

人文英语4

交际用语(103)--电大资源网: <http://www.dda123.cn/> (微信搜: 905080280)

1. —Are you on holiday here. — () -->(No, we aren't. We live here)
2. —Because there are many geographical and social problems.-->(Why does the inequality exist?)
3. —Can you explain it again?— () -->(Let me put it in another way.)
4. —Can you go out with us for dinner this evening. — () -->(Thanks a lot, but I'm busy tonight.)
5. —Can you help me clear up the mess?— () -->(No problem.)
6. —Can you tell me where I can park the car. — () -->(Well, just over there)
7. —Could I talk to Prof. Lee? — () -->(Yes, speaking)
8. —Did the medicine make you feel better? —No. The more (), () I feel.-->(medicine I take; the worse)
9. —Do you think cosmetic surgery is more popular with women? — ()
B. Yes,absolutely.Because women pay more attention to beauty
10. —Do you eat porridge every day?— () . -->(B. No, sometimes I'd have a cup of soybean milk.)
11. —Do you know the youngest professor of our university? He died last week. —Oh, () -->(A.it's hard to believe)
12. —Do you mind if I read the newspaper on the table? — () -->(Go ahead, please)

13. —Do you mind my using my mobile phone here?— () -->(B.No, of course not)
14. —Do you oat porridgo ovry day?— ()
A.Porridge is my favorite
15. —Do you prefer a portable or a clumsy 3D printer?— () -->(C.I prefer a portable one to a clumsy one)
16. —Do you think cosmetic surgery is more popular with women?— () -->(B.Yes, absolutely.Because women pay more attention to beauty)
17. —Do you think I can borrow your bike for a few hours. — () -->(I'm sorry, but I really need it this afternoon.)
18. —Excuse me, could you tell the time?— () -->(It's three thirty by my watch.)
19. —Excuse me, where is Dr Smith's office? — () -->(Sorry, I don't know. But you can ask the man over there.)
20. —Good afternoon. Can I help you . — () -->(I need to buy a birthday present for my son.)
21. —Good morning, sir. May I help you? — () -->(Yes, I need some salt.)
22. —Gordon , may I ask you a question ?— ()
B. Just go ahead
23. —Have a nice holiday, Ted.-->(Thank you, and you too)
24. —Have you ever been to Tokyo. — () -->(No, but I hope to go there next year)
25. —Have you got it into our legal counsel Mr. Davis?— () . -->(A. Yes, as soon as I get the notice)
26. —Hello, may I speak to John? — () -->(Just a second, please.)
27. —Her father is very rich.— () . She wouldn't accept his help even if it were offered. -->(B. So what?)
28. —Here you are, Sir.-->(Thank you very much)
29. —Hi, Molly, are you free this afternoon?
A. Yeah, no plans yet.
30. —How about having a drink?— () -->(A.Good idea)
31. —How are you feeling now. — () -->(Much better)
32. —How can you prove that your client is innocent?— () -->(C.Here is the evidence, your honor)
33. —How have you been lately, Molly?— () -->(A.Not bad)
34. —How long will you be away from Italy. — () -->(About a month)
35. —How many languages does Peter speak. — () -->(Five languages.)
36. —How was the journey to London. — () -->(It went very well)
37. —I am really fed up with Larry! — () -->(Why do you say that?)
38. —I didn't know my identity card was needed, sir.— () -->(Sorry, but that's no excuse.)
39. —I don't know about other people, but I can say Perth is the most beautiful city in AustraliA.— () -->(Well, personally, I prefer Sydney. It's more modern.)
40. —I think a professor of political science would make a great president of the university.— () . -->(B. I'm afraid I have to disagree with your point.)

