

21、—I am going to ask for a pay rise.—（）

C. I think you may talk to your boss.

22、—I had a really good weekend at the seaside.—（）.

B. Oh, l' m glad to hear that.

23、—I thought that if I could get your support first, it might

make getting approval easier.

A. Well, you've got my support on this.

24、—I thought that if I could get your support first, it might make

getting approval easier. —（）-->(Well, you've got my support on this)

25、—I'1l be away on a business trip. Would you mind signing for

my express delivery?

C. I'd be happy to.

26、—I'll be away on a business trip. Would you mind signing for

my express delivery?—（）

C. l' d be happy to.

27、—I'm really fed up with Larry!

C.Hey, what's up?

28、—I'll also throw in the discount of 10% on your up front deposit.

What do you think—（）-->(Ok, I think we've both have done our best

for this)

29、—I'll be away on a business trip. Would you mind signing for my

express delivery? —（）-->(I'd be happy to)

30、—I'm really fed up with Larry! —（）-->(Hey, what's up?)

31、—Is there a bank near here?

C. Yes. There is one just down the road.

32、—Larry is the biggest airhead I've ever met. He always makes

careless mistakes, and he's—（）-->(You shouldn't be so negative)

33、—Looking at this, if my calculations are correct, we are about five

thousand dollars over—（）-->(It's going to cost about five thousand

more to complete the first order)

34、—Okay then, so to confirm: a 6% discount but you pay all the

shipping and installation —（）-->(That sounds all right)

35、—Okay, what is the decision? —（）-->(but it may be time to

consider some major changes)

36、—Some friends say when they get the article, （）. —（）-->(it's

quite different from what they saw on the website advertisement)

37、—Thanks for inviting me, John, but I've already made other plans.

—（）-->(Oh! I'm sorry to hear that)

38、—The client said he had to send a monitor back three times before

the problem was —（）-->(Well, I wonder whether the recent layoffs

are affecting the quality of our customer service)

39、—They want to make sure you're paying taxes on the money you

make. —（）-->(We're paying alright)

40、—We've done very well so far but if we want to see serious

growth —（）.

-->( it might be time to ditch our old business model and

go public)

41、—What does the customer's complaint say?—（）

B. He says he hasn't gotten back the monitor for repairs.

42、—What is the distance between the new building and your

office?—（）

B. It is about 15 kilometers.

43、—You mean ... like becoming a publicly-traded

company?—That's right.（）

A. It's something we should give serious consideration to.

44、—You mean... like becoming a publicly-traded company? —（）

-->(It's something we should give serious consideration to)

45、—（） , but I still have the feeling that it's not safe

enough.-->( Paying online is much safer than before)

46、—（）

?

—I expect to depart for Frankfurt on Sunday, September 1st,

any time after -->(When do you plan to leave)

47、—（）?—Sure, no problem. First, go see Cindy and tell her where

you're -->(Can you fill me in)

48、—（）?—Yes, business class.-->(Will you fly business class)

49、—（）Yes, business class.

A. Will you fly business class?

词汇与语法(94)1、Although he has sought to find a peaceful （）, he is facing more

pressure from his-->(solution)

2、Although he has sought to find a peaceful （），he is facing more

pressure from his business rivals.

C. solution

3、Among the cnt1ques were allegations （） some franchise uses

its political influence to increase its profits.

C. that

4、Among the critiques were allegations （） some franchise uses its

political influence to-->(that)

5、An on-line virtual supermarket （） the real supermarket,

which makes it feel so real.

B. simulates

6、An on-line virtual supermarket （） the real supermarket, which

makes it feel so real. -->(simulates )

7、At th e same time, the negotiator keeps things secret （） would

limit his/her ability to negotiate.

B. that

8、At the same time, the negotiator keeps things secret （）would limit

his/her ability to-->(that)

9、Better understanding of team work can make you a more

effective employee and give you an extra （） in your corporate

office.

A. edge

10、But Jerry, have you really thought this up the company that

（）? You would essentially be givingyour great-grandfather built.

A. through

11、Can you fill me （）? I need some detailed information.

C. in

12、Can you tell us why you think this makes good business （）to

you?

C. sense

13、Chinese shoppers spent billions online yesterday as they took

advantage （） discounts-->(of)

14、Cooperating is simply working together （） teammates （）

the good of the team.

A. as ... for

3 /

15、Cooperating is simply working together （） teammates （） the

good of the team.-->(as…for)

16、Current （） are those debts that must be paid within the

year.-->(liabilities)

17、Customers often remain （） to a business that has excellent

service even if their-->(loyal)

18、Customers won't find store clerks sitting around （）.

B. watching TV or playing cards

19、Did you get the financial records（）shape for your audit next

month?

A. into

20、Even though he's （）out of college and still a bit green, he is

a great co-worker.

B. fresh

21、For a limited company, this will include the money （）issuing

shares , and is known as the share capital.

B. raised by

22、friends and colleagues greeted each other with that day was

"Bought anything today?"

C. What

23、has good reputation will sooner or later be successful in his

business.

B. whoever

24、His ideas are linked to the theory（）markets are efficient, which

means market actors-->(that )

25、His method supports Mr Shiller's findings and has （）efforts to

predict prices in the-->(influenced)

26、I couldn't agree more. That's （）I only do street shopping.

