

## 2018 年 6 月 B 级考试全真试题

### Part I

### Listening Comprehension

[25 minutes]

**Directions:** This part is to test your listening ability. It consists of 4 sections.

#### Section A

**Directions:** This section is to test your ability to give proper responses. There are 7 recorded questions in it. After each question, there is a pause. The questions will be spoken **two times**. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

**Example:** You will hear:

You will read:    A) I'm not sure.                      C) Yes, certainly.  
                         B) You're right.                      D) That's interesting.

From the question we learn that the speaker is asking the listener to leave a message. Therefore, **C) Yes, certainly** is the correct answer. You should mark C) on the Answer Sheet with a single line through the center.

Now the test will begin

- |                           |                         |                                     |                      |
|---------------------------|-------------------------|-------------------------------------|----------------------|
| 1. A) Fine. And you?      | B) I like it very much. | C) Sit down please.                 | D) Oh, yes. Please.  |
| 2. A) Take care.          | B) It's great.          | C) My pleasure.                     | D) This way, please. |
| 3. A) See you tomorrow.   |                         | C) Here is the room key.            |                      |
| B) OK, it doesn't matter. |                         | D) Sorry, all our rooms are booked. |                      |
| 4. A) Yes, please.        |                         | C) Don't do it.                     |                      |
| B) Have a nice day.       |                         | D) Let's go.                        |                      |
| 5. A) Hurry up.           |                         | C) Certainly. Is it Friday OK?      |                      |
| B) So long.               |                         | D) Mind your steps                  |                      |
| 6. A) Coffee, please.     |                         | C) Your telephone number, please.   |                      |
| B) Yes. Here you are.     |                         | D) I am fine, thank you.            |                      |
| 7. A) Don't worry.        |                         | C) All right.                       |                      |
| B) Good luck.             |                         | D) Never Mind.                      |                      |

#### Section B

**Directions:** This section is to test your ability to understand short dialogues. There are 7 recorded dialogues in it. After each dialogue, there is a recorded question. Both the dialogues and questions will be spoken **two times**. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center. Now listen to the dialogues.

- |                             |              |                                  |                |
|-----------------------------|--------------|----------------------------------|----------------|
| 8. A) By bus.               | B) By taxi.  | C) On foot.                      | D) By bicycle. |
| 9. A) A report.             | B) A design. | C) A plan                        | D) A project   |
| 10. A) He is an engineer.   |              | C) He is a manager               |                |
| B) He is a doctor.          |              | D) He is a programmer.           |                |
| 11. A) Writing work reports |              | C) Giving presentations.         |                |
| B) Working on weekends      |              | D) Dealing with angry customers. |                |
| 12. A) To do business       |              | C) To take a holiday             |                |

- |                            |                                |
|----------------------------|--------------------------------|
| B) To see a doctor         | D) To visit friends            |
| 13. A) It had a flat tire. | C) Its front window is broken. |
| B) It was out of fuel.     | D) The engine didn't work.     |
| 14. A) Read newspapers.    | C) Visit the website.          |
| B) Attend a job fair       | D) Ask her friends for help.   |

### Section C

**Directions:** In this section, there are 2 recorded conversations. After each conversation, there are some recorded questions. Both the conversations and questions will be spoken two times. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center. Now listen to the conversations.

#### Conversation 1

- |                          |                           |
|--------------------------|---------------------------|
| 15. A) To report a case  | C) To ask for sick leave. |
| B) To book a hotel room. | D) To order a meal.       |
| 16. A) Her smartphone.   | C) Her watch.             |
| B) Her passport.         | D) Her computer.          |

#### Conversation 2

- |                                 |   |
|---------------------------------|---|
| 17. A) She has coughed a lot.   | C) She has got a bad cold.              |
| B) She has a high fever.        | D) She has got a pain in the stomach.   |
| 18. A) This morning.            | C) Last night.                          |
| B) This afternoon               | D) Yesterday.                           |
| 19. A) Take her blood pressure. | C) Send her to the emergency room.      |
| B) Give her some medicine.      | D) Perform an operation on her at once. |

### Section D

**Directions:** In this section you will hear a recorded short passage. The passage is printed in the test paper, but with some words or phrases missing. The passage will be read **three times**. During the second reading, you are required to put the missing words or phrases on the Answer Sheet in order of the numbered blanks according to what you hear. The third reading is for you to check your writing. Now the passage will begin.

Volunteers are our heart and soul. Please come and help us build homes for 20 low-income families. There is no experience needed and we supply the 21. Just volunteer for a day. It's fun, rewarding and you can learn some 22 !