41. —I think having strong verbal and written skills are very important in social work.— () . -->(B. I totally agree with you.)
42. —I' ve got a bad cold today.
C. Oh, dear! I hope you get better soon.
43. —I'm sorry. I am late due to the heavy traffic.— () -->(A.Well, it's OK)
44. —I've got a bad cold today.— () -->(Oh, dear! I hope you get better soon)
45. —If trash is sorted, it can be transferred to factories for further disposal. — () -->(That makes sense.)
46. —If trash is sorted, it can be transförred to factories instead of the disposal plant.—That makes sense. ()
A
47. —Is it better to be intelligent or physically attractive ?— () -->(For me, being intelligent is better, but that depends on.)
48. —Is it going to be warm next week. — () -->(Yes, it is)
49. —It is very likely that educational inequality exists in different forms in different countries.—Yeah, () -->(you are right.)
50. —Let's go to the library this afternoon.— () -->(That's a good idea.)
51. —Let's go to this movie and see what exciting experience it will bring to us.— () -->(Can't wait to watch it.)
52. —May I speak to Prof . Li please. — () -->(I'm afraid you've got the wrong number)
53. —Molly, look at this. The newspaper says we should sort trash.
A. That would be great!
54. —Must we clean the room before we leave?—No, you () -->(needn't)
55. —Oh, by the way, how was your report of the new batteries coming along? — () -->(It's going pretty well.)
56. —Oh, my God. It's a terrible week. I was dying. What can I do?— () -->(If I were you, I'd work less, and do something for fun.)
57. —Our education system is totally out of order.— () It is not out of order, nevertheless, it is in some troubles.-->(I don't think so.)
58. —Please help yourself to the seafood.— () -->(Thank you, but I'm afraid I don't like seafood.)
59. —Sam, this is my friend, Jane.-->(Glad to meet you, Jane)
60. —Sir, I've not understood what you have said just now.—OK, () -->(Let me explain that in more details.)
61. —So sorry to trouble you.-->(It's a pleasure)
62. —Something went wrong with my television last night.-->(I'm sorry to hear that.)
63. —Thank you for your invitation.-->(It's a pleasure.)
64. —Thanks for your tips.
B. It's my pleasure.
65. —These are certainly beautiful flowers. Thank you very much.— () -->(It's my pleasure.)
66. —This apple pie is too sweet, don't you think so? — () . I think it's just right, actually.-->(A. Not really)

67. —This box is too heavy for me to carry it upstairs.— () -->(I'll give you a hand.)

68. —What can we do for the case?—(). -->(A. We could consult our lawyer.)

69. —What do you mean he's impossible to talk to? — () .-->(A.He doesn't listen when I try to talk to him)

70. —What do you think of being a student of social work major?— () .-->(C.In my opinion, I think it is a wonderful choice)

71. —What do you think of death penalty?— () -->(I think it's good in some sense.)

72. —What do you think of this novel?— () . -->(B. It's well—written.)

73. —What do you usually do in your spare time. — () .-->(Reading)

74. —What does educational quality mean to you?— () , quality education means good learning standards in educational institutions.-->(As far as I'm concerned)

75. —What does your English teacher look like. — () .-->(She looks much like her mother)

76. —What is the most essential issue for improving educational quality?— () . -->(C. It is essential to make sure that every student learns.)

77. —What is your case?— () -->(The prosecution has charged my client of walking off with unpaid stuff!)

78. —What time does the train leave? — () .-->(At half past five)

79. —What's the best way to get to the Empire Hotel from here? ()

B. Walking through the wood

80. —What's the fare to the museum? ()

A. Five dollars

81. —What's the matter with you?

I feel a bit sick

82. —What's the weather like in this area?

It's rainy

83. —What's the best way to get to the Empire Hotel from here. — () .-->(Walking through the wood)

84. —What's the fare to the museum?— () -->(Five dollars)

85. —What's the matter with you? — () .-->(I feel a bit sick)

86. —What's the weather like in this area? — () .-->(It's rainy)

87. —Where have you been these days?

B. Actually, I have moved to the country.

88. —Would you like a tea?— () -->(Yes, please)

89. —Would you like another slice of Christmas cake? — () I'm full.-->(No more, thanks.)

90. —Would you like me to help you make a plan for the summer vacation?— () -->(I'd love to, but I'm busy tonight.)

91. —Would you like something to drink What about a cup of tea. — () -->(No, thanks.)

92. —You are late. The discussion started 30 minutes ago.— () -->(I am really sorry.)

93. —You know a good schedule brings efficiency to the work.— () -->(I see your point.)

94. —You know, sometimes clients may not turn up for their appointments.— () -->(Yes, but as far as I am concerned, building healthy relationships may help.)

95. —You needn't do the work till after the New Year.-->(Oh, good! Thank you.)

96. —You've won the football game. Congratulations!—()-->(We are really lucky.)

97. —Your ID card, please.— () -->(Here you are.)

98. — () .—Because there are many geographical and social problems.-->(Why does the inequality exist?)

99. — () no need () the radio as I'm used to studying with it on.-->(There's; turning off)

100. — () —Because there are many geographical and social problems.-->(Why does the inequality exist?)

