题目随机，请使用查找功能搜素

单元自测1

第一大题：选择填空(每题10分，共 5 题)

- Can you please tell me about your responsibilities?

答案：A.Yes. I was in charge of the northwest region of China.

- Could you give me an example of good team working there?

答案：C.Sure. I was the treasurer of the Students' Union.

- I believed Ted only from his resume. In fact he is not qualified for his job.

答案：C.Oh, it's such a pity!

- We had a very small budget and I had to make decisions on what

to buy. -.so you' re a good planner.

答案：C.Very impressive

- Hello, I'm John Taylor, the General Manager. And you must be......

答案：A.Daniel Anderson.

A conversation between an interviewee and the interviewers.

答案：B.goes on

At university I never my assignments in late.

答案：B. handed

Domingo Cafe, a modern European style cafe,is in the area.

答案：B.downtown

However nowadays, people often find such advertisements on a website.

答案：B.more

I believe team work important.

答案：B.is

I was the of the Students' Union.

答案：C.treasurer

I'm particularly proud of I organized the finances.

答案：A.how

The company's Human Resources department will then select the most suitable people to an interview.

答案：A.attend

Then people, are interested, can apply for the job.

答案：C. who

When a company needs to new people,it may advertise the job in a newspaper or on a website.

答案：A.employ

第二大题： 完形填空(阅读理解选择、判断、翻译等)

从下列带 ★ 题库中抽其中 1 个试题! ! !

★ 翻译：从以下 A、B、C 三个选项中选出与英文最适合的中文翻译。

1. A job interview is a kind of employment test and usually very formal.

答案：B.求职面试是一种就业测试，通常都很正式。

2. In order to be employed, you need to make a very good first impression.

答案：C.为了得到工作，你需要给人一个良好的第一印象。

3. It looks like you achieved a lot during your time at university.

答案：B.看起来你在上大学时取得了很大成就。

4. If you need any help, please feel free to contact Mr.Zhang.

答案：A.如果你需要任何帮助，请随时联系张先生。

5. They send in a letter(or an email)and also a resume as well.

答案：A.他们发一封信(或电子邮件),同时也发一份简历。

★ 请听下面的对话，根据对话内容进行判断，正确为 T,错误为 F。

U1- Task 3.mp3

1. Daniel invited John to the job interview.

答案：F

2. Daniel worked in Corporate Pan-Asia for 6 years.

答案：F

3. Daniel was in charge of the southwest region of Canada.

答案：F

4. A 50increase in sales over a three-month period proved Daniel

a good manager.

答案：T

5. Teamwork helped Daniel achieve an outstanding increase.

答案：T

★ 听力 理解：请听下面的对话，根据对话内容从 A、B、C 三个选项中

选出一个最佳选项。

If you don't have much experience of making phone calls in English, making a business call can be a worrying experience.Most

1. If you don't have much experience of making phone calls in English, making a business call can be .

答案：C.a painful thing

2. Most business people prepare for an important phone call in a foreign language by making notes in advance because .

答案：B.their foreign language isn't so good

3. When the speakers reach an agreement on the phone, will send a fax or e-mail in order to confirm the main points that were made.

答案：A.one of them

4. What does IT refer to in the first sentence in Paragraph Four- --it's a good idea to repeat any important information (especially numbers and names)back to the other person to make sure you’ve got IT right?

答案：A.important information

5. The best title of this passage is

答案：B.Business Calls

★ 阅读理解：阅读下面的短文，根据文章内容从 A、B、C 三个选项中选出一个最佳选项。

HOW TO EMPLOY AND APPLY

When a company needs to employ new people, it may advertise the job in a newspaper or on a website. However nowadays, people more often find such advertisements on a website.

Then people, who are interested, can apply for the job. They send in

1. According to the passage, where can we find job advertisements more often nowadays?

答案：C.0n a website.

2. How do people apply for a job?

答案：B.By email.

3. Besides the application letter, what else is also important?

答案：A.A resume.

4. What do companies provide to job applicants nowadays before they apply for jobs?

答案：A.A standard form.

5. Who is in charge of selecting the applicants for the coming interview?.

答案：B. The Human Resources Department.

★ 阅读理解：阅读下面的对话，选择合适的内容将对话补充完整。

JOHN :Thank you for agreeing to meet with me today.

DANIEL:

答案：C

JOHN:I can see from your resume you were

答案：D

DANIEL:Sure.

JOHN:

答案：A

DANIEL:Yes. I was in charge of the northwest region of China. As a manager, I was responsible for a 50increase in sales over a threemonth period.

答案：E JOHN:

DANIEL;Thanks. JOHN:What are the key reasons that helped you to achieve such an

outstanding increase?

DANIEL:

答案：B

A.Can you please tell me about your responsibilities?

B.I believe teamwork is important.

C. Thank you for inviting me.

D. in charge of sales for Corporate Pan-Asia from 2008 to 2012.

E.Very impressive.

