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试卷代号 **a**

高等学校英语应用能力考试(A 级)
PRACTICAL ENGLISH TEST FOR COLLEGES



试 题 册
(GZABS)

注 意 事 项

- 一、将学校、姓名、学校代号、准考证号和试卷代码 (a 或 b) 填涂在答题卡上。
- 二、所有答案均应做在答题卡上，写在试题册上的答案一律无效。翻译和作文做在答题卡的反面。
- 三、客观题必须用 2B 铅笔答题；主观题使用黑色字迹签字笔填写，不得使用其他笔。注意保持答题卡卷面整洁、清楚。
- 四、选择题每题只能选一个答案，多选按答错处理。选定答案后，在相应字母的中间画一条横线。画线的浓度要盖过字母底色。
- 五、考试时间为 120 分钟。考试结束时，把试题册、答题卡放在桌上。监考人员收卷后考生才可离开考场。

高等学校英语应用能力考试委员会编制

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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 understand short dialogues. There are 5 recorded dialogues in it. After each dialogue, there is a recorded question. Both the dialogues and questions will be spoken **only once**. 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) New York City.
B) An evening party.
C) An air trip.
D) The man's job.

*From the dialogue we learn that the man is to take a flight to New York. Therefore, **C) An air trip** is the correct answer. You should mark C) on the Answer Sheet with a single line through the center.*

[A] [B] [C] [D]

Now the test will begin.

1. A) Its high salary. C) Its working condition.
B) Its paid holidays. D) Its culture.
2. A) The mistake in the bill. C) The noisy environment.
B) The dirty table. D) The long wait time.
3. A) She will visit her parents next year.
B) She is going to work in Guangzhou.
C) She is interested in the Chinese history.
D) She wants to improve her language skills.
4. A) Order a table. C) Buy a flight ticket.
B) Make a medical appointment. D) Book a town tour.
5. A) Professor and student. C) Office manager and secretary.
B) Receptionist and customer. D) Doctor and patient.

Section B

Directions: This section is to test your ability to understand short conversations. There are 2 recorded conversations in it. 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

6. A) To book a hotel room. C) To cancel her booking.
B) To make a complaint. D) To ask about her order.
7. A) Tomorrow. C) Next week.
B) 2 days later. D) This afternoon.
8. A) Give the man a call. C) Pay the man a visit.
B) Write an email to the man. D) Send the man a receipt.

Conversation 2

9. A) She went abroad. C) She moved to another city.
B) She got a promotion. D) She found a new job.
10. A) Going to a concert. C) Meeting up for dinner.
B) Holding a garden party. D) Having a bike tour.

Section C

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 **two times**. 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. Now the passage will begin.

Today, keeping our personal data safe is almost a full-time job. Many people are now using online services like 11 for the convenience; however, they are concerned about their personal information. Having a strong password is your first line of defense to 12 your personal information. My advice is do not use your birthday and 13 as your password. Do not use the same password everywhere. It's important to keep your password 14 at all times. So don't share your passwords. The strongest passwords are usually long and random. You

can consider using a password management app to 15 and keep track of them.

Section D

Directions: This section is to test your ability to comprehend short passages. You will hear a recorded passage. After that you will hear five questions. Both the passage and the questions will be read **two times**. When you hear a question, you should complete the answer to it with a word or a short phrase (**in no more than 3 words**). The questions and incomplete answers are printed in your test paper. You should write your answers on the Answer Sheet correspondingly. Now listen to the passage.

16. What is the speaker talking about?
He is talking about stress and some _____ to manage it.
17. What do some people think of stress in their life?
They believe stress is a natural _____.
18. What is considered as our best weapons against our daily stress, according to the speaker?
_____ and healthy diet.
19. What hobbies has the speaker mentioned in his speech?
Reading, _____, or watching movies.
20. What does the speaker ask the listeners to consider?
Volunteering their time or _____ to those in need.

Part II

Structure

(10 minutes)

Directions: This part is to test your ability to construct grammatically correct 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.

