

外贸英语写作

(课程代码 00097)

注意事项:

- 1. 本试卷分为两部分,第一部分为选择题,第二部分为非选择题。
- 2. 应考者必须按试题顺序在答题卡(纸)指定位置上作答,答在试卷上无效。
- 3. 涂写部分、画图部分必须使用 2B 铅笔,书写部分必须使用黑色字迹签字笔。

第一部分 选择题

一、单项选择题:本大题共 20 小题,每小题 1 分,共 20 分。在每小题列出的备选项中只有一项是最符合题目要求的,请将其选出。

- 1. Though _____ money, his parents managed to send him to university.
A. lacked B. lack of C. lacking D. lacked in
- 2. Something must be done. There will not be enough space even to stand _____ the earth.
A. in B. on C. in on D. on in
- 3. "Cars and buses burn oil."
"_____."
A. So do many other machines B. Many other machines do so
C. So many other machines do D. Many other machines so do
- 4. John and Sue _____ computer games for hours before their parents came home from work.
A. are playing B. have been playing C. played D. had been playing
- 5. "Would you mind holding the door open for me, please?"
"_____."
A. Don't mention it B. Oh, with pleasure
C. Well, that's all right D. Thank you all the same
- 6. "Do you have a minute? I've got something to tell you."
"OK, _____ you make it short."
A. now that B. if only C. so long as D. every time
- 7. "Have you got any particular plans for the coming holiday?"
"Yes, _____, I'm going to visit some homes for the old in the city."
A. if ever B. if busy C. if anything D. if possible

- 8. I like these English songs and they _____ many times on the radio.
A. taught B. have taught C. are taught D. have been taught
- 9. "Good evening. Huangshan Hotel."
"Good evening. _____?"
A. Do you still have a room for tonight B. What would you like, please
C. Is there anything I can do for you D. Who is that speaking, please
- 10. Don't be so discouraged. If you _____ such feelings, you will do better next time.
A. carry on B. get back C. break down D. put away
- 11. Would you please _____ the paper for me and see if there are any obvious mistakes?
A. look around B. look into C. look up D. look through
- 12. During the war there was a serious lack of food. It was not unusual that even the wealthy families had to _____ bread for days.
A. eat up B. give away C. do without D. deal with
- 13. The loss has not yet been _____ accurately, but it is believed to be well beyond a hundred million dollars.
A. calculated B. considered C. completed D. controlled
- 14. Some parents are just too protective. They want to _____ their kids from every kind of danger, real or imagined.
A. spot B. dismiss C. shelter D. distinguish
- 15. Hiking by oneself can be fun and good for health. It may also be good for _____ building.
A. respect B. friendship C. reputation D. character
- 16. "Could you tell me how to get to Victoria Street?"
"Victoria Street? _____ is where the Grand Theatre is."
A. Such B. There C. That D. This
- 17. He was busy writing a story, only _____ once in a while to smoke a cigarette.
A. to stop B. stopping C. to have stopped D. having stopped
- 18. _____ hungry I am, I never seem to be able to finish off this loaf of bread.
A. Whatever B. Whenever C. Wherever D. However
- 19. "Have you got any job offers?"
"No. I _____."
A. waited B. had been waiting C. have waited D. am waiting
- 20. It looks like the weather is changing for _____. Shall we stick to our plan?
A. the worse B. worse C. the worst D. worst

第二部分 非选择题

二、改错题:本大题共 10 小题,每小题 2 分,共 20 分。

下列每句各有一个错误,找出错误并改正。请将错误及改正写在答题卡(纸)上。

Example: Who's taking care the dog while you're away?

taking care → taking care of

21. Either you or he are wrong.
22. The driver suddenly halted her jeep and back up toward a narrow parking place.
23. Larry and Eddie are brother-in-laws.
24. The new book written by J. K. Rowling is sold well.
25. Having not seen him for many years, we could hardly recognize him.
26. Martha has made more profits than anyone in the company.
27. After sitting for a long time in his office, the doctor finally let me into the examining room.
28. The little girl likes to dress in the color of white.
29. The passengers were delayed for twenty hours because rough weather.
30. They have developed techniques which are superior than those used in other factories.

三、造句题:本大题共 10 小题,每小题 1 分,共 10 分。

用所给的词和短语写出符合逻辑的句子。

31. in an earthquake / search for / dogs have / a very good sense of smell / survivors / and are often used to
32. don't promise / one hundred percent / unless / you are / sure / anything
33. the number of / steadily / has been rising / attending Chinese universities / foreign students / since 1990
34. to escape / so sudden / had no time / that the enemy / was / the attack
35. her mother / the little girl / wait for / got lost / and / decided to
36. has caused / in two different supermarkets / recently / a survey comparing prices / heated debate / of the same goods
37. discuss everything / work out / in detail / we'd better / before we / the plan
38. something / is wrong with / it sounds like / the car's engine
39. science fiction / I enjoy / is / because / my favorite reading / using my imagination
40. first eye exam / eye doctors / be / a child's / six months old / recommend that / at the age of

四、标点改错题:本大题共 10 小题,每小题 1 分,共 10 分。

下面每句都有一个标点符号错误,该用标点处未用标点或标点符号用错。补写标点或改正错误标点,将其与前面的一个单词一起填写在答题卡(纸)上。

Example: A. What a nice present you gave me. me!

B. You think you are right don't you? right,

41. My son keeps several pets in his room. Including hamsters and mice.
42. You have to admit that you are, in fact in difficulties.
43. He finished writing a fifty page report in an hour.
44. *Black Beauty*, a childrens novel, has entertained young readers for more than a hundred years.
45. Abraham Lincoln said: "The ballot is stronger than the bullet."
46. The street vendor sold watches, necklaces and earrings.
47. My car broke down, consequently, I was late for work.
48. Don't you think it would be a good idea to postpone our meeting.
49. I think the mobile phone costs \$ 650
50. How he wished he had been there?

五、备忘录写作题:本大题 15 分。

按要求写一份 50 个单词左右的备忘录。

51. You're the training manager of a company which has won a large export order. You have been asked to organize an English training for some of the staff.

Write a memo to all the department managers:

- Explaining why the training is necessary;
- Announcing where and when the courses will start;
- Asking them to send their names to you.

六、信函写作题:本大题 25 分。

按要求写一封字数为 130-150 单词左右的信函。

52. 你叫王毅。你刚刚得知你的客户 Mike Evans 昨天升任公司财务总监,请写一封祝贺信。

包括如下内容:

- (1) 表达得知消息的高兴心情并表示祝贺。
- (2) 对对方的成功表示赞赏。
- (3) 对两家公司未来的关系表示祝愿和期望。
- (4) 再次表示祝贺。