If building isn't your thing, come and volunteer for one of our events or 23.

You must be 24 14 years of age to volunteer and those 15 years and under must come with a parent.

Come and sign up now to volunteer your time.

## Part II

## Vocabulary & Structure

[10 minutes]

**Directions:** This part is to test your ability to construct correct and meaningful sentences. It consists of 2 sections.

### Section A

**Directions:** In this section, there are 10 incomplete sentences. You are required to complete each one by deciding on the most appropriate word or words from the 4 choices marked A), B), C) and D). Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

25. Employees would like to work under team leaders who \_\_\_\_\_ good examples.

- A) turn                      B) put                      C) do                      D) set
26. Turn to us for legal advice at any time \_\_\_\_\_ you need it.
- A) when                      B) how                      C) where                      D) why
27. Your pay raise will in part \_\_\_\_\_ your work experience and skills.
- A) carry on                      B) take on                      C) depend on                      D) put on
28. You are required to enter the name of the city in which your company \_\_\_\_\_.
- A) locates                      B) located                      C) is locating                      D) is located
29. Tourists can get the latest information of our city \_\_\_\_\_ the help of our local tour guides.
- A) on                      B) with                      C) under                      D) for
30. Let's find people with computer skills to \_\_\_\_\_ a team for the project.
- A) look up                      B) ling up                      C) give up                      D) make up
31. If I were you, I \_\_\_\_\_ the company's website for more detailed information.
- A) would visit                      B) will visit                      C) visit                      D) have visited
32. No company can afford to bear the \_\_\_\_\_ of customer confidence.
- A) stress                      B) loss                      C) worry                      D) hurry
33. \_\_\_\_\_ she has been working in China for only two years, she speaks fluent Chinese.
- A) When                      B) If                      C) Although                      D) Until
34. We have read this instruction many times and we are \_\_\_\_\_ with all the steps we should take.
- A) similar                      B) useful                      C) helpful                      D) familiar

## Section B

**Directions:** *There are 5 incomplete statements here. You should fill in each blank with the proper form of the word given in brackets. Write the word or words in the corresponding space on the Answer Sheet.*

35. Patients can be treated in many (difference) \_\_\_\_\_ settings with various approaches.
36. After taking the training course, they have performed their duties much (well) \_\_\_\_\_ than before.
37. Only by (create) \_\_\_\_\_ a clean environment can we truly encourage more tourists to come.
38. This research paper focuses on (health) \_\_\_\_\_ lifestyles for elderly people.
39. Our new manager (expect) \_\_\_\_\_ to deliver a speech at tomorrow's meeting.

## Part III

## Reading Comprehension

[35 minutes]

**Directions:** *This part is to test your reading ability. There are 5 tasks for you to fulfill. You should read the reading materials carefully and do the tasks as you are instructed.*

### Task 1

**Directions:** *After reading the following passage, you will find 5 questions or unfinished statements, numbered 40 to 44. For each question or statement, there are 4 choices marked A), B), C) and D). You should make the correct choice and mark the corresponding letter on the Answer Sheet with a single line through the center.*

Your home is the place you feel safe and secure. We understand the importance of your home and the things in it and can help you if something unexpected should happen. Our Home Solutions insurance offers buildings, contents or combined buildings and contents cover.

#### In an emergency

Call the 24-hour Emergency Homeline. We will arrange for a repairman to carry out repairs, out of usual business hours. As long as the policy covers the damage, you don't need to pay for the repairs.

#### Lost keys

We'll pay for the full cost of replacing locks on external(外部的) doors if you lose your keys, if they are stolen or if the lock is accidentally damaged.

### Important events

We automatically increase your valuables (贵重物品) limit by \$3, 000 at certain special times, such as your wedding or a festival.

### Alternative accommodation (住处)

We'll find somewhere for you and your pets to live if your home has been damaged by an insured event and you can't live there. With our buildings insurance we'll pay up to \$30, 000 for alternative accommodation, and up to \$20, 000 with contents insurance.