21. If I _____ your invitation last week, I would have been better prepared for the presentation.
 A) get C) had got
 B) got D) have got
22. Is this museum _____ we can find the works of art created by our employees?
 A) that C) which
 B) where D) whom
23. Since I started using this app, I _____ more efficient in managing my tasks and responsibilities.
 A) have become C) become
 B) became D) am becoming
24. The students' grades will be determined by the exams upon _____ they are assessed.
 A) that C) what
 B) where D) which
25. _____ his new job when he realized it wasn't the right fit for him.
 A) Hardly he had started C) Had he hardly started
 B) Hardly had he started D) He had started hardly
26. He pursued his dream of becoming a professional athlete, but it came _____ the cost of years of intense training.
 A) at C) for
 B) in D) over
27. _____ the invitation, he eagerly prepared himself for the important business conference.
 A) Received C) Having received
 B) Had received D) Have received
28. _____ our surprise, the gift we received was exactly what we had been wishing for.
 A) In C) For
 B) With D) To

29. When _____ correctly, the security system provides effective protection for your home.
 A) install C) installed
 B) installing D) to install
30. The team was unable to score a goal, _____ in the first half nor in the second half of the game.
 A) neither C) either
 B) none D) both

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.*

31. The operation was a success, and the patient's recovery is progressing (smooth) _____.
32. The team worked hard to meet the client's expectation of (deliver) _____ the project on time.
33. The more you learn from your failures, the (close) _____ you get to achieving success.
34. His high hopes for the dream job were met with bitter (disappoint) _____ when he was turned down.
35. We cannot continue with the project until we have the machine (fix) _____.

Part III Reading Comprehension (40 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 36 to 40. 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.*

Managing employees effectively is not an easy task. The following are some employee management practices you can use to manage employees efficiently.

Help employees grow. According to a study, employees consider career advancement (晋升) and development opportunities as an important part of job satisfaction (满意度). Therefore, it is necessary to offer opportunities for growth to the employees.

When people come to a company to work, often, they're not just looking for a job -- they're looking for careers.

Here are tips for helping employees grow:

- * Offer training opportunities: Some companies integrate e-learning courses into their learning and development programs. Others send employees to seminars or conferences so that they can learn new skills or strategies related to their fields.

- * Develop mentoring (指导) programs: Find someone in a similar role to mentor an employee. Good mentors serve as role models and can provide meaningful insight on certain issues based on their experience.

- * Encourage open communication: A workplace that values open communication keeps everyone informed through announcements and timely updates. It provides a channel through which employees can freely voice their ideas, opinions, or complaints. This includes:

- a. Establishing an open-door policy: Assure staff that they're free to see you if they need to talk.

- b. Using technology and feedback tools to your advantage: HR software systems, employee surveys, and suggestion boxes are just some of the tools you can use to obtain employee feedback on certain topics or issues.

36. Employees believe career advancement and development opportunities are _____.

- A) a dream of their ideal life
- B) a way to reach their goals
- C) an important part of job satisfaction
- D) a sign of the company's achievements

37. Some companies offer employees training opportunities by _____.

- A) providing them with training fees
- B) asking them to participate in contests
- C) encouraging them to get a certificate
- D) sending them to seminars or conferences

38. The writer believes a good mentor can act as _____.

- A) a role model
- B) a qualified director
- C) an assistant manager
- D) an experienced supervisor

39. You are advised to use employee surveys and suggestion boxes to _____.

- A) develop a new market
- B) get employee feedback
- C) build up your reputation
- D) improve on your products

40. The passage is mainly about how to _____.

- A) recruit experienced employees
- B) communicate with employees
- C) train employees efficiently
- D) help employees grow

Task 2

Directions: This task is the same as Task 1. The 5 questions or unfinished statements are numbered 41 to 45.

Health and safety policies should be presented in the form of a written statement that all workers need to be aware of.

Take Care of Employees' Health -- If a company is looking into the health and safety policies of the employees, then this implies that the company places a high value on its workers. Showing concern for your employees' health reflects the importance that you place on *them*. This gesture also shows that the company takes the responsibility for its employees as long as they are within the work premises.

Building Employee Trust -- When a company takes into account the health and safety policies of its employees, it gains credibility (可靠性). The best part about having such policies in any company is that it creates a strong employee base and employees tend to rely on the company. If they know that their health will be well taken care of by the organization, they are working without worries.