单元自测 2

第一大题：选择填空(每题10分，共 5 题)

- Please make a detailed schedule for me.

答案：B.Yes, I will.

- We'll have the sales meeting at 2:00 tomorrow afternoon, won't we?

答案：C.Yes. After the meeting, we'11 leave for Shanghai.

- Well ,after my report, there' 1l be a break for refreshments.

答案：A.All right, I see.

- When will you meet the general manager of Nile Co.,Mr. Smith?

答案：A. At 10:00 tomorrow morning.

- Where shall we have the meeting?

答案：A. In the first conference room.

China held the 22nd APEC economic leader's meeting in Beijing in 2014.

答案：C.informal

The marketing department the sales for the last six months,

答案：A.has summarized

The meeting suggested the loan first.

答案：A.repaying

The next shareholder's meeting was at the end of this year.

答案：A. scheduled

The seminar is about the new staff members.

答案：B.training

The ten-day display and sale finished tomorrow.

答案：B.will be

There are some visitors to our marketing department next week.

答案：B.coming

There was in the meeting room as the general manager predicted the company's sales target.

答案：A.silence

They have no good plan for advertising on TV.

答案：C.seem to

Would you like to a personal interview?

答案：B.arrange

第二大题： 完形填空(阅读理解选择、判断、翻译等)(共 50 分)

★ 翻译：从以下 A、B、C 三个选项中选出与英文最适合的中文翻译。

1. We've prepared the name cards to be put on the conference table for guests to sit by.

答案：C.我们已经准备在会议桌上放置桌签，以便来宾按桌签就坐。

2. It’s a way to avoid uncomfortable silences and build stronger relationships.

答案：B.这是一种避免不自在的沉默并且建立更牢固关系的方式。

3. Then the report was followed by a heated discussion.

答案：A.报告之后是大家热烈的讨论。

4. When familiar guests meet each other,a greeting with a friendly smiling, nodding or shaking hands is usually a decent way to show your good manners.

答案：A.当与熟悉的人见面时，以友好的微笑、点头或者握手致意，通常是一种显示良好教养的得体方式。

5. If there are any items you would like to list on the agenda, please let me know by e-mail before the end of this week.

答案：B.如果各位有想纳入会议议程表的事项，请在本周末之前通过电子邮件与我联系。

★ 听力 理解；请听下面的对话，根据对话内容从 A、B、C 三个选项中选出一个最佳选项。

1. What did John ask Linda to do for him?

答案：B.He asked her to make a detailed schedule for him.

2. What is Mr. Jones' s position in his company?

答案：B.He is the general manager of Nile Co.

3. What will they do at 2:30 tomorrow afternoon?

答案：C. They' 11 have a board meeting.

4. The board meeting will be finished at tomorrow afternoon.

答案：B.3:30

5. Who'11 meet Mr. Lee tomorrow afternoon?

答案：A.Bob

★ 阅读理解：阅读下面的短文，根据文章内容从 A、B、C 三个选项中

选出一个最佳选项。

Does everyone in your office always agree all the time? When

someone makes a suggestion, does everyone just smile and nod in

agreement? When you bring forward an idea, do people just accept it?

Well, if you answered yes to any of these questions, you are in an

extremely unusual workplace. People are people, And people butt

heads. They disagree, they argue, and they fight.You can't get around

it.But you can learn to deal with it.

To hold your own, you need to learn how to argue effectively. If

you've got an opinion, you need to defend it. And if you have a problem

with something a colleague has done, you need to let them know. This can

make for some difficult discussions and meetings, but this is just a

part of life and business.

So how can you argue effectively? Well, you need several skills.

1. From the first paragraph we can know that in the office ,

答案：A.people sometimes argue

2. And people butt head means

答案：C. people don't always agree well with each other

3. The writer suggests that if you get an opinion, you need to

答案：C.argue in support of it

4. You need several skills to

答案：B.argue effectively

5. The main point of this passage is about

答案：A.the fact of disagreement and argument in the office

★ 阅读理解：阅读下面的短文，根据文章内容从 A、B、C 三个选项中选出一个最佳选项。

MONTHLY MEETING MINUTES OF BOARD OF DIRECTORS

Time:2:30 p.m., March 5,2015 Place:Conference room, second floor of 3T Co.Ltd.

Participants;All the directors Chairman:Chairman of the board, Mr.William Forest

1. Who are the meeting participants?

答案：B. The directors.

2. How many activities does the meeting have?

答案：C. The interviewees.

3. Mr .William Forest made a report this season.

答案：C.on the work and total sales of the company

4. What did all the directors agree to do?

答案：C.To have a press conference for the company next month.

5. How long did the meeting last?

答案：B.1 hour.

★ 阅读理解：阅读下面的短文，根据文章内容进行判断，正确为 T,错误为F。

SMALL TALK BEFORE A MEETING

This is a situation you've probably experienced many times:you arrive for a meeting ten minutes early. There are several people already there. You say hello and then … What do you talk about?