C. why

27、I really （） the effort you have put in on your team's current

project. -->(appreciate)

28、I'm still working on （）a few problems.

C. ironing out

29、If any of the articles are damaged during move, you may make a （）

for-->(claim)

30、If people （）we're very valuable they won't buy our stock.-->(don't

think)

31、If things have （）, the person you're talking to will want to know

the reasons.-->(gone wrong)

32、If you are intending （）just one Schengen country, you will need

to apply for the-->(to visit)

33、In business, whatever you do, do not （）illegal benefit.

A. chase

34、It should （） that franchising is one of the means available for

getting investment money-->(be recognized)

35、It will（） about eight percent more than initially projected.

C. cost

36、It\'s said that some measures have been taken （） this

problem.-->(to deal with )

37、Large organizations will find （） impossible to manage all

these data if manual accounting were used.

C. it

38、Looking your customers in the eye shows that we are listening to

them and hearing-->(what they are saying)

39、Many of the banks and travel services in the western countries

provide convenience for-->(checks)

40、Okay, let's say we make a decision （）; what kind of price are we

thinking about-->(to go public)

41、One kind of partnership is called a limited （）

partnership.-->(liability )

42、Please （） an open return flight from Barcelona to

Frankfurt.-->(book)

43、Respecting fellow teammates keeps everyone in a good （）

and encourages overall team spirit.

A. mood

44、Some in the market now want government （） in order to reduce

costs.-->(regulation)

45、Some of the customers' complaints seem（）.

B.unacceptable

46、Some of the（）solutions will support these requirements better

at the moment.

C. proprietary

47、Some stores even offer （） lanes for customers with 10 items

or less to checkout quickly.

B. express

48、Sometimes I surf online shops to check some related

information, and then go to a physical store to do the （）

shopping.

A. actual

49、Teammates who have team spirit are more satisfied （） their

team activities.

B. with

50、Teammates who have team spirit are more satisfied （）their team

activities. -->(with)

51、That might be acceptable（）you handle the insurance fees.

A. if

52、That's something you can improve by talking to human （）.

B. resources

53、The American idea of customer service is （） each customer the

center of attention.-->(to make)

54、The bottom half shows （） this money came from.

A. where

55、The customer service representative will often allow customers to

exchange the product-->(refund)

56、The executive team have to hold an urgent meeting （） they see

the bad market-->(because)

57、The franchisor（）the franchisee should observe the regulations

to make the business go well.

B. as well as

58、The instruction describes completely the（） and its safety

basis.

C. facility

59、The long-term assets are known as （） assets.

A. fixed

60、The peopel ·m your department seem so （） and mce to be

around.

C. capable

61、The processing time（）per embassy.

C.varies

62、The proprietor owns all of the property of the business and is

responsible （）-->(for)

63、The same is true （） individual proprietorships.

C. at

64、The team members are （）and helping each other out. -->(getting

along)

65、Their skill and （） has got them on the sales

team. -->(enthusiasm)

66、Then your （）will be sold by auction.-->(stuff )

67、There are more and more （） of software for accounting, this

has made the different types of software more accessible in terms

of costs and variety.

A. manufacturers

68、They exchanged tales of （） or disappointing news of popular

items sold out minutes-->(bargains )

69、They exchanged tales of （）or disappointing news of popular

items sold out minutes after the spree began at midnight.

A. bargains

70、They wanted to （） a discussion on economics.-->(initiate)

71、To attract investors, the government has （） its tax and labor

laws.

C. adjusted

72、Trademarks, propnetary service marks and regulations need

（） carefully.

A. to be observed

73、Trademarks, proprietary service marks and regulations need

（）carefully.

A. to be observed

74、Travelers, when （）the checks,have to sign the checks in the

presence of the bank or service clerks.

B.buying

75、Traveller's checks are generally （） small face value.-->(of)

76、Travellers, when （） the checks, have to sign the checks in the

presence of the-->(buying)

77、We can't manage that（） you pay for the installation.

C. unless

78、We didn't understand how difficult it was to （） such a

breakfast.

B. distribute

79、We used to （） cash advances.

C. have

80、Well ,the day we offer stock for sale is the day we will see how

much （） there is m our company.

C. faith

4 /

81、What's more, it's not always so （） for us to pay online as

hackers might steal our username and password.

B. safe

82、When the rest of the room（）emotional, stay cool and use logic

to negotiate and close.

B. gets

83、While the other people （） and discussed the problem

together, Ted ignored them.

A. interacted

84、Without close quality control, we may （） fraud, and the e-shop

may suddenly go-->(encounter )

85、You can download and print off the （） online.-->(form)

86、You can show respect to your teammates （） everyone fairly and

equally.-->(by treating)

87、（） behalf of Vancouver C&S Int'l Trade Corp. , I am pleased

to invite you and your colleagues to visit us.

B. On

88、（） friends and colleagues greeted each other with that day was

Bought anything-->(What)

89、（） has good reputation will sooner or later be successful in his

business.-->(Whoever)

90、（） the situation may be, make sure that you don't leave your

customer with an-->(Whatever)

91、（） you have a job, you may be in the market for another one.