Increasing the Labor Force -- All employees want to work in an environment that provides them with the luxuries and the perks (补贴) they deserve. As a company, it is important to keep employees' preferences in mind if you want to have a strong labor force.

41. What is suggested if a company is looking into its employees' health and safety policies?

- A) The company values its employees.
- B) The company has a strong labor force.
- C) The company provides an ideal environment.
- D) The company intends to carry out a new policy.

42. The word “**them**” in Paragraph 3 refers to “_____”.

- A) responsibilities
- B) employees
- C) employers
- D) concerns

43. If employees know the company will care about their health, _____.

- A) they are less likely to leave it
- B) they are ready to work overtime
- C) they are working with no worries
- D) they are willing to accept its policies

44. What should you do if you want to have a strong labor force?

- A) Talk with your employees on a regular basis.
- B) Develop your employees’ health awareness.
- C) Offer your employees on-the-job training.
- D) Remember your employees’ preferences.

45. The passage can be entitled _____.

- A) Some Benefits of Creating Reliability
- B) Different Ways to Increase the Labor Force
- C) Always Keep Employees’ Preferences in Mind
- D) Importance of Workplace Health and Safety Policies

Task 3

Directions: Read the following passage. After reading it, you are required to complete the outline below it (No.46 to No.50). You should write your answers briefly (in no more than three words) on the Answer Sheet correspondingly.

ABSolutions

ABSolutions is a rapidly growing software development company. Founded in 2018, it provides products and services to meet the needs of a wide range of customers. It also provides consulting services to help customers make the most of their technology investments.

At ABSolutions, we believe in putting customers first and providing them with the best service possible. Our teams of experts work around the clock to ensure our customers are satisfied with the results and help them meet the changing needs of their business

Moreover, we believe in creating a workplace where our employees can feel empowered (感到能自主) to reach their goals and work towards a better future. We

continuously improve our processes and tools to ensure the success of our employees.

Our teams are here to help you get the most out of your investments, turning your ideas into reality. ABSolutions is proud to be your partner in innovation, helping you take your business to the next level.

ABSolutions

Business type: a software development company

Founding time: _____ 46 _____

Products and services: 1) meeting the needs of customers;
2) helping customers make the most of their _____ 47 _____

Belief: 1) putting customers first;
2) providing customers with the _____ 48 _____;
3) ensuring customers are _____ 49 _____ the results;
4) helping customers meet changing needs

Work environment:

- 1) employees feeling empowered to _____ 50 _____ and work towards a better future;
- 2) ensuring employees’ success

Task 4

Directions: The following is a list related to business management. 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 with a line through the center in order of the numbered blanks, 51 through 55, on the Answer Sheet.

- A ----- Limited company
- B ----- Fixed costs
- C ----- Market share
- D ----- Supply chain management
- E ----- Seasonal adjustment
- F ----- Brand manager
- G ----- Product development
- H ----- Consumer behaviour
- I ----- Market research
- J ----- Performance review
- K ----- Administrative expenses
- L ----- Gross domestic product (GDP)
- M ----- Distribution channel
- N ----- Dress code
- O ----- Employee turnover

P ----- Fiscal year
Q ----- Cash flow

Examples: (K) 行政开支 (D) 供应链管理

- | | |
|--------------|----------|
| 51. () 员工流动 | () 有限公司 |
| 52. () 市场调研 | () 产品开发 |
| 53. () 现金流量 | () 着装规定 |
| 54. () 固定成本 | () 市场份额 |
| 55. () 绩效评估 | () 分销渠道 |

Task 5

Directions: Read the following application letter. After reading it, you should give brief answers to the 5 questions (No.56 to No.60) that follow. The answers (in no more than 3 words) should be written after the corresponding numbers on the Answer Sheet.

Dear Mr. Li,

I am writing to apply for the programmer position advertised in *Shanghai Daily*. As requested, I have enclosed my certification, resume and references.