1. Small talk is a kind of formal dialog.

答案：F

2. The term small talk means there are only two persons in the

dialog.

答案：F

3. Small talk is a useful ice-breaker and can build stronger

relationships.

答案：T

4. Small talk is not at all important.

答案：F

5. Making small talk will allow you to be a member of a group.

答案：T

★ 阅读理解：阅读下面的对话，选择合适的内容将对话补充完整。

JOHN :Good morning, Linda. There’ 1l be some people visiting our

company tomorrow.Please make a detailed schedule for me.

LINDA:Could you tell me who they are, Mr.Taylor?

JOHN:

答案：C

LINDA:We'11 have the board meeting at 2:30 tomorrow afternoon, won't we?

JOHN:

答案：E

LINDA:But the sales manager of Lee Brothers’,Mr, Lee, just called and insisted on seeing you tomorrow afternoon.

JOHN:

答案：A

LINDA:He said that he would leave for London at 5:00 p.m.tomorrow.

JOHN:

答案：B

LINDA:Yes,Mr. Taylor.

JOHN:

答案：D

LINDA:No problem,Mr.Taylor.

A.Oh, The board meeting will be finished at about 3:30.You could arrange his appointment after that.

B.Al1 right, then tell David to meet him tomorrow afternoon.

C.0K, they are Mr. Jones, general manager of Nile Co.and Mr. Brown, president of Best way Co.

D.Could you give me the schedule before 4 o'clock this afternoon?

E.Yes.After the board meeting, we'l1 meet the guests.It's important to have them all here.

单元自测 3

第一大题：选择填空(每题10分，共 5 题)

- Do you have any suggestions about it?

答案：B.After I read it in detail,I will tell you my opinion.

- Hi Bob, I'd like to congratulate you on the progress of Beihai project.

答案：C. Thank you, John. It is really an interesting project.

- Let me show you how to use the printer.

答案：C.Thanks for your help.

- Mr .Taylor,this is the project plan you asked me to make last week.

答案：B.Sure. That' s a quick job.

- Would you please let me know something more about the project?

答案：B.OK, I have divided my report into three parts, the first part is an overview of the project.

Actually , buyers are the group of people want to buy certain goods or services.

答案：C.who

I have finished your project plan.

答案：B.reading

I hope our plan will by the board.

答案：C.be approved

I'm sure you can things out.

答案：C.straighten

It seems that the new project in Nanjing will be even than your current project.

答案：B.good

Markets are the system that some people's demands and some other people' s supplies.

答案：B.bridges

Now ,we have enlarged and our domestic market and European

market.

答案：B.consolidated

Prices may change quickly if supply or demand

答案：C.changes

Sometimes buyers only purchase some , tangible or intangible.

答案：B.assets

The third part is the results.

答案：B.expected

第二大题： 完形填空(阅读理解选择、判断、翻译等)(共 50 分)

从下列带 ★ 题库中抽其中 1 个试题! ! !

★ 翻译：从以下 A、B、C 三个选项中选出与英文最适合的中文翻译。

1. No problem, I will handle it for you.

答案：C.没问题，我来替你处理这个事情。

2. A free market is an economic system in which the price of goods and services is affected by supply and demand rather than controlled by a government.

答案：A.自由市场是一种经济体系，其中的商品和服务价格往往受供给和需

求的影响，而不是由政府来控制。

3. However , some tend to purchase intangible ones,like shares, futures,etc.

答案：B.然而，一些人趋向购买无形的资产，例如股票、期货等。

4. So in markets, price matters a lot.

答案：A.所以在市场上，价格很重要。

5. The profits of our company increases steadily.

答案：C.我们公司的利润稳步增长。

★ 听力 理解：请听下面的对话，根据对话内容进行判断，正确为 T,错误为F。

1. In the conversation Bob and John talk about three projects in

total.

答案：T

2. According to Bob, the Beihai project is the most exciting one.

答案：F

3. Bob has already finished the Beihai project and is going to

work on the Jinan project.

答案：F

4. The board will decide whether to approve or disapprove Bob's

plan on the Nanjing project

.

答案：T

5. Bob seems to have some problems in the current project.

答案：T

二、阅读理解：阅读下面的短文，根据文章内容从 A、B、C 三个选项

中选出一个最佳选项。

CUSTOMER REFERRAL

From:Bob Smith<bobsmith@3texport. com>

To:Tompson Harris<tompsonharris@gmail.com>

10:12 AM, Monday, Dec.21,2015

Dear Mr.Harris,

Thank you for your cooperation for our business in the recent years.With your great help and support,we have tripled our products in

1. How does Bob begin with his email?

答案：C.With presenting thanks for help and support.

2. What's the current situation of Bob's company?

答案：A. Very good.

3. What are the market areas of Bob' s company?

答案：C.Domestic and European market.

4. What is the recent plan of Bob's company?

答案：B.To explore the North American market.

5. What is the purpose of the email?

答案：B.To ask for the introduction of some business partners in

North America.