101. — () ? A lot of things are on sale. —That's a good idea. Let's go.-->(B. Why don't we go shopping today)

102. — If trash is sorted , it can be transferred to factories instead of the disposal plant.—That makes sense. ()

A. I couldn't agree more.

103. — Let's go to the library this afternoon

C. That's a good idea

词汇与语法(222)--电大资源网: <http://www.dda123.cn/> (微信搜: 905080280)

1. A police officer claimed that the young man had attempted to () paying his fare. -->(A.avoid)

2. All students are required to translate this poem () English into Chinese.-->(from)

3. Although he did not know London well, he made his way () to the airport.-->(easily enough)

4. As the bus came round the corner, it ran () a big tree by the roadside. -->(A.into)

5. As the busiest woman there, she made () her duty to look after all the other

it

6. As the busiest woman there, she made () her duty to look after all the other people's affairs in that town.-->(it)

7. Be careful () you cross the road.-->(when)

8. Before the final examination, some students have shown of tension. They even

signs

9. Before the final examination, some students have shown () of tension. They even have trouble in sleeping.-->(signs)

10. Both the kids and their parents () English, I think. I know it from their accent.-->(are)

11. By the year 2020, China's population probably () 1.4 billion.

C. will have reached

12. Children should be encouraged to be () thinkers.-->(A.independent)

13. Combining carbon and super—capacitors () a perfect marriage.-->(seems like)

14. Did you notice the guy () head looked like a big potato?-->(whose)

15. Do you know the man () under the apple tree?-->(B.lying)

16. Don't put () in the conflict.

A. ourselves

17. Education means different things to different people, () their perspective.-->(depending on)

18. Educators need proper teaching resources () students to achieve.-->(in order for)

19. Eggs, though rich in nourishments, have () of fat.-->(a large number)

20. English teachers must pay due attention () the relationship between language learning and culture learning.

C. to

21. Equality in society is absolutely () equality in access to education. -->(linked to)

22. Every country should try their best to provide equal opportunities for every citizen to go on () their education.-->(with)

23. Every year thousands of lives () in road accidents because of careless driving.-->(are lose)

24. Firemen put their lives () of each and every day.

B. on the line

25. For many students, university is the place () they will be first exposed to different cultures and different people.-->(B.where)

26. From the passage, we can guess the author is from () .-->(the US)

27. Good afternoon. Can I help you?— () -->(I need to buy a birthday present for my son.)

28. Good morning, sir. May I help you?—() .-->(Yes, I need some salt.)

29. Had you come five minutes earlier, you () the train to Birmingham. But now you missed it.-->(B.would have caught)

30. Harry, who had failed in the final exam, had a great worry () his mind.-->(on)

31. Have you ever visited the Summer Palace, () there are many beautiful halls, ridges and a huge lake?-->(where)

32. He didn't pass the exam this time () his headache.-->(because of)

33. He had become () city life.-->(A.fed up with)

34. He has got a remarkable () from his injury.

B. recovery

35. He is fond of playing () piano while his brother is interested in listening to () music. -->(the:/)

36. He never fails () his mother on her birthday.-->(to phone)

37. He sounds so angry whenever I speak my () .

A. mind

38. He studied hard at school when he was young, () contributed a lot to his success.-->(which)

39. He talked loudly in the public

A. on purpose

40. He would be studying at the university now if he () the entrance examination.

C. had passed

41. He would be studying at the university now if he () the entrance examination.-->(had passed)

42. He would much () it if you could do him the favor.-->(C.appreciate)

43. Hello, may I speak to John? - () -->(Just a second, please.)

44. He () legal profession for 20 years. -->(A.has engaged in)

45. How can he () if he is not () ?-->(hear:listening)

46. How I wish I () travel abroad!-->(A.could)

47. How many languages does Peter speak?-- () -->(Five languages.)

48. How much has the company () this year?-->(brought in)

49. However, in too many countries and societies, women's social () is still low.-->(position)

50. I also create more (), useable art out of the trash I find. -->(C.practical)

51. I didn't know my identity card was needed, sir. - ()-->(Sorry, but that's no excuse.)

52. I don't know the park, but it's () to be quite beautiful.-->(said)

53. I feel really terrible because I () at my paper until now.-->(have been working)

54. I leave my house around at midnight and walk around the city () what I find. -->(gathering)

55. **I leave my house around at midnight and walk around the city ()**
B. gathering

56. I think the benefits of opening up space far () the damage that we can see.-->(outweigh)

57. I want to buy a () wallet for him. -->(small black leather)

58. I was giving a talk to a large group of people, the same talk I () to half a dozen other groups before.-->(had given)

59. **I wish to () the position of Social Worker as advertised on seek. com. au.**
A. apply for

60. If it () go to trial, I'm afraid the prosecution will have a field day criticizing our company in the press. -->(B.does)