The role is very appealing to me, and I believe that my strong technical experience and education make me a highly competitive candidate for this position. My key strengths that would support my success in this position include:

- * I have successfully designed, developed, and supported live-use applications.
- * I strive (力求) continually for excellence.
- * I provide outstanding contributions to customer service for all customers.

With a BS degree in computer programming, I have a comprehensive understanding of the full lifecycle of software development projects. I also have experience in learning and applying new technologies as appropriate. Please refer to my resume for additional information on my experience.

I can be reached anytime via email at johnsmith@email.com or by phone at 707-333-5555. Thank you for your time and consideration. I look forward to speaking with you about this employment opportunity.

Sincerely,

John Smith

John Smith

56. What job position is Mr. Smith applying for?

_____.

57. What has been enclosed in the letter?

Mr. Smith's certification, _____.

58. What makes Mr. Smith believe he is a highly competitive candidate for the position?

His technical _____.

59. What degree does Mr. Smith have?

A BS degree in _____.

60. How can Mr. Smith be reached, according to the letter?

By email or _____.

Part IV Translation -- English into Chinese

(25 minutes)

Directions: This part, numbered 61 through 65, is to test your ability to translate English into Chinese. After each of the sentences numbered 61 to 64, you will read three choices of suggested translation marked A), B) and C). You should choose the best translation and mark the corresponding letter on your Answer Sheet with a single line through the center. And for the paragraph numbered 65, write your translation in the corresponding space on the Translation/Composition Sheet.

61. Even after hiring the best candidates, businesses still have to spend a considerable amount of its resources training these new employees.

- A) 培训新员工需花费大量的资源, 即便新招的员工有丰富的工作经验也是如此。
- B) 即使雇用了最优秀的求职者后, 企业仍需要耗费大量资源来培训这些新员工。
- C) 员工培训对企业不可或缺, 而且许多求职者很关注企业是否为他们提供培训。

62. As a sales assistant, you should not only help customers with purchases but also ensure the smooth running of the store.

- A) 作为销售助理, 你应该帮助顾客选择商品, 还应该能够确保商店盈利。
- B) 作为销售助理, 你应该了解店铺经营中的问题, 提升店铺的管理水平。
- C) 作为销售助理, 你不仅应该帮助顾客购物, 还应确保商店的顺利运营。

63. Your application letter should detail your specific qualifications for the position and the skills you would bring to the employer.

- A) 你的申请信应描述自己所具备的资格和技能, 并说明你能给雇主带来哪些效益。
- B) 你的申请信应该详细说明你胜任该职位的具体资格以及你能为雇主带来的技能。
- C) 你的申请信应强调自己的工作能力和职业规划, 并表明你是该职位的最佳人选。

64. Having a realistic career plan in place is often an essential part of your career growth, personal growth and development.
- A) 职业规划是职业发展的重要组成部分，没有职业规划，你个人成长和发展难以实现。
- B) 你首先应该对自己的职业发展方向有一个比较清晰的认识，并且正确把握职业定位。
- C) 拥有一个切实可行的职业规划通常是你职业发展、个人成长和发展的组成部分。
65. Part-time work is great when you are looking for flexibility. Maybe you need some extra time to launch your business. Part-time work can be less demanding than a full-time job or running your own business. While you still have responsibilities and are expected to show up on time and do a good job, working fewer hours means it is less likely you will be expected to take on as much as a full-time employee.

Part V

Writing

(25 minutes)

Directions: *This part is to test your ability to do practical writing. You are required to write a business letter, according to the following information given in Chinese. Remember to do the task on the Translation / Composition Sheet.*

说明：假设你是某跨国公司采购部经理王小俊，请根据以下信息拟一封给 ABC 公司销售部经理 John Smith 先生的信。

1. 最近参观了今年的进出口博览会，看到了贵公司生产的电烫斗，希望进一步了解有关信息；
2. 希望得到该产品的价目表和使用说明书；
3. 请告知该产品所需的最小订购量，如订购 20 台是否有折扣，及售后服务等情况；
- 4 期待尽快收到以上的信息，并期待与对方长期合作。

Words for reference:

采购部 Purchasing Department

进出口博览会 Import and Export Expo

电烫斗 the electric iron

折扣 discount

请注意书信格式