★ 阅读理解：阅读下面的短文，根据文章内容从 A、B、C 三个选项中

选出一个最佳选项。

You may get consumers who want very high quality services satisfied, but at a higher price. And the people who want no-frills service and cheap product will also get it at the other end of the

1. From the first paragraph of the passage we can know that usually there are kinds of consumers who may get satisfied in a market.

答案：A.two

2. What does it in the first sentence of paragraph 2 refer to?

答案：C. The benefit of competition

3. The sentence in paragraph 1So competition allows a range of variety to occur in a market means

答案：A.competition makes the market supply various products and services

4. On the demand side competition also appropriately,

答案：B.makes consumer rational

5. The best title of this passage is

答案：B.The Benefit of Competition

★ 阅读理解：阅读下面的对话，选择合适的内容将对话补充完整。

JOHN :It seems that the new project in Nanjing will be even better than your current project....

BOB: That is really an exciting project, and I hope our plan

will be approved by the board.

答案：C

JOHN:Good luck! But unfortunately,from what I've seen so

far,

答案：D

the Jinan project does not seem to

答案：E.

Is there any problem I can help with?

BOB:Don't worry! Please believe me that and I'll get it back

on track soon.

答案：A

JOHN:I'm sure you can straighten things out.Well, , Bob.

答案：B

A.everything is under control

B.keep up the good work

C. You got it!

D. I must mention that

E.be up to your usual standard

单元自测 4

第一大题：选择填空(每题10分，共 5 题)

从下列选择题库中抽 2 个小题! ! !

- When can you effect shipment? I'm worried about late shipment.

答案：A.About in June.

-Good morning. Far East Logistics Company. This is Lin Hanxue.May I help you?

答案：B.Good morning, Ms. Lin. This is Daniel Anderson speaking.

- May I know the cost for a 20 feet container from Guangzhou to LA?

答案：A. It's 2,300 US dollars.

- Mr .Taylor,nice to see you again.Welcome to our company.

答案：B. Thank you, Ms. Lin. I've come to see your packing for our woolen gloves.

- 0h ,but how long will it take to reach LA?

答案：B.Usually it takes around 12 days.

the expansion of international trade, the container service has become popular。

答案：C.With

As a rule, the buyer is responsible for a ship or booking the shipping space.

答案：A.chartering

But the charge will be and it also slows down delivery.

答案：A.higher

Could you use cardboard boxes the shoes?

答案：C.to pack

Goods are carried by several of transport--on road or

rail, by sea or air.

答案：A.means

I packing in wooden cases.

答案：B.prefer

I'd like to know what time we can get the container it is

in the port,

答案：B.when

Small holes should be made in the cloth to let the moisture

out.

答案：B. waterproof

The woolen gloves should in twenty boxes.

答案：C.be packed

We usually ship the goods by regular

答案：C.liner

第二大题： 完形填空(阅读理解选择、判断、翻译等)(共50 分)

从下列带 ★ 题库中抽其中 1 个试题! ! !

★ 翻译：从以下 A、B、C 三个选项中选出与英文最适合的中文翻译。

1. We usually make a direct shipment unless the customers require transshipment.

答案：B.我们通常采取直运，除非客户要求转运。

2. It takes around two working days to unload the containers.

答案：A.卸下这些集装箱大概需要用两个工作日。

3. Transport plays an important part in international business

because goods produced have to be delivered to the buyers abroad.

答案：C.运输在国际贸易当中起着重要的作用，因为生产出的产品需要发送

给国外的购买者。

4. All the boxes should be packed in a carton.

答案：A.所有的盒子都应当装在纸板箱里。

5. Modern logistics is one of the most exciting jobs in the world.

答案：B.现代物流是世界上最激动人心的工作之一。

★ 听力 理解：请听下面的对话，根据对话内容填入相应的句子或短语。

U4 - Task 4-01.mp3

1. Could you tell me how you ship the goods?

答案：C

2. But we hope you can make a direct shipment.

答案：E

3. When can you effect shipment? I'm worried about late

shipment.

答案：A

4. That'11 be too late.Can you do something about it to advance

the shipment to April.

答案：B

5. Will you take the responsibility of chartering a ship.

答案：D

A.Around in June.

B.It'11 be hard to handle.The aerliest possible date of delivery would be the end of May.

C.We really ship the goods by regular liner.

D.Under FOB terms, the buyer is responsible for chartering a ship or booking the shipping space.

E. It'll be hard to handle. The aerliest possible date of delivery would be the end of May.

★ 阅读理解：阅读下面的短文，根据文章内容从 A、B、C 三个选项中

选出一个最佳选项。

Exports are either raw materials or manufactured goods. Raw materials are products of the land, such as cotton, timber or rubber.Someaw materials, such as iron ore, come from mines.

1. From the first sentence of the passage we can know that there are kinds of exports.

答案：A.two

2. Raw materials are often exported by the countries that produce them to other countries where

答案：B.they are made into finished products

3. The countries which produce food for export, for example,meat, sugar, or cereals such as wheat and maize are countries.