A. Even if

92、（）behalf of Vancouver C&S Int'! Trade Corp. , I am pleased

to invite you and your colleagues to visit us.

C. On

93、（）has good reputation will sooner or later be successful in his

business.

B. whoever

94、一 Okay ， what is the decision?- As you know. . . we have

been a privately held , family-owned company for over 120 years ，

（）.

B. but it may be time to consider some major changes

阅读理解（单选）(6)--电大资源网：http://www.dda123.cn/（微信

搜：905080280）

1、Businesses are structured in different w...

2、China has the most franchises in the wor...

3、Cyber Monday rocked while mobile sales r...

4、Emotions play an important part in the n...

5、Identify the country or countries you wi...

6、Team spirit can make or break a team. Te...

1、Businesses are structured in different ways to meet different

needs.

21. This passage is mainly about （）.-->C. how different forms of

business are organized

22. What is usually needed to decide the portion of the partnership

each person controls? （）.-->B. An agreement.

23. Who are not included in limited liability partnerships? （）.-->C.

Unlimited partners.

24. How can corporations raise money?（）.-->A. By selling stock.

25. Who controls corporate policies in a corporation?（）

.

-->B. A board

of directors.

2、China has the most franchises in the world but the scale of their

operations

1. According to the passage, the passage mainly talks about .-->C. an

outline of franchising in China

2. KFC was the （） foreign franchise to China in 1987 and is

widespread. -->A. most profound

3. Many franchises are in fact joint-ventures, because .-->A. at the

beginning stage, franchise law was not so clear

4. Foreign franchise grows in China because of .-->B. the small

amount of retail trade

5. The writer has the（）attitude to franchising in China-->B. positive

3、Cyber Monday rocked while mobile sales roared.

1. Retailers used mobile devices and drove nearly a third of traffic, or

even more than half to online shopping. As we know that doesn't

belong to the mobile device.（）-->C. personal computer

2. PlayStation 4 and Xbox One consoles were sold out on the

afternoon Monday although they weren't even discounted. （）-->B.

Walmart.com

3. According to sales on Amazon were up 44.3% over last year, while

sales at eBay were up 32.1%.（）-->C. Channel Advisor

4. Cyber Monday deals on Sunday with a Cyberthon that drew more

than people to the site. （）-->A. 350,000

5. We can infer from the passage \_\_\_\_\_ isn't an online retailer.（）-->B.

Channel Advisor

4、Emotions play an important part in the negotiation process,

although it is only

1. Emotions play an important role during the negotiation, although

their effect is being studied just .-->C. not long before

2. Negative emotions may （） make concessions. -->A. be helpful to

3. During negotiations, the decision as to whether or not to settle

depends in part on emotional factors. -->B. to some extend

4. Attaining concessions can be done .-->C. by both negative and

positive emotions

5. In different cultures, negotiators should use（） strategies to show

positive and negative emotions. -->B. different

5、Identify the country or countries you will be travelling to.

21. This passage is mainly about （）.-->C. how to apply for a

Schengen visa

22. If you are intending to visit two or more Schengen countries, you

will need to send your application （）.-->A. to the embassy or

consulate of the country that shall be your main destination

23. You can download and print off the form （）

.

-->B. on the Internet

24. You are required to show the following documents

EXCEPT （）.-->C. a birth certificate

25. Th e processmg time 1s per embassy （）.-->A. different

6、Team spirit can make or break a team. Teammates who have

team

1. Teammates who have team spirit .-->B. are better able to work

together and achieve team goals

2. According to the article, team spirit means .-->C. cooperation,

motivation and respect

3. Cooperation is a skill that .-->A. can be sharpened during practice

4. Being motivated means .-->C. you should give your best in any

circumstances

5. Respecting your teammates .-->B. can keep everyone in a good

mood

阅读理解（判断）(8)--电大资源网：http://www.dda123.cn/（微信

搜：905080280）

1、A challenge in working in customer servi...

2、Chinese shoppers spent billions online y...

3、If you want to become a franchisee, the ...

4、Many of the banks and travel services in...

5、The art of negotiating is a difficult sk...

6、The balance sheet is produced at the end...

7、The Royal Swedish Academy of Sciences aw...

8、The Royal Swedish Academy of Sciences aw...

1、A challenge in working in customer service is to ensure that you

have

1. The goal of customer service is to give customers an experience

that meets their expectations.-->F

2. Leave your customer with an unanswered question is

unacceptable.--> T

3. Both positive body language and negative body language are

necessary in customer service.-->F

4. Eye contact is one of the most important aspects of positive body

language.--> T

5. The underlined going the extra mile to help them in the last

paragraph means going a long way to help them.-->F

2、Chinese shoppers spent billions online yesterday as they took

advantage

1. Online retailers took hold of the shopping spree to increase sales

successfully.--> T

2. The final figure of Singles Day for this year reached 19.1 billion

yuan.-->F

3. Cyber Monday is a similar event in the Great Britain.-->F

4. Other e-commerce sites did as well as Alibaba Group on Singles

Day.-->F

5. Jack Ma's goal of transaction size is to reach 100 billion yuan in

several years.--> T

3、If you want to become a franchisee, the tips below can help you

to find the perfect opportunity.