61. **If I () in your position, I would marry her.**
C. were

62. If one enters a private house without asking for permission, he is likely to () burglary.-->(be accused of)

63. If she wants to stay thin, she must make a () in her diet.-->(change)

64. Important () his discovery might be, it was regarded as a matter of no account in his time. -->(C.as)

65. **In (), the northerners have a particular liking for dumplings while the southerners are fond of rice.**
C. general

66. Is the library () now? No, it's () -->(C.open; closed)

67. It is high time that we () him the truth. -->(sould tell)

68. It is no use () to remember only grammar rules.-->(trying)

69. It is not until you have lost your health () you know its value.-->(that)

70. It is said that the () developments strongly support this argument. -->(B.subsequently)

71. It is said that () boys in your school like playing football in their spare time, though others prefer basketball.-->(quite a few)

72. It was getting (), he had to stop to have a rest.-->(darker and darker)

73. It was not until 1920 () regular radio broadcast began.-->(C.that)

74. It was () he said () disappointed me.-->(what ,that)

75. **It's a good idea. But who is going to () the plan?**
A. carry out

76. **It's bad () for you to smoke in the public places where smoking is not allowed.**
A. behavior

77. **It's high time that he settled down in the country and () a new life.**
B.started

78. It's a good idea. But who's going to () the plan?-->(carry out)

79. It's bad () for you to smoke in the public places where smoking is not allowed.-->(behavior)

80. It's high time that he settled down in the country and () a new life.-->(started)

81. **Jane's dress is similar in design () her sister's.**
C.to

82. **John is sensitive () racial discrimination.**
B. to

83. John's father () mathematics in this school ever since he graduated from Harvard University.-->(C.has taught)

84. Living the country life helps us () some of the simpler things.-->(appreciate)

85. Mark Twain is a () writer.-->(productive)

86. Mary charged John () stealing her lamb. -->(C.with)

87. Mike is better than Peter () swimming.-->(at)

88. **Must we clean the room before we leave?—No, you ().**
C. needn't

89. Nancy is () girl.-->(A.an eighteen—year—old)

90. Nearly 30 years ago, China () its "Compulsory Education Law", ensuring quality and equality in education.-->(B.implemented)

91. Neither John () his father was able to wake up early enough to catch the morning train.-->(nor)

92. Never before () see such a terrible car accident on the road!-->(did)

93. No matter (), the little sisters managed to round the sheep up and drive them back home safely.-->(how hard it was snowing)

94. Oh, there aren't as many job () in the country as in the city. -->(vacancies)

95. On average, a successful lawyer has to talk to several () a day.-->(B.clients)

96. Only in this way () to make improvements in the operating system.-->(can you hope)

97. Original and good research has a trickle—down () on society. -->(A.effect)

98. Our house is about a mile from the railway station and there are not many houses-->(in between)

99. Pay attention not to tell the plaintiff's lawyer too much, () we may lose the case.-->(B.otherwise)

100. Playing in the street () dangerous. -->(A.is)

101. Politics is () a dirty business. -->(C.inherently)

102. Professor Smith promised to look () my paper, that is, to read it carefully before the defence.-->(B.over)

103. She did not take () account how much she has paid. -->(into)

104. She has two best friends. () -->(Neither of them is in the country)

105. She has two best friends. () of them is in the country.-->(Neither)

106. She said she would go and she () -->(go. did)

107. She's been interested in computer science () she was eight.-->(B.since)

108. Shortages of professional staff are very () in some places.-->(A.severe)

109. Someone got in and walked () with the bags while we were out. -->(B.off)

110. Success can breed success, if you () it.-->(C.take advantage of)

111. Team spirit () their final success.-->(A.contributes to)

112. The atmosphere () certain gases mixed together in definite proportions.-->(consists of)

113. The baby is hungry, but there's () milk in the bottle.-->(little)

114. The BBC has just successfully demonstrated a () radio transmission system.-->(C.digital)

115. The benefits of university () a positive, diverse environment must be seen by students.-->(as)

116. **The computer system () suddenly while he was searching for information on the Internet.**
A. broke down

117. The customer sued the company () late delivery of the goods.-->(A.for)

118. The film brought the hours back to me () I was taken good care of in that remote village. -->(A.when)

119. The global economy requires an educated workforce able to apply the existing technology and () new science and technologies.-->(to develop)

120. The global economy requires an educated workforce able to apply the existing technology and () new science and technologies. -->(C.to develop)

121. The governments should _ () more educational funds for training teachers and improving school facilities.-->(C.set aside)

122. The indebtedness arising () the transactions between the plaintiff and the defendant shall be under the legal power of Chinese laws.-->(out of)