答案：C.agricultural

4. An industrialized country usually has to import foodstuffs because

答案：A.it cannot always produce enough food for its own needs

5. The best title of this passage is

答案：B.Export

★ 阅读理解：阅读下面的短文，根据文章内容从 A、B、C 三个选项中选出一个最佳选项。

February 1,2015

Dear Ms.Lin,

Special Requirements for Packing(0rder No.MI 063)With reference to the order of woolen gloves above, the packing instructions 1(list) as follows: The woolen gloves 2(pack) in twenty

1. The woolen gloves should be

答案：C. packed in twenty boxes

2. All the boxes were put close together

答案：B.to avoid being crushed

3. The carton was strapped with metal bands outside

答案：A.to be strong enough

4. To let the moisture out, small holes should be made

答案：B.in the waterproof cloth

5. The main purpose of the letter is to

答案：B.follow packing instructions

★ 阅读理解：阅读下面的短文，根据文章内容进行判断，正确为 T,错误为F。

INTERNATIONAL TRANSPORTATION

Transportation plays an important part in international business because goods produced have to be delivered to the buyers abroad,and the delivery of goods is to be made possible by transportation services. Goods are carried by several means of transportation-on road

1. Transportation plays an important part in international business

because goods produced have to be sent to everywhere in the world.

答案：F

2. Usually goods are carried by many ways of transportation.

答案：F

3. In recent years, combined transportation which is a road-searail carriage appeared.

答案：T

4. With the expansion of international trade, the container service

has become popular.

答案：T

5. The use of containers gives a very helpful method of transportation by air.

答案：F

★ 阅读理解：阅读下面的对话，选择合适的内容将对话补充完整。

Hanxue :Well,we have several ways of

答案：D

Daniel:Good.A nice wrapping that catches the eye will certainlyhelp push sales.Hanxue:Right, the woolen gloves appeal to the eye as well as to the purse.Daniel: ?

答案：B

Hanxue:We'll pack them a dozen in a cardboard box,

答案：E

Daniel:Why not wooden cases?

答案：A

Hanxue:But the charge will be higher and it also slows downdelivery Daniel:I see. I'll

答案：C

Hanxue:Please do. I'll be waiting for your early reply.

A. They are stronger for sea shipment

B. How do you pack them.

C.contact home soon for instructions

D. packing woolen gloves for sea shipment and for shelf selling

E.each with 6 different colors, ten boxes in a carton

单元自测 5

第一大题：选择填空(每题10分，共 5 题)

- Hello ,David! I haven't heard from you for a long time. How have you been recently?

答案：A.Not bad, thank you.

- Hi ,Lily, what' s up with Mike? I heard the boss yelling at Mike earlier today.

答案：B. It's said that Mike made a mistake and then tried to cover it up.

-I bet that Mike wished you had told him that earlier.

答案：B.Well, Mike isn't a fool, he won't do that again.

- 0h .But why didn't he just own up and tell someone?

答案：C.He was too scared that he would be fired, I suppose.

- Your request for compensation made me surprised. What happened?

答案：A. It's because of the quality.

improve your service, you need to make market surveys so as to know what your customers are thinking and demanding.

答案：B. In order to

your customers what they need and more than they expect will lead customers to return to you.

答案：A.Giving

Every business has its ups and downs, and so\_ every person.

答案：C.does

I bet that Mike wished you him that earlier.

答案：A.had told

In this way you will stay in these changing times.

答案：B.competitive

It is better to tell someone to get it

答案：B.fixed

The quality, specifications and prices are in our contract.

答案：B.clarified

The re-examination results indicate that one-third of the goods are not standard.

答案：B.up to

We are entitled to cancel it if you fail to the contract.

答案：A. honor

We try our best to your requirement.

答案：B.meet

第二大题： 完形填空(阅读理解选择、判断、翻译等)(共 50 分)

从下列带 ★ 题库中抽其中 1 个试题! ! !

★ 听力 理解：请听下面的对话，根据对话内容从 A、B、C 三个选项中

选出一个最佳选项。

1. Why did David call John?

答案：B.He wanted to ask for compensation.

2. What's wrong with the goods which David has bought?

答案：A. They are not up to the standard.

3. How did David prove that the goods have quality problems?

答案：A.He had them re-examined.

4. What can David do if the goods do not meet the requirements?

答案：B.Cancel the contract.

5. How did John face this complaint?

答案：C. He agreed to look into this problem seriously.

★ 阅读理解：阅读下面的短文，根据文章内容进行判断，正确为 T,错误为F。

It's clear that success and failure are important and common topics.Every business has its ups and downs, and so does every person. In other words, sometimes we succeed and sometimes we fail.Another common

1. Every person has his or her ups and downs.

答案：T

2. A common saying You win some and you lose some means that sometimes we succeed and sometimes we fail.

答案：T

3. 99of successful businessmen achieved great success on their first try.