1. Decide on a business with learning or seeing what the day-to-day

will look like.--> T

2. Before you've determined what role you want in a franchise, it's

time to start the business.-->F

3. Before signing on to a franchise, the essential job is to ask the

franchisor about the executive team and its past industry

experience.--> T

5 /

4. The first thing to look at is how long a franchise would take to

purchase.-->F

5. To make sure that when you want to leave the business, you have

made enough money and you are satisfied with that.-->F

4、Many of the banks and travel services in western provide

26. It is convenient for the travelers to travel around the world as

many banks and travel services issue travelers'checks.-->T

27. There are no signatures of travelers who have bought the

checks.-->F

28. Quite a few travelers like to buy the checks.-->T

29. Travelers do not worry about the circulation period of the checks

as there is no time limit for it.-->T

30. Banks and travel services are reluctant to provide

travelers'checks.-->F

5、The art of negotiating is a difficult skill for most of us, even

good salespeople.

1. If you let the other party start negotiations, you will be completely

grasp the control, often without even realizing it.-->F

2. So, never let both parties control the negotiations.-->F

3. Negotiating first and then having to create a document doesn’t need

necessary time to a transaction.--> T

4. Great negotiators know how to stay cool, providing leadership and

solutions, while the rest of the room becomes wild or helpless during

the negotiation.--> T

5. When the rest of the room gets out of control, stay cool and use

logic to negotiate and close.-->F

6、The balance sheet is produced at the end of a company's

financial year:

26. The top half of a balance sheet shows where the money is being

used in the business.-->T

27. All fixed assets are depreciated as they wear out over time.-->F

28. The short-term assets are known as fixed assets.-->F

29. Current liabilities are those debts that must be paid within the

year.-->T

30. The money ploughed back into building up the business is called

retained profit.-->T

7、The Royal Swedish Academy of Sciences awarded the Nobel

1. The Royal Swedish Academy of Sciences awarded the Nobel Prize

in electronics to three Americans on Oct. 14, 2013.-->F

2. Eugene Fama, Lars Peter Hansen and Robert Shiller won the prize

for their research and explanations of pricing forces in financial

markets.--> T

3. Eugene Fama's research on financial markets in the 1960s resulted

in some change in how market watchers look at investing.--> T

4. The findings of both economists have led to the growth of price

prediction, investing many different securities as a way to reduce

risk.-->F

5. The Nobel Prize in economics was established in memory of Alfred

Nobel by Sweden's central bank in 1968.--> T

8、The Royal Swedish Academy of Sciences awarded the Nobel

Prize

26. The Royal Swedish Academy of Sciences awarded the Nobel

Prize in electronics to three Americans on Oct. 14, 2013.-->F

27. Eugene Fama, Lars Peter Hansen and Robert Shiller won the prize

for their research and explanations of pricing forces in financial

markets.-->T

28. Eugene Fama' s research on financial markets in the 1960s

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investing.-->T

29. The findings of both economists have led to the growth of price

prediction , investing many different securities as a way to reduce

risk.-->F

30. The Nobel Prize in economics was established in memory of

Alfred Nobel by Sweden's central bank in 1968.-->T

一、交际用语（共计 10 分 ，每小题 2 分）

l 一5 题 ：选 择 正 确的 语 句 完成下面对话，并将答案序号写在答题纸上。

1.— Hey Kyle,guess what! The boss is sending me to Europe for a mar ke tmg seminar

next month.

— B You've been itching to go on a b·usiness tnp for months.

A.I am sorry to hear that.

B.Great! You must be happy.

C.So what?

2.-He nr y , what do you think of the new team?

- C I think the team 1s starting to get along quite nicely.

A.Yes, you're right.

B.Not so good .

C.Very well on the whole.

3.—Could you be so kind as to turn down t hat rock " n" roll? I' m preparing for

tomorrow's meeting report.

— C

A.It's none of you bus iness.

B.No, I don't think so .

C . Sure.Sorry to disturb you.

4.-You mean... like becoming a publicly -traded company?

— That's right. A

A.It's somehting we should give serious consideration to.

B.It will st ill be a privately held company.

C.It will become a priva tely held company.

5.一 A

-Yes, business class.

A.Will you fly business class?

B.When do you plan to leave?

C.Where shall I make hotel reservat ion?

二 、词汇与结构（共计30分 ，每小题2分 ）

6一20 题：阅读下面的句子，从 A、B、C 三个选项中选出一个能填入 空白处的正确选项，井将答案序号 写在答题纸上 。

6.To attract investo rs , the government has C its tax and labor laws.

A.adapted B. applied

C.adjusted

7.Cooperating is simply working together A teammates the good of the team.

A.as. . . for B. wit h. . . at

C.for. . . on

8.That's something you can improve by talking to human B .

A.courses **B. resources**

C.sources

9.Among the critiques were allegations some franchise uses its political influence to increase its profits.

A.which B. what

C.that

1. behalf of Vancouver C&S Int'l Trade Corp. , I am pleased to invite you and your colleagues to visit us.

A.For  **B.On**

C.In

11.While the other people and discussed the problem together, Ted ignored them.

A.interacted B. intensive

C.Interviewed

12.Cus tome rs won't find store clerks sitting around .

A.to watch TV or play cards

B.watching TV or playing cards

C.watching TV or to play cards

13.There are more and more of software for accounting, this has made the different types of software more accessible in terms of costs and variety.