40. According to the insurance company, by buying Home Solutions, you can get help\_\_\_\_\_.

- A) when your vehicle breaks down on your way to work
- B) when something unexpected happens to your home
- C) when anyone in your family gets hurt or sick
- D) when you want to move to a new house

41. When you call the Emergency Homeline,\_\_\_\_\_.

- A) a repairman will be sent to do the repairs
- B) they will pay you the repairing cost first
- C) you have to send a photo of the damage
- D) you will be told to wait for a doctor

42. If you lose your keys to the external doors, the insurance company will\_\_\_\_\_.

- A) pay for the cost of replacing locks
- B) deliver new locks to your home
- C) tell you where to buy new locks
- D) refuse to pay for new locks

43. According to the passage, in a festival your valuables limit will be\_\_\_\_\_.

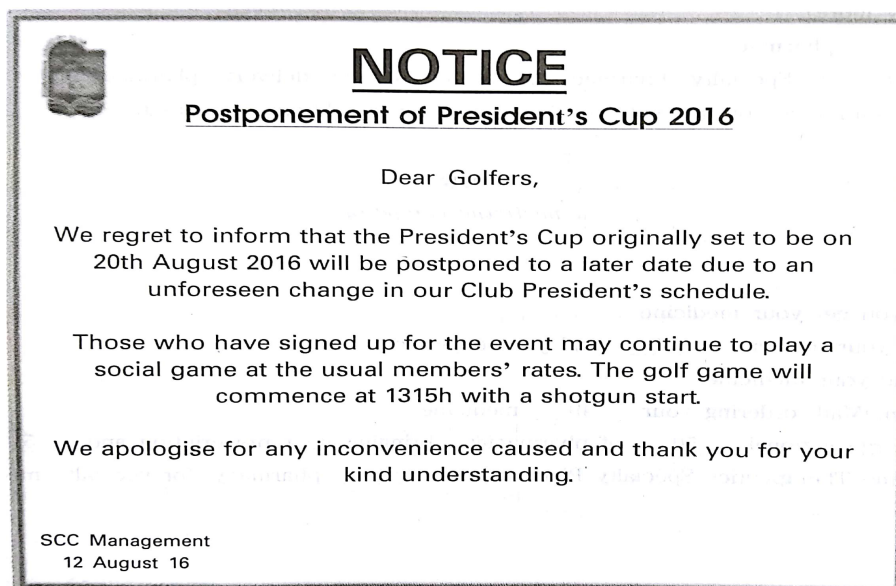
- A) reduced to a certain degree
- B) re-checked within a week
- C) automatically increased
- D) doubled upon request

44. What is the company likely to do if your home is damaged by an insured event?

- A) It will pay you more than \$50, 000.
- B) It will help you build a new house.
- C) It will decrease your valuables limit.
- D) It will find somewhere for you to live.

### Task 2

**Directions:** The following is a poster. After reading it, you will find 3 questions or unfinished statements, numbered 45 to 47. For each question or statement, there are 4 choices marked A), B), C) and D). You should make the correct choice and mark the corresponding letter on the Answer Sheet with a single line through the center.



*Notes: postpone 延期*

45. The notice is to inform the golfers of \_\_\_\_\_.  
A) the application for Club membership  
B) the postponement of President's Cup  
C) the final result of President's Cup  
D) the activities of Club President
46. The change of the game date is due to \_\_\_\_\_.  
A) a lack of funding  
B) the absence of some golfers  
C) the terrible weather conditions  
D) a change in President's schedule
47. According to the Notice, the social game will start \_\_\_\_\_.  
A) in the morning  
B) on August 30  
C) at 13:15  
D) next week

### Task 3

**Directions:** The following is about a medicine company, Prime Medicine LLC. After reading it, you should complete the information by filling in the blanks marked 48 to 52 (**in no more than 3 words**) in the table below. You should write your answers on the Answer Sheet correspondingly.

At prime Medicine LLC, we have only one purpose-----we help people to get the medicine they need to feel better and live well.

Our pharmacy (药店) experts are working hard to make your medicine cheaper, and your experience easier. Here are the ways of delivering our services.

Order your long-term medicine from PrimeMail. Receive up to a 90-day supply of your medicine anywhere in the U.S.

#### **Retail pharmacy**

Prime offers a large national network of pharmacies-----over 66, 000. Just bring your prescription (药方) and member ID to a network pharmacy. (if you use a pharmacy that is not in your network, you might need to pay more).

#### **Specialty (特种药) pharmacy**

Prime Therapeutics Specialty pharmacy is a full-service delivery pharmacy. Our experienced professionals and staff focus on specialty medicines and the conditions they treat.

#### **prime**

*A medicine company*

#### **Aim:**

- 1) to help you get your medicine

2) to make your medicine 48 and your experience easier

**Ways of getting your medicine:**

1) from PrimeMail, ordering your 49 medicine

2) from a large national 50 of pharmacies: bringing your prescription and 51

3) from Prime Therapeutics Specialty Pharmacy, a 52 pharmacy, for specialty medicines

**Task 4**

**Directions:** The following is a list of public signs. After reading it, you are required to find the items equivalent to those given in Chinese in the table below. Then you should mark the corresponding letters in order of the numbered blanks, 53 through 57, on the Answer Sheet.