答案：F

4. Successful businessmen learn through failure.

答案：T

5. Businesses either shrink or remain the same.

答案：F

★ 阅读理解：阅读下面的短文，根据文章内容进行判断，正确为 T,错误为F。

SUCCESS AND FAILURE

It's clear that success and failure are important and common topics. Every business has its ups and downs, and so does every person. In other words, sometimes we succeed and sometimes we fail.Another common way of saying this is You win some and you lose some.Nobody wins all

1. Every person has his or her ups and downs.

答案：T

2. A common saying You win some and you lose some means that sometimes we succeed and sometimes we fail.

答案：T

3. Ninety nine percent of successful businessmen achieved great success on their first try.

答案：F

4. Successful businessmen learn through failure.

答案：T

5. Businesses either shrink or remain the same.

答案：F

★ 阅读理解：阅读下面的对话，选择合适的内容将对话补充完整。

CLERK :Hello, Big City Electricity, how may I help you today?PETERS: .

答案：c

CLERK:May I have your account number?

PETERS:Certainly,it's 4392107.

CLERK:Thank you, is this Mr. Peters?

PETERS:Yes, this is Mr. Peters.

CLERK:Thank you. What can I help you with?

PETERS: .

答案：A

CLERK:I'm sorry to hear that .

答案：E

PETERS:The bill is 300higher than last month.

CLERK:Terribly sorry for that. Let me ask you a few questions and then I'1l see what I can do.

PETERS:0K, Thank you for your help.

CLERK:0f course, thank you for calling this to our attention.Now, how much do you usually pay for your electricity?

PETERS:I usually pay about $50 a month.

CLERK:Thank you.

答案：D

PETERS:$200.I can't understand why.

CLERK:Yes, Mr. Peters. Was your usage different in any way?

PETERS:No,it was an average month.

CLERK:I'm sorry there certainly seems to be a mistake.

PETERS:Well,I'm happy you agree with me.

CLERK:I'll contact a service representative. And what' s your

phone number?

PETERS:408-533-0875

CLERK: .We'll do our best to change this as quickly as

possible.

答案：B

PETERS:Thank you for your help in clearing this up.

A.I think I've been overcharged for the past month.

B.I'm terribly sorry about the mistake.

C.I'm calling concerning my electricity bill.

D. And how much did we charge on this bill?

E.Why do you think we charged you too much?

单元自测 6

第一大题： 选择填空(每题10 分，共 5 题)

- Hello , Sally. What's the matter with you? You look worried.

答案：B.What shall I do if a customer doesn't pay up on the due date?

- Sally , could you lend me your calculator? Mine is not working.

答案：C.Sure, why do you need it?

- The senior managers need the results from last month straight away, so I can't stop to talk. I've got to hurry.

答案：C.OK, see you later.

- What if he still doesn't pay up?

答案：B.If it' s a small amount we write it off as bad debt. For larger sums we…

- You need to work with other colleagues to look after that.

答案：C. Thanks. I'm grateful for your suggestions.

is very important that you don't make any mistakes when you calculate those figures.

答案：A.It

your check is received within a week we shall have no alternative.

答案：C.Unless

A week ago, I sent him a statement the amount overdue.

答案：B.showing

After that, we have to post letters.

答案：A.a series of

Don't worry so much is my job!

答案：C.worrying

For larger sums we take legal steps to the money

答案：C.recover

He didn't seem to any actions.

答案：B.take

I have to the profit from last month.

答案：B.work out

Those numbers come to mean the world to you they give you the record of how much money you've earned or lost.

答案：A. because

We are usually very prompt settling your accounts.

答案：B.in

第二大题： 完形填空(阅读理解选择、判断、翻译等)(共 50 分)

从下列带 ★ 题库中抽其中 1 个试题! ! !

★ 听力 理解：请听下面的对话，根据对话内容进行判断，正确为 T,错误为F。

1. Lily' s calculator is not working.

答案：F

2. Lily' s calculator has more functions and is faster.

答案：T

3. Sally has to work out the profit from last year.

答案：F

4. Calculating figures requires great attention.

答案：T

5. Sally will return the calculator as soon as she finishes the job.

答案：T

★ 完形填空：阅读下面短文，从 A、B、C 三个选项中选出能填入空白处

的恰当选项。

PURPOSE OF ACCOUNTING

Every company has an accounting office or a finance department that looks its accounting details.An accounting department is the backbone(脊 梁)of every business. It records all the business transactions(交易 ),and keeps a track(记录)of the incomes(收入)and

1.

答案：B.after

2.

答案：A.accurate

3.

答案：B.at

4.

答案：C.what

5.