A.manufacturers B. manufacturing

C. manufactures

14.When the res t of the room emotional, stay cool and use logic to negotiate.

A.get B. gets

C. got

15.In business , whatever you do, do not illegal benefit.

A.chase B. choose

C. challenge

16.An on-line virtual supermarket the real supermarket, which makes it feel so real.

A.stimulates B. simulates

C. similar

17.The franchisor the franchisee should observe the regulations to make the business go well.

A.or B. as well as

C.either

18.The people in your department seem so and nice to be around.

A.capacity B. capably

C. Capable

19.At the same time , the negotiator keeps things secret would limit his/ her ability to negotiate.

A.who B.that

C. what

20.The same is true individual proprietorships.

A.of B. to

C.at

三、阅读理解（共40 分 ，每小题 4 分）

21一25 题：阅 读 下 列 短 文，从A、B、C 三个选项中选出一个正确答案，井将 答 案 序 号 写在 答题

纸上。

Passage 1

① Identif y the co unt r y or countries you will be travelling to. It is particularly important to know which countries you are travelling to because it determines where and how you are going to send your application.

•If you are intending to visit just one Schengen country, you will need to apply for the Schengen visa directly with the embassy or consulate of that particular count r y.

•If you are intending to visit two or more Schengen countries, your application must be sent to the embassy or consulate of the count r y that shall be you r main destination.

•If you are intending to visit several Schengen countries, but do not have a main destination, you should apply for the visa at th e embassy or consulate of the first Schengen country on your travel itinerary.

② Fill out an application form beforehand to obtain a Schengen visa. You can download and print off t he form online.

③ Prepare all the requirements for your Schengen visa application. Depending on the

consulate or embassy, you are required to s how the following documents:

•A valid national passport

•Evidence showing the purpose of your trip (e. g. hotel reservations)

•Proof of medical insurance

•A round - trip travel ticket

·•Proof of funds

④ C heck the processing time to ensure you get your Schengen visa on time. The processing time varies per embassy, so it is important to take the processing time into account when planning your trip.

21.This passage is mainly about .

A.what a Schengen visa is

B.who can apply for a Schengen visa

C.how to apply for a Schengen visa

22.If you are intending to visit two or more Schengen countnes, you will need to send your application

A.to the embassy or consulate of the count r y t ha t shall be your main destination

B.directly with the embassy or consulate of that particular country

C.to the embassy or consulate of the first Schengen country on your travel itinerary

23.You can download and print off the form

A.via your phone

B. on the Internet

C.by your friends

24.You are requi red to show the following documents EXCE PT

A.a round-t rip travel ticket

B. a valid nat ional pass port

C. a birth certificate

25.The processing time 1s per embassy.

A.different

B. the same

C. similar

26一30 题 ：请 根 据 短文内容判断给出的语句是否正确，正确的 写"T" , 错误的写" F" , 井将答案写在答题纸上。

Passage 2

Many of the banks and travel services in western provide a convenience for travelers by issuing traveler's checks.Travelers，when buying the checks，have to sign the checks in the presence of the bank or service clerks.During the trip，travelers can cash the checks from the agencies of the bank or the travel service whenever they need after their counter-signatures are recognized. A lot of travelers like to buy these checks as they don't have to take along much cash and worry about counterfeit signatures.The agencies will get back the money they have paid by sending the checks to the issuing offices.

Traveler's checks are generally of small face value，such as ten or twenty dollars，or five or ten pounds，for miscellaneous payments. There is no time limit for their circulation period.It is very profitable for the issuing offices to finance the funds they collect by issuing traveler's checks because they not only receive a service charge from the check buyers，but they also don't need to pay any interest no matter how long the checks remain in cireulation before clearing.This is why banks and travel services are willing to provide this convenience.

26.It is convenient for the travelers \_to travel around the world as many banks and travel services issue travelers ' checks.(T)

27.There are no signatures of travelers who have bought the checks.(F)

28.Quite a few travelers like to buy the checks.(T)

29.Travelers do not worry about the circulation period of the checks as there is no time limit for it.(T)

30.Banks and travel services are reluctant to provide travelers' checks.(F)

四、写作（ 共 20 分）

31: 根据要求写作文。

假定你是马淑云，两周前你从网上订购了一 套英语书虫系列读物( Bookworm Series), 昨天才到货，且包装破损、数量不足。请就此向网店客服写封投诉信。

要点如下：

( 1 ) 介绍 购物情况；

( 2 ) 反映存在问题；

( 3 ) 提出解决方案。

参考范文:

To whom it may concern，

I'm one of your customers. I ordered a set of Bookworm Series on your website twoweeks ago，but I didn't receive them until yesterday. And much to my disappointment，thebooks were so poorly packed up that the cover of one book was torn.To make mattersworse，it is not a complete set，as 1 found one book missing.

I'm 'sorry to have received such poor service，and l believe I have every right to ask youto deal with this problem. 1 hope that you either return my money or deliver a new set ofbooks to me. Besides，1'd like to be informed of the process of your dealing with mycomplaint.

Looking forward to your reply.