A-School Zone

B--Vendor's Prohibited

C-Pass on Left

D-Don't Step On

E-Keep Away for Safety

F-Service Area

G-Administrative Area

H-Watch Your Hand

I-please Don't Leave Valuables Unattended

J-Maintenance in Progress

K-Out of Service

L-Stand on Right

M-Break Glass in Emergency

N-Don't Touch

O-Keep Clear of the Door

P-Don't Exceed Speed Limit

Q-Icy Road

Examples : (E) 注意安全 请勿靠近

(B) 禁止摆摊

53( ) 当心夹手

( ) 请勿登踏

54( ) 服务区

( ) 勿靠车门

55( ) 严禁超速

( ) 正在检修

56( ) 前方学校

( ) 靠右站立

57( ) 路面结冰

( ) 紧急情况击碎玻璃

**Task 5**

**Directions:** The following is a letter about a safety inspection. After reading it, you are required to complete the answers that follow the questions (No.58 to No.62). You should write your answers (**in no more than 3 words**) on the Answer Sheet correspondingly.

Please Contact us to Arrange a Safety Inspection.

Address: 246 N. High St., Columbus, Ohio 43215.

Columbia Gas must perform a safety inspection at the address above.

We are required by federal law to inspect your service line and meter setting. Please call us at 1-800-344-4077, Monday through Friday, 7:00 am-7:00 pm.

If you have already arranged an inspection, there is no reason to call. Please ignore this letter. Please understand, communications will continue until the inspection has been completed.

This important safety inspection is part of our promise to provide safe and reliable service to our customers.

We will make every effort to do the work at a date and time that is convenient to you.

If this inspection is not performed, we cannot continue your service. Please call us today to set up an inspection.

Thank you for your attention to this letter.

58. What is the gas company required to do by federal law?

To inspect the letter receiver's \_\_\_\_\_ and meter setting.

59. In what case can the letter receiver ignore this letter?

If he/she has already \_\_\_\_\_

60. How long will the communications last?

Communications will continue until \_\_\_\_\_ has been completed.

61. What has the gas company promised to do?

To provide \_\_\_\_\_ service to its customers.

62. In what case will the gas company stop its service for its customers?

If the inspection \_\_\_\_\_.

#### Part IV

#### Translation----English into Chinese

[25 minutes]

**Directions:** This part, numbered 63 to 67, is to test your ability to translate English into Chinese. Each of the four sentences (No.63 to No.66) is followed by three choices of suggested translation marked A), B), and C). Make the best choice and write the corresponding letter on the Answer Sheet with a single line through the center. And then write your translation of the paragraph (No.67) in the corresponding space on the Translation/Composition Sheet.

63. We deal with a lot of foreign customers and are considered to be one of their most reliable agents.

- A) 我们同许多国外客户打过交道, 被一致认为是国内外首屈一指的代理商。
- B) 我们与国外许多客户保持联系, 而且我们为他们寻找国内最好的代理商。
- C) 我们与许多外国客户有业务往来, 并被认为是他们最可靠的代理商之一。

64. Anything you want to know can be found in seconds if you use the right keywords to search for it.

- A) 如你使用正确的关键词, 就可以及时搜索到你想知道的任何事物。
- B) 你搜索的关键词如果准确, 这样才能很快地找到你想要的数据。
- C) 你先要知道使用关键词搜索的方法, 才能从事你所做的研究工作。

65. We have all been so impressed with your abilities and potential that we are pleased to offer you a position.

- A) 我们面试通过的所有求职者中, 你的能力最强, 潜力最大。
- B) 我们对你的能力和潜力印象深刻, 乐于为你提供职位。
- C) 我们很欣赏你的能力和潜质, 很高兴能有机会和你共事。

66. The aim of our website is to control or reduce noise at work without stopping people from enjoying music.

- A) 本网站的方针是不断阻止或减少噪音, 同时又能够使人们欣赏音乐。
- B) 本网站的目的是控制或减少工作中的噪音, 却不妨碍人们欣赏音乐。
- C) 本网站的优势是用播放人们喜爱的音乐方式, 来缓解和抵消压力。

67. If you're ready to take your next step in life, we can offer help to make the most of your money. You can have an informal meeting with your account manager(客户经理). The account manager will help you to find out a way to make your money well better. We'll also help you arrange your credit cards and loans. To book an appointment, call 0345-000-888.

#### Part V

#### Writing

[25 minutes]

**Directions:** This part is to test your ability to do practical writing. You are required to complete the Field Trip Report according to the following information given in Chinese. Remember to do your writing on the Translation / Composition Sheet.