答案：A.use

★ 阅读理解：阅读下面的短文，根据文章内容从 A、 B、C 三个选项中

选出一个最佳选项。

ACCOUNTING IS MORE THAN NUMBERS

Accounting could date back to about 7,000 years ago.People of that time relied on old accounting methods to record the growth of crops and herds. Accounting has greatly developed with the growth of jointstock companies. When you think of accounting, you may find pages of tables and

1. Accounting could date back to about years ago.

答案：A.7,000

2. People in the old days relied on old accounting methods to record .

答案：C.the growth of crops and herds

3. Accounting has greatly changed with the development of ,

答案：B.joint-stock companies

4. Accounting is very important in your business because it shows.

答案：A.how much money you've earned or lost

5. According to the writer,accounting is .

答案：C.Both A and B

★ 阅读理解：阅读下面的对话，选择合适的内容将对话补充完整。

Dear Sirs,Account No.8756

1.

答案：C

2.

答案：E

3.

答案：A

4.

答案：D

5.

答案：B

A. Your prompt attention to this matter would be greatly

appreciated. If you have any questions regarding this account,please

contact our office as soon as possible.

B. Regards, Lily

C.Please note that your account No.8756 was already a month

overdue. As you are usually very prompt in settling your accounts, we

wonder whether there is any special reason.

D. If payment has recently been made, please accept our thanks and

ignore this reminder.

E.We think you may not have received the statement of account we

sent you on August 30 showing the balance of US$ 80,000 you owe. We are

sending you a copy and hope it may have your early attention.

单元自测 7

第一大题：选择填空(每题10分，共 5 题)

- Besides Bank of China, you can get the money exchanged in Industrial and Commercial Bank of China,China Construction Bank etc..

答案：A.Could you tell me whether I can change foreign currency in other banks?

- It arrives by mail, I suppose.

答案：B.How does your remittance come?

- Can I exchange foreign currency in Bank of China?

答案：C.Yes, you can. Bank of China is an authorized foreign exchange bank.

- How long does the remittance take from New York?

答案：B.I'm not sure. It depends on the mode your partner chose.

- Today' s rate is listed on the board here.

答案：C.What' s the exchange rate today?

18 of the EU members have replaced their national currencies by Euro notes and coins 2002.

答案：C.since

I'll the remittance for you in our records.

答案：C.check up

I'll get your RMB for you while you're these forms.

答案：A.filling out

If you want to pay something in another currency,you have to change your money into the other money.

答案：B.for

The question we should use this brand name will be decided by our marketing team.

答案：C. whether

This is a real bank is operated by students between 10 and 12 years old.

答案：B.which

This story is about some American students\_\_\_\_\_\_\_learned business skills by operating their own banks.

答案：C. who

We are an authorized foreign exchange bank and can 17 kinds of currencies into RMB.

答案：C.convert

We' re sorry to tell you that your remittance yet.

答案：C. hasn't arrived

Wherever you go, exchanging money you in touch with international finance.

答案：B.puts

第二大题： 完形填空(阅读理解选择、判断、翻译等)(共 50 分)

从下列带 ★ 题库中抽其中 1 个试题! ! !

★ 翻译：从以下 A、B、C 三个选项中选出与英文最适合的中文翻译。

1. Precious metals such as gold and silver have been used as money,

答案：B.诸如黄金和白银等这类贵重金属曾经作为货币使用过。

2. I'd like to know whether a remittance of fifty thousand dollars from New York has arrived.

答案：C.我想了解从纽约汇出的一笔 5 万美金的汇款是否已经到账。

3. I'll give you a call when the remittance arrives.

答案：A.汇款到帐后我就给您打电话。

4. Organizing and operating the bank has taught the children a lot about the banking business.

答案：B.管理和经营银行使孩子们学到了很多有关银行业务的知识。

★ 听力 理解：请听下面的对话，根据对话内容填入相应的句子或短语。

1. Remittance is the common way of

答案：D.

2. Checking a remittance needs

答案：C.

3. Two modes of remittance are mentioned in the dialog

答案：A.

4. Different modes of remittance

答案：E.

5. Usually it costs more time

答案：B.

A.remittance by cable and remittance by mail

B.to transfer funds by mail than by cable

C.a customer' s name and account number

D.transferring funds among different places

E.take different working days

★ 完形填空：阅读下面短文，从 A、B、C 三个选项中选出能填入空白处

的恰当选项。

Al1 children want to have pocket money. Why do their parents just give them a certain amount? One main purpose is to let kids learn their own money. First of all, children are expected to a choice between spending

1.

答案：B.how to manage

2.

答案：C.make

3.

答案：A.that

4.

答案：C.by

5.

答案：B.understand

★ 阅读理解；阅读下面的短文，根据文章内容从 A、B、C 三个选项中

选出一个最佳选项。

American students learn business skills in school.Here is a story

about some American students who learnt business skills by operating their own banks.

In December 1987, the Twiglet Bank was opened at an Elementary School in Miami,Florida. It is a real bank that accepts money for

1. Who helped these children start a bank?

答案：C. Bank staff

2. How did children raise money for their bank?

答案：B. They sold shares to their parents,teachers,local bank

workers and customers.

3. Who is currently operating Twiglet Bank?

答案：A.Teenagers

4. Which is not TRUE for the benefits of children from operating

their own banks?

答案：C. They learned how to produce the money.