Ma Shuyun

试卷代号:1391

国家开放大学(中央广播电视大学)2018年春季学期“开放本科”期末考试

商务英语4试题

2018年7月

注意事项

一、将你的学号、姓名及分校(工作站)名称填写在答题纸的规定栏内。考试结束后,把试卷和答题纸放在桌上。试卷和答题纸均不得带出考场。监考人收完考卷和答题纸后才可离开考场。

二、仔细读懂题目的说明,并按题目要求答题。答案一定要写在答题纸的指定位置上,写在试卷上的答案无效。

三、用蓝、黑圆珠笔或钢笔答题,使用铅笔答题无效。

四、考试时间为60分钟。

一、交际用语(共计10分,每小题2分)

1-5题:选择正确的语句完成下面对话,并将答案序号写在答题纸上。护自面不与国:限03-5

1. 一Hello, is that Sail Moving Company?

—

A. Yes, this is Jack speaking. Thanks for calling. What can we do for you?

B. Yes, I'm Jack. Thanks for calling. What can we do for you?

C. Yes, speaking. What can I do for you?

1. - What does the customer's complaint say?

—

A. He says he will write us a thank-you letter.

B. He says he hasn't gotten back the monitor for repairs.

C. He wants to know whether we could give him a discount.

3.一I thought that if I could get your support first, it might make getting approval

easier.

—

A. Well, you've got my support on this.

B. We will need another four thousand dollars to cover the cost.

C. You only need a budget increase for the first order.

4.一What is the distance between the new building and your office?

—

A. It is near to the bus stop.

B. It is about 15 kilometers.

C. It is very close.

5.一Henry, what do you think of the new team?

— I think the team is starting to get along quite nicely.

A. Yes, you're right.

B. Not so good.

C. Very well on the whole.

二、词汇与结构(共计30分,每小题2分)

6- -20题:阅读下面的句子，从A、B、C三个选项中选出一个能填入空白处的正确选项，并将答

案序号写在答题纸上。

6. We used to cash advances.

A. had

B. having

C. Have

7. Better understanding of team work can make you a more effective employee and give

you an extra in your corporate office.

A. edge

B. badge

C. Age

8. The bottom half shows this money came from.

A. where

B. what

C. Why

9. Can you fill me ? I need some detailed information.

A. out

B. up

C. In

10. That's something you can improve by talking to human .

A. courses

B. resources

C. Sources

11. What's more, it's not always so for us to pay online as hackers might steal our username and password.

A. safety

B. safe

C. Safely

12. Trademarks, proprietary service marks and regulations need carefully.

A. to be observed

B. be observed

C. being observed

13. For a limited company, this will include the money issuing shares, and is known as the share capital.

A. raise for

B. raised by

C. raising at

14. Some in the market now want government in order to reduce costs.

A. regulate

B. regulation

C. Regular

1. behalf of Vancouver C&S Int'l Trade Corp., I am pleased to invite you and your colleagues to visit us.

A. For

B. In

C. On

1. Sometimes I surf online shops to check some related information, and then go to a physical store to do the shopping.

A.actual

B. simulated

C. Virtual

17. Some stores even offer lanes for customers with 10 items or less to checkout quickly.

A. expire

B. express

C. exact

18. you have a job, you may be in the market for another one.

A. Even if

B. When

C. Since

19. has good reputation will sooner or later be successful in his business.

A. whatever

B. whoever

C. whosever

20. Can you tell us why you think this makes good business to you?

A. deal

B. program

C. sense

三、阅读理解(共40分,每小题4分)

21- -25题:阅读下列短文,从A、B、C三个选项中选出一个正确答案,并将答案序号写在答题

纸上。

Passage 1

Cyber Monday rocked while mobile sales roared.

The day widely regarded as the Super Bowl of online sales created a record day for retailers, including Walmart, and marked a shift in shopping preferences as smartphones and tablets drove nearly a third of traffic一and for some retailers, more than half.

Walmart. com expects to register its biggest Cyber Monday yet, coming off a record Black Friday weekend online. Heading into the afternoo Monday, the website had already sold out of PlayStation 4 and Xbox One consoles, which weren' t even discounted. Significant savings on TVs and tablets also encouraged shopping, says Joel Anderson, CEO of Walmart. com.

Retailers from Target to Sears are fast evolving Cyber Monday into something more akin to Cyber Week, as online deals stretch well beyond Monday.

As of 6 p. m. ET, sales on Amazon were up 44.3% over last year, while sales at eBay were up 32.1% , according to Channel Advisor，which tracks third-party sellers on eBay and Amazon. The online marketplaces are doing well in part because shoppers are heading to those sites to find popular products that are selling out at regular retailers, says Scot Wingo, CEO of Channel Advisor.

Flash-sale site Rue La La started Cyber Monday deals on Sunday with a“Cyberthon" that drew more than 350,000 people to the site. The sale promoted as much as 80% off on more than 150 brands. On Monday, sales of Cole Haan and Pandora Jewelry merchandise were strongest, CEO Steve Davis says.

21. Retailers used mobile devices and drove nearly a third of traffic, or even more than half to online shopping. As we know that doesn't belong to the mobile device.

A. tablets

B. smartphones

C. personal computer

1. PlayStation 4 and Xbox One consoles were sold out on the afternoon

Monday although they weren't even discounted.