说明: 假设你是总经理秘书 Tom Brown 先生, 发一份通知给各部门经理。

主题: 讨论下半年销售计划

时间: 2018 年 6 月 18 日

抄送 (CC): John Smith 先生

主要内容:

市场部已制定了公司下半年的销售计划，见附件。总经理办公室将于 6 月 20 日下午 2 点在公司会议室召开会议，讨论该计划，并听取各部门的意见。请各部门经理参加会议。如无法到会，请提前告知总经理办公室。

Memo

To: (1) \_\_\_\_\_

From: (2) \_\_\_\_\_

Date: (3) \_\_\_\_\_

CC: (4) \_\_\_\_\_

Subject: (5) \_\_\_\_\_

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市场部：Marketing Department    附件：attachment    总经理办公室：General Manager's Office

## 2017 年 12 月 B 级考试全真试题

### Part I

### Listening Comprehension

[25 minutes]

**Directions:** This part is to test your listening ability. It consists of 4 sections.

#### Section A

**Directions:** This section is to test your ability to give proper responses. There are 7 recorded questions in it. After each question, there is a pause. The questions will be spoken **two times**. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

**Example:** You will hear:

You will read: A) I'm not sure. C) Yes, certainly.  
B) You're right. D) That's interesting.

From the question we learn that the speaker is asking the listener to leave a message. Therefore, **C) Yes, certainly** is the correct answer. You should mark C) on the Answer Sheet with a single line through the center.

Now the test will begin.

- |                        |                       |                         |                      |
|------------------------|-----------------------|-------------------------|----------------------|
| 1. A) It's over there. | B) Sorry to hear it.  | C) That's all right.    | D) It's wonderful.   |
| 2. A) Here you are.    | B) It doesn't matter. | C) Yes, of course.      | D) Thank you.        |
| 3. A) You're right.    | B) It's great.        | C) Here is my card.     | D) How are you?      |
| 4. A) It's far away.   | B) Take care.         | C) On Monday.           | D) Sure.             |
| 5. A) Yes, please.     | B) Mind your steps.   | C) OK.                  | D) Tomorrow morning. |
| 6. A) No, thanks.      | B) It's fine.         | C) Sorry, wrong number. | D) Not at all.       |
| 7. A) Certainly.       | B) Hurry up.          | C) Don't mention it.    | D) See you later.    |

#### Section B

**Directions:** This section is to test your ability to understand short dialogues. There are 7 recorded dialogues in it. After each dialogue, there is a recorded question. Both the dialogues and questions will be spoken two times. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center. Now listen to the dialogues.

- |   |                                       |   |                    |
|---|---------------------------------------|---|--------------------|
| 8. A) His health.                       | B) His exam.                          | C) His presentation.                      | D) His interview.  |
| 9. A) A local paper.                    | B) A price list.                      | C) A movie ticket.                        | D) A name card.    |
| 10. A) Call John.                       | B) Visit the man.                     | C) Ask for help.                          | D) Write a report. |
| 11. A) It is being painted.             |                                       | C) It is too expensive.                   |                    |
|   | B) It has been booked.                | D) It is too small.                       |                    |
| 12. A) Satisfied.                       | B) Confident.                         | C) Excited.                               | D) Nervous.        |
| 13. A) He has got a job offer.          |                                       | C) He will move to a new city.            |                    |
|   | B) He failed his final exam.          | D) He wants to rent an apartment.         |                    |
| 14. A) The man will travel on business. |                                       | C) The woman has passed a road test.      |                    |
|   | B) The man has taken a computer test. | D) The woman will take a language course. |                    |

#### Section C

**Directions:** In this section, there are 2 recorded conversations. After each conversation, there are some recorded questions. Both the conversations and questions will be spoken two times. When you hear a

question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center. Now listen to the conversations.

### Conversation 1

- |                                  |                                   |
|----------------------------------|-----------------------------------|
| 15. A) To make an appointment.   | C) To confirm the delivery.       |
| B) To ask about the man's order. | D) To complain about the service. |
| 16. A) They are user-friendly.   | C) They are popular abroad.       |
| B) They are newly developed.     | D) They are of high quality.      |

### Conversation 2

- |                              |                              |                   |                    |
|------------------------------|------------------------------|-------------------|--------------------|
| 17. A) It wouldn't start     | B) It ran out of gas.        | C) It was broken. | D) It was missing. |
| 18. A) It has to be charged. | C) It is of good quality.    |                   |                    |
| B) It is still new.          | D) It was bought a year ago. |                   |                    |
| 19. A) To recharge it.       | B) To repair it.             | C) To return it.  | D) To sell it.     |

### Section D

**Directions:** In this section you will hear a recorded short passage. The passage is printed in the test paper, but with some words or phrases missing. The passage will be read three times. During the second reading, you are required to put the missing words or phrases on the Answer Sheet in order of the numbered blanks according to what you hear. The third reading is for you to check your writing. Now the passage will begin.