5. What is the best title for this passage?

答案：B.A Students' Bank

★ 阅读理解：阅读下面的短文，根据文章内容进行判断，正确为 T,错误为

F。

Beads ,stones, seashells, paper, precious metals such as gold and silver, base metals such as iron have all been used as money. Today, money is printed on paper.A lot of countries use their own currency,with

1. This best title for this passage is The history of money.

答案：F

2. Euro is available in all EU member countries.

答案：F

3. Foreign exchange rates have significant impact on the economy

of a country.

答案：T

4. Currency means money in the form of paper.

答案：F

5. Banks are a good option to get your money exchanged.

答案：T

单元自测 8

第一大题：选择填空(每题10分，共 5 题)

- I wonder whether I could accept this discount or not.

答案：B.Why not consult with your manager?

- It's nice to meet you in my office.

答案：B. I am here today to discuss the trademark transfer with you.

- We are planning to register the trademark of Red Dragon for your new product.What's your opinion about this brand name?

答案：A. I suggest that you should give it up.

- We think $55,000 would be reasonable for transferring our trademark.

. That's too high.

答案：B.0h, my goodness.

- What' s the purpose of your visit today?

答案：C.I'm intending to ask for your advice on brand design.

The question we should use this brand name will be decided by our marketing team.

答案：B. whether

Do you think you could cut it 30%?

答案：A.by

Few people realized the value of a brand, ?

答案：B.did they

For Europeans,red can danger.

答案：B.stand for

I've learned today.

答案：A.something new

It is a fact his wife, Josephine Dickson, always had some minor accidents.

答案：A.that

Many companies spend a lot of money and time their trademarks.

答案：A.registering

We'll let your know when we a decision.

答案：B.make

You are planning to export this product to Europe, ?

答案：C.aren't you

You won't choose this brand name, ?

答案：A.will you

第二大题： 完形填空(阅读理解选择、判断、翻译等)(共 50 分)

从下列带 ★ 题库中抽其中 1 个试题! ! !

★ 翻译：从以下 A、B、C 三个选项中选出与英文最适合的中文翻译。

1. I am very sorry for coming late, but something urgent came up at the last minute.

答案：B.我很抱歉迟到了，但我临走时突然遇到了急事儿。

2. Let' s get down to business.

答案：C.我们谈正事吧!

3. I think it' s preferable for you to change the brand name.

答案：A.我认为您最好换一个商标。

4. Would you think it over for the sake of our long partnership?

答案：C.为了我们长期的合作，您能否再做考虑呢?

★ 听力 理解：请听下面的对话，根据对话内容从 A、B、C 三个选项中

选出一个最佳选项。

1. Why did John pay a visit to Miller?

答案：C.He' d like to talk about the trademark transfer.

2. Why was John's company interested in using Miller' s trademark?

答案：A. The trademark is very famous around the world.

3. What will John provide for using Miller's trademark?

答案：B.He is going to pay a sum of money.

4. What price can Miller accept?

答案：C.$ 49,500.

5. When will John give the feedback to Miller?

答案：A.After he talks with his manager.

★ 完形填空：阅读下面短文，从 A、B、C 三个选项中选出能填入空白处

的恰当选项。

When you go shopping and want to buy some clothes, you should think about which kind of clothes you really need and decide how money you can on them.Then look at the labels that are inside the new clothes. They tell you how to the clothes. The label for a shirt may

1.

答案：A.much

2.

答案：B. spend

3.

答案：C.take care of

4.

答案：C.ruin

5.

答案：A.as

★ 阅读理解：阅读下面的短文，根据文章内容从 A、 B、C 三个选项中

选出一个最佳选项。

Earle Dickson worked for a company manufacturing gauze and tape called Johnson & Johnson. We will never know the reason, but it is a fact that his wife, Josephine Dickson, always had some minor accidents.During the first week of their marriage, she hurt herself

1. When did Mrs.Dickson often cut herself?

答案：B.When she did cooking.

2. Why did Mr.Dickson decide to make the bandages by himself?

答案：C.Because his wife was often in a mass when she cut herself.

3. What does the word ready-made mean for?

答案：C.It means something you can use at once.

4. What is the main reason for company's mass production on the

bandages Mr.Dickson invented?

答案：B. The bandages are necessary for women.

5. What is the best title for this passage?

答案：A. The Invention of BAND-AID

★ 阅读理解：阅读下面的短文，根据文章内容进行判断，正确为 T,错误为F。

Brand refers to names ,logos and slogans. For example,Nike is known for its slogan Just do it and swoosh logo. A trademark shows the origin and ownership of a product or service,which is used to protect

1. According to the writer, it is not necessary for a company to register a trademark.

答案：F

2. A trademark may be regarded as a protection for a brand name.

答案：T

3. The trademark symbols TM and ? can be exchanged in a brand.

答案：F

4. Legal protection on a brand comes into force only after

registration.

答案：T

5. A company can freely use other companies' brands.

答案：F