A. eBay. com

B. Walmart. com

C. Amazon. Com

23. According to sales on Amazon were up 44.3% over last year, while sales at eBay were up 32.1%.

A. Walmart

B. Rue La La

C. Channel Advisor

24. Cyber Monday deals on Sunday with a“Cyberthon" that drew more than people to the site.

A.350 ,000，

B.35 ,000

C.3,500,000

1. We can infer from the passage isn't an online retailer.

A. Sears

B. Channel Advisor

C. Walmart

26- -30 题:请根据短文内容判断给出的语句是否正确,正确的写"T”,错误的写"F",并将答案

写在答题纸.上。

Passage 2

Many of the banks and travel services in western provide a convenience for travelers by

issuing traveler's checks. Travelers, when buying the checks, have to sign the checks in the

presence of the bank or service clerks. During the trip, travelers can cash the checks from

the agencies of the bank or the travel service whenever they need after their counter-

signatures are recognized. A lot of travelers like to buy these checks as they don't have to

take along much cash and worry about counterfeit signatures. The agencies will get back the

money they have paid by sending the checks to the issuing ffices.

Traveler's checks are generally of small face value, such as ten or twenty dollars, or

five or ten pounds, for micellanecous payments. There is no time limit for their circulation

period. It is very profitable for the isuing ofices to finance the funds they cllet by issuing

traveler's checks because they not only receive a service charge from the check buyers, but

they also don't need to pay any interest no matter how long the checks remain in circulation

before clearing. This is why banks and travel services are willing to provide this

convenience.

26. It is convenient for the travelers to travel around the world as many banks and travel

services issue travelers' checks.（T）

27. There are no signatures of travelers who have bought the checks.（F）

28. Quite a few travelers like to buy the checks.（T）

29. Travelers do not worry about the circulation period of the checks as there is no time limit for it.（T）

1. Banks and travel services are reluctant to provide travelers' checks.（F）

四、写作(共20分)

31:根据要求写作文.

Write an invitation letter to your business partners and invite them to China according to

the following information.

● Your name and position: Simon Zhang, President of Tianjin Trust Int'l Trade Co.，Ltd;

● Your business partners: Mr. James Laird, and Mr. Luke Smith;

● Time of visit: between Jan.28 and Feb.4, 2017;

● Purpose of visit: potential financing;

● Expenses to be borne by: your business partners.

参考范文:

Dec.22, 2016

Dear Mr. James Laird,

On behalf of Tianjin Trust Int'l Trade Co.，Ltd. ，I would like to invite you and your

colleague Mr. Luke Smith, to visit us between Jan, 28 and Feb.4, 2017 for the purpose of

potential financing in the near future.

We both understand that your company will be responsible for all the expenses for your

visit to and within China. Although we expect your visit and wish fruitful outcomes between

us, Tianjin Trust Int'l Trade Co.，Ltd. is not responsible for any financial aspects of your

trip to and within China.

I look forward to welcoming you both in Tianjin and pray that you have a wonderful

trip.

Yours sincerely,

Simon Zhang

试卷代号:1391

国家开放大学(中央广播电视大学)2017年春季学期“开放本科”期末考试

商务英语4试题

2018年1月

注意事项

一、将你的学号、姓名及分校(工作站)名称填写在答题纸的规定栏内。考试结束后,把试卷和答题纸放在桌上。试卷和答题纸均不得带出考场。监考人收完考卷和答题纸后才可离开考场。

二、仔细读懂题目的说明,并按题目要求答题。答案一定要写在答题纸的指定位置上,写在试卷上的答案无效。

三、用蓝、黑圆珠笔或钢笔答题,使用铅笔答题无效。

四、考试时间为60分钟。

一、交际用语(共计10分,每小题2分)

1-5题:选撣正确的语句完成下面对话,并将答案序号写在答题纸上。

1.一Betty, we'll have a buffet party next Saturday. Will you join us?

— ，Susan. Thank you!

A.I'dloveto

B. I'm afraid not

C. By no means

2.一I am going to ask for a pay rise.

—

A. I don't think you are worth.

B. Let me pay for it.

C. I think you may talk to your boss.

3. - I had a really good weekend at the seaside.

—

A. Oh, that's very nice of you.

B. Oh, I'm glad to hear that.

C. It's a pleasure.

4.一Okay, what is the decision?

一As you know... we have been a privately held, family-owned company for over

120 years, .

A. and I think it definitely has a bright future

B. but it may be time to consider some major changes

C. but the company faces tough competition

5.一I'll be away on a business trip. Would you mind signing for my express delivery?

—

A.1 have no time.