I am Mike Wang, a real estate agent. I 20 to sell this home in just 15 days. I would love to help you buy or sell. Properties in this area are 21. If you have considered selling your home, I would love to speak with you and help you in any way 22. If you are currently renting a home and would like to buy one, give me a call. Home ownership has many 23 over renting and is not as difficult as many think. Call me today and let me help you make 24.

### Part II

### Vocabulary & Structure

[10 minutes]

**Directions:** This part is to test your ability to construct correct and meaningful sentences. It consists of 2 sections.

### Section A

**Directions:** In this section, there are 10 incomplete sentences. You are required to complete each one by deciding on the most appropriate word or words from the 4 choices marked A), B), C) and D). Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.

- |  |  |
|--|--|
| 25. We regard customer complaints as an opportunity to _____ our service.        |  |
| A) bring   | B) receive C) improve D) obtain          |
| 26. We took advantage of its sports facilities _____ staying at the hotel.       |  |
| A) Although  | B) while C) until D) unless              |
| 27. It has been decided that Mr. Li will leave the company when the CEO retires. |  |
| A) put off   | B) call for C) bring about D) take over  |
| 28. The study shows that some students have difficulty _____ long English texts. |  |
| A) reading   | B) read C) to read D) to be read         |
| 29. If you _____ your mind, please call me at this number before Saturday.       |  |
| A) changed   | B) would change C) had changed D) change |
| 30. Having obtained the college diploma, he _____ a position in that company.    |  |
| A) carried on  | B) took in C) applied for D) put on      |
| 31. It is the management _____ has to make sure its staff are not overworked.    |  |
| A) what  | B) that C) which D) whose                |
| 32. Most people in this region think that they should _____ heavy industry.      |  |

- A)develop                      B)supply                      C)take                      D)make
33. \_\_\_\_\_ you are a first time buyer or not, we will offer you a good price today.  
A)Whatever                      B)Whenever                      C)Whether                      D)However
34. Our purchase decisions are generally made \_\_\_\_\_ the basis of price, delivery dates, and after-sales service.  
A)with                      B)over                      C)in                      D)on

## Section B

**Directions:** *There are 5 incomplete statements here. You should fill in each blank with the proper form of the word given in brackets. Write the word or words in the corresponding space on the Answer Sheet.*

35. We promise(give) \_\_\_\_\_ you a reply within five work days.  
36. The bank loan has \_\_\_\_\_ (great) strengthened our financial position in the industry.  
37. Photography has changed our way of \_\_\_\_\_ (view) the world.  
38. That new model of the machine is not likely to go into \_\_\_\_\_ (produce) before late 2018.  
39. Anyone applying for a visa to China(require) \_\_\_\_\_ to have finger prints taken.

## Part III

## Reading Comprehension

[35 minutes]

**Directions:** *This part is to test your reading ability. There are 5 tasks for you to fulfill. You should read the reading materials carefully and do the tasks as you are instructed.*

### Task 1

**Directions:** *After reading the following passage, you will find 5 questions or unfinished statements, numbered 40 to 44. For each question or statement, there are 4 choices marked A), B), C) and D). You should make the correct choice and mark the corresponding letter on the Answer Sheet with a single line through the center.*

Starting a business is exciting.. and frightening. To add the excitement and ease the fear, you should get prepared from the beginning.

Set both your short-term and long-term goals. After you have created your goals, make sure you have a plan for your business that will guide you along the way.

There are a number of legal considerations when you start a business. For example, you need to decide on the structure of your business, *register* (注册): a business name, obtain necessary licenses and permits, and plan for business taxes.

Money is a major concern when you start a business, especially if you have to give up a well-paid job and if your business has considerable start-up business (带用). You can start your business while continuing to work full time, or you can work a part-time job until your business becomes established.

You can also wait to start your business until you have saved enough money, and even apply for a bank loan when necessary.