B. I'd rather not.

C. I'd be happy to.

二、词汇与结构(共计30分，每小题2分)

6- -20 题:阅读下面的句子,从A.B、C三个选项中选出一个能填入空白处的正确选项,并将答

案序号写在答题纸上。

6. Customers won't find store clerks sitting around

A. watching TV or playing cards

B. to watch TV or play cards

C. watching TV or to play cards

7. The instruction describes completely the and its safety basis.

A. faculty

B. facilitate

C. Facility

8. I couldn't agree more. That's I only do street shopping.

A. whether

B. because

C. Why

9. Can you fill me ? I need some detailed information,

A. in

B. up

C. Out

10.1 really the effort you have put in on your team' s current project,

A. thank

B. grateful

C. Appreciate

11. The long-term assets are known as assets.

A. fixed

B. current

C. Net

12. Large organizations will find impossible to manage all these data if manual accounting were used.

A. what

B. that

C. It

13. For a limited company, this will include the money issuing shares, and is known as the share capital.

A. raise for

B. raised by

C. raising at

14. We didn't understand how difficult it was to such a breakfast.

A. district

B. distribute

C. Distract

15. The people in your department seem so and nice to be around.

A. capacity

B. capably

C. Capable

16. Well, the day we offer stock for sale is the day we will see how much there is in our company.

A. fact

B. fate

C. faith

17. Respecting fellow teammates keeps everyone in a good and encourages overall team spirit.

A. mood

B. state

C. Situation

18.We used to cash advances.

A. had

B. having

C. Have

19. Teammates who have team spirit are more satisfied their team activities.

A. to

B. with

C. At

20. To attract investors, the government has its tax and labor laws.

A. adapted

B. applied

C. Adjusted

三、阅读理解(共40分,每小题4分)

21- -25 题:阅读下列短文,从A、B、C三个选项中选出一个正确答案,并将答案序号写在答题

纸上。

Passage 1

Businesses are structured in different ways to meet different needs. The simplest form

of business is called an individual or sole proprietorship. The proprietor owns all of the

property of the business and is responsible for everything.

Another kind of business is a partnership. Two or more people go into business

together. An agreement is usually needed to decide how much of the partnership each person

controls. One kind of partnership is called a limited liability partnership. These have full

partners and limited partners. Limited partners may not share as much in the profits, but

they also have less responsibility for the business. Doctors, lawyers and accountants often

form partnerships to share their risks and profits. A husband and wife can form a business

partnership together. Partnerships exist only for as long as the owners remain alive. The

same is true of individual proprietorships.

But corporations are designed to have an unlimited lifetime. A corporation is the most

complex kind of business organization. Corporations can sell stock as a way to raise money.

Stocks represent shares of ownership in a company. Investors who buy stock can trade their

shares or keep them as long as the company is in business.

A corporation is recognized as an entity- its own legal being, separate from its owners.

A board of directors controls corporate policies. The directors appoint top company oficers.

The directors might or might not hold shares in the corporation. Corporations can have a few

major shareholders, or ownership can be spread among the general public. But not all

corporations are traditional businesses that sell stock. Some non-profit groups are also

organized as corporations.

21. This passage is mainly about

A. why different forms of business run

B. when different forms of business raise money

C. how different forms of business are organized

22. What is usually needed to decide the portion of the partnership each person

controls?

A. A rule.

B. An agreerment.

C. A regulation.

23. Who are not included in limited liability partnerships?

A. Full partners.

B. Limited partners.

C. Unlimited partners.

24. How can corporations raise money?

A. By selling stock.

B. By buying stock.

C. By holding corporation shares.

25. Who controls corporate policies in a corporation?

A. Chairman of the board.

B. A board of directors.

C. The owner of the corporation.

26- -30题:请根据短文内容判断给出的语句是否正确,正确的写“T”,错误的写“F",并将答案

写在答题纸上。

Passage 2

The Royal Swedish Academy of Sciences awarded the Nobel Prize in economics to three

Americans, Eugene Fama, Lars Peter Hansen and Robert Shiller on Oct. 14, 2013. Eugene

Fama and Lars Peter Hansen are both professors at the University of Chicago. Robert Shiller

is a pofessr at Yale University. They will share the prize worth about 1.2 milin dllasa.

"This year' s prize in economic sciences is about predictions. ”All three of this year's

prize winners are mainly known for their research and explanations of pricing forces in

financial markets. They have had a big influence on the way people look at and talk about

financial markets.

Eugene Fama's research on financial markets in the 1960s led market watchers to

change their ideas about investing. His ideas are linked to the theory that markets are

efficient, which means market actors taking all available information to create the correct

price for things at any given time. This also means that over short periods of time, it is not

possible to predict prices.

Robert Shiller found, however, that over long periods, the opposite is true. It is

possible to predict the movement of prices and that price changes are linked to human

behavior.

The findings of both economists have led to the growth of index funds, investing many

dfferent securities as a way to reduce risk. Mr Shiller also helped to create the Standard &

Poor’s Case- Shiller home prices index. That index fllows home prices across the United States.

Lars Peter Hansen developed a method for studying historical pricing information. His

method supports Mr Shiller's findings and has influenced efforts to predict prices in the

financial industry.

The Nobel Prize in economics was not created by Alfred Nobel, but was established in

his memory by Sweden's central bank in 1968.

26. The Royal Swedish Academy of Sciences awarded the Nobel Prize in electronics to

three Americans on Oct. 14, 2013.(F)

27. Eugene Fama， Lars Peter Hansen and Robert Shiller won the prize for their

research and explanations of pricing forces in financial markets.(T)

28. Eugene Fama's research on financial markets in the 1960s resulted in some change

in how market watchers look at investing.(T)

29. The findings of both economists have led to the growth of price prediction,

investing many different securities as a way to reduce risk.(F)

30. The Nobel Prize in economics was established in memory of Alfred Nobel by

Sweden's central bank in 1968.(T)