40. According to the passage, one way to ease your fear while starting a business is to \_\_\_\_\_.  
A) look for partners                      B) be prepared                      C) be creative                      D) work hard
41. Before making your business plan, you are advised to \_\_\_\_\_.  
A) establish business relationships                      C) set your own business goals  
B) consult experts in the industry                      D) look for suitable employees
42. The third paragraph is mainly about \_\_\_\_\_.  
A) legal considerations                      C) ways of borrowing money  
B) the business structure                      D) the importance of a business name
43. According to the passage, the major concern for starting a business is \_\_\_\_\_.  
A) management                      B) technology                      C) personnel                      D) money
44. One way to overcome your difficulty in meeting business start-up expenses is to \_\_\_\_\_.  
A) look for a well-paid job                      C) apply for a bank loan

B)cut off operating costs

D) attract investors

## Task 2

**Directions:** The following is a poster. After reading it, you will find 3 questions or unfinished statements, numbered 45 to 47. For each question or statement, there are 4 choices marked A), B), C) and D). You should make the correct choice and mark the corresponding letter on the Answer Sheet with a single line through the center.

**Invitation**

We would like to invite you or a representative of your company to join us for a 'coffee and cake' morning on Wednesday 8<sup>th</sup> April on 1<sup>st</sup> floor at 11am for a chance to network and meet UBC clients within the centre.

There will be a guest speaker from HR Solutions, Employers Advisory Service and also a demonstration from a customised binding system **Unibind** with a chance of a free trial.

There is no time limit - you may take as long or little as you wish.

Please contact Debby or Elaine on 01564 330600 or email [debby.hares@ubcuk.com](mailto:debby.hares@ubcuk.com) to confirm your attendance.

We hope you are able to join us and look forward to seeing you.

United Business Centres (Midlands) Ltd, Forward House, 17 High Street, Henley in Arden B95 5AA

**Notes:** representative 代表 customized binding system 定制的绑定系统 attendance 出席

45. The "coffee and cake" morning is to be held on \_\_\_\_\_  
 A) Monday B) Wednesday C) Thursday D) Friday
46. Who will be invited to give a speech at the event?  
 A) A representative of UBC clients.  
 B) The president of Employers Advisory Service.  
 C) A guest speaker from Employers Advisory Service.  
 D) The chief engineer from United Business Center. Ltd.
47. You need to contact Debby or Elaine by phone or email to \_\_\_\_\_  
 A) confirm your attendance C) ask for a registration form  
 B) book the pick-up service D) get a free trial of the system

## Task 3.

**Directions:** The following is an introduction of Group Term Life Insurance plans. After reading it, you should complete the information by filling in the blanks marked 48 to 52 (in no more than 3 words) in the table below. You should write your answers on the Answer Sheet correspondingly.

Your life is in constant motion-do you have insurance that can keep up? At age 33, get up to \$250,000 of Group Term Life Insurance for just \$8.54 a month. That may be just a bit of your monthly cell phone bill.

The American Society of Civil Engineers (ASCE) is offering Expedited (快速的) Insurance to its members for Group Term Life Insurance plans. You may be able to obtain coverage (保额) of up to \$250,000 quicker than ever before!

This life insurance coverage is portable, so it stays with you even if you change jobs. As long as your policy is in force, you will have peace of mind knowing you have strengthened your financial position and helped fulfill your loved one's future needs.

Visit [asceinsurance.com/group-term](http://asceinsurance.com/group-term) to apply for coverage today. If you have any questions, contact your local insurance agency at 800-846-3582.

### Expedited Insurance

**The plan:** 1) premium (保费): \$8.54 a month for people at age 48 \_\_\_\_\_;

2)coverage:up to 49;

3)offered to: 50 of ASCE for Group Term Life Insurance plans.

**Advantage:** portable as long as the policy is 51.

**Application:** visit [asceinsurance.com/group-term](http://asceinsurance.com/group-term)

**Contact:** local 52

#### Task 4

**Directions:** The following is a list of terms related to travelling abroad. After reading it,you are required to find the items equivalent to those given in Chinese in the table below. Then you should mark the corresponding letters in order of the numbered blanks, 53 through 57, on the Answer Sheet.

A-Country of Citizenship	J-Official Use Only
B-Passport Number	K-Business Visa
C-Country of Origin	L-Tourist, Visa
D-Destination Country	M-Arrival Lobby
E-City Where You Boarded	N-Departure Lobby
F-City Where Visa Was Issued	O-Boarding Gate
G-Date of Issue	P-Boarding Card
H-Date of Birth	Q-Visa Type

I-Accompanying Number

**Examples:** (J) 官方填写

(I) 同行人数

53.( ) 护照号码

( ) 登机口

54.( ) 目的地国家

( ) 签证签发地

55.( ) 登机牌

( ) 签证种类

56.( ) 登机城市

( ) 出生日期

57.( ) 抵达大厅

( ) 旅行签证

#### Task 5

**Directions:** Read the following passage.After reading it,you are required to complete the answers that follow the questions (No.58 to No.62). You should write your answers (in no more than 3words)on the Answer Sheet correspondingly.

#### Grounds Maintenance Workers

##### What Grounds Maintenance (维护) Workers Do

Grounds maintenance workers ensure that the grounds of houses,businesses,and parks are attractive,orderly,and healthy in order to provide a pleasant outdoor environment.

##### Work Environment

Many grounds maintenance jobs are seasonal,available mainly in the spring,summer,and fall. Most of the work is done outdoors in all weather conditions.

##### How to Become a Grounds Maintenance Worker

Most grounds maintenance workers need no formal education and are trained on the job..

##### Training

A short period of on-the-job training is usually enough to teach new hires the skills they need,which often include how to plant and maintain areas and how to use some tools and other equipment.

##### Pay

The hourly wage for grounds maintenance workers was \$12.90 in May 2016.

58. What job is offered in the advertisement?

59. What is the responsibility of the job?

To provide a pleasant\_\_\_\_\_

60. What is the working environment of the job?

The work is mostly done outdoors in \_\_\_\_\_

61. What kind of training will be provided?

A short period of\_\_\_\_\_training.

62. What was the hourly wage for grounds maintenance workers in May 2016?

\$\_\_\_\_\_.

#### Part IV

#### Translation---English into Chinese

[25 minutes]

**Directions:** This part, numbered 63 to 67, is to test your ability to translate English into Chinese. Each of the four sentences (No. 63 to No. 66) is followed by three choices of suggested translation marked A), B), and C). Make the best choice and write the corresponding letter on the Answer Sheet with a single line through the center. And then write your translation of the paragraph (No. 67) in the corresponding space on the Translation/Composition Sheet.

63. I am writing to complain about the unfair treatment that I received in your restaurant last Friday.

- A) 就你们餐馆低劣的服务质量,我上周五已致信消协反映。
- B) 我在贵餐馆受到了不礼貌的待遇,我上周五已写信投诉。
- C) 我写此信是投诉上星期五在贵餐馆受到的不公正的待遇。

64. To show our goodwill, we would like to offer you a 5% discount on your next order with us.

- A) 为表现我们的善意,我们对贵方这次订货可以给予 5% 的优惠。
- B) 为体现我们的诚意,贵方下次订货时,我们愿给你 5% 的折扣。
- C) 为促进商品销售,我们决定即日起对本公司所有产品让利 5%。

65. I am sorry I won't be able to attend the business meeting scheduled for next Friday.

- A) 我无法出席拟于下星期五举行的业务会议,深表歉意。
- B) 不巧的很,我没有时间,下周五我已经安排了生意谈判。
- C) 不好意思,我实在来不及参加下周五进行的业务会谈。

66. Having trust in each other is very important because doing business requires good interpersonal relationships.

- A) 有了信誉才有助于搞好对别人的关系,也有助于企业的发展。
- B) 彼此之间的信任非常重要,因为做生意需要良好的人际关系。
- C) 建立良好的人际关系至关重要,因为做生意必须要相互信任。

67. Some people may find it difficult to visit this park due to old age. Now, our project provides free services for these people. We have trained volunteers to work as drivers. They are familiar with the park's history. And this wonderful project is supported by donations (捐赠) from the community. We ask you to give your support to this project.

#### Part V

#### Writing

[25 minutes]

**Directions:** This part is to test your ability to do practical writing. You are required to complete the Field Trip Report according to the following information given in Chinese. Remember to do your writing on the Translation / Composition Sheet.

说明:请根据所给信息,完成下列《现场考察报告》。

写报告人:李俊杰

接受报告人:王晓林

送交报告日期:2017 年 12 月 24 日

考察地点:JUK 工厂

考试时间自:2017 年 12 月 4 日至 2017 年 12 月 8 日

参加考察人员:李俊杰及其团队成员

内容要点:

为了了解水污染问题,我们去 JUK 工厂参观一周,我们了解了污染的主要来源,工程师们向我们介绍厂几种废水处理的方法。这次参观对我们的研究工作很有帮助。

**Field Trip Report**

Report to:Mr/Ms.\_\_(1)\_\_\_\_\_

Report from: Mr./Ms.\_\_(2)\_\_\_\_\_

Date:\_\_(3)\_\_\_\_\_

Trip destination:\_\_(4)\_\_\_\_\_

Trip period:from December 4,2017 to\_\_(5)\_\_\_\_\_

Participants: Li Junjie & His team members

Summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Words for reference: 废水处理 waste water treatment