123. The new order means () overtime. -->(working)

124. The old houses are being pulled down to () a new office block.-->(make room for)

125. The plaintiff () proving his innocence.-->(had trouble)

126. The plastic surgeon may provide several plans for your facial () -->(B.reconstruction)

127. The problem is not () so easy as you think. It's far from being settled.-->(nearly)

128. The productivity () economic growth. -->(fosters)
 129. The reason why he didn't come to school was () he was ill.-->(C.that)
 130. The red flower goes from one to () in the class.-->(another)
 131. The sports meeting was put off till the next week () rain.-->(because of)
 132. The students were all entertained in a Mexican restaurant, at Professor Brian's () -->(expense)
 133. **the War of Independence, the United States was an English colony.**
 A. Before
 134. The wild flowers looked like a soft orange blanket () the desert.-->(covering)
 135. The young actor who had been thought highly of () to be a great disappointment.-->(turned out)
 136. The young lady coming over to us () our English teacher; the way she walks tells us that!-->(A.must be)
 137. The young () interested in pop music. -->(are)
 138. The () increased the contradictions between the two countries.-->(C.incident)
 139. There are () evidence to be sorted out. -->(plenty of)
 140. There aren't () many job vacancies in the country as in the city.-->(as)
 141. **There is no time to waste because the future of schools and students is () the line.**
 C
 142. There is still a lot of work () on teacher training. -->(to be done)
 143. There is () evidence to be sorted out. -->(C.plenty of)
 144. There's lots of fruit () the tree. Our little cat is also in the tree.-->(on)
 145. These are certainly beautiful flowers. Thank you very much.-->(It's my pleasure.)
 146. They all left for home, () the work uncompleted. -->(A.remaining)
 147. They have learned about () in recent years.-->(hundreds of English words)
 148. They have learned about () English words in recent years.-->(hundreds of)
 149. This is a highly () new heating system.-->(B.efficient)
 150. This kind of material expands () the temperature increasing.-->(with)
 151. This overcoat cost () . What's more, they are () small for me.-->(too much;much too)
 152. Tim speaks Italian () Chinese and German. -->(as well as)
 153. Today's weather is () worse than yesterday's. -->(B.much)
 154. Tom asked me to go to play football and () -->(B.so I did)
 155. Tom can speak French. () -->(B.So can Jack)
 156. Tom, what did you do with my documents? I have never seen such a () and disorder! -->(B.mess)
 157. Touch—() 3D maps help the blind too much.-->(A.responsive)

158. Two days is not enough for him to finish the work. He needs () day.-->(a third)
 159. Two thousand dollars () enough for the car.-->(is)
 160. Was () that I saw last night at the concert? -->(it you)
 161. **We should sort things () to deal with the prosecution.**
 B. out
 162. We trust this new product of ours will () to your market.-->(A.appeal)
 163. **We'd better () Mr. Devis.**
 A. wait for
 164. **We () to deliver the goods within a week .**
 B.guarantee
 165. We () to deliver the goods within a week.-->(guarantee)
 166. What he said () correct. -->(C.is)
 167. What is the train () to Birmingham?-->(fare)
 168. When Lily came home at 5 pm yesterday, her mother () dinner in the kitchen.-->(B.was cooking)
 169. When we were students we()often stay up all night.-->(B.would)
 170. **will have reached**
 which
 171. Will you () me a favor, please-->(do)
 172. **wish to() the position of Social Worker as advertised on seek, com. au.**
 A. apply for
 173. With his work completed, the manager stepped back to his seat, feeling pleased () he was a man of action.-->(that)
 174. With these suggestions, your child can grow up to be a () and successful adult that you can be proud of.-->(B.respectable)
 175. Would you like something () ?-->(to drink)
 176. You are late. The discussion started 30 minutes ago. -->(I am really sorry.)
 177. You know that I'm a person of () temper. Sometimes I just can't control my mouth.-->(hot)
 178. **You should be responsible () your behavior.**
 B. for
 179. You should take () to give Mary the solutions she needs.-->(initiative)
 180. **You shouldn't () your time like that, Bob; you have to finish your school work**
 kill
 181. You shouldn't () your time like that, Bob;you have to finish your school work tonight.-->(kill)
 182. You will get your cosmetic surgery on your nose. Please tell me if you like this medical plan () -->(A.or not)
 183. You will quickly get used to () this new digital camera.-->(B.using)
 184. You () been to the Great Wall-->(A.must have)
 185. You'd better () your lawyer.-->(consult)
 186. Your paper is good, () some grammar mistakes. -->(C.apart from)
 187. You () been to the Great Wall. -->(A.must have)

188. —Did the medicine make you feel better? —No. The more () , () I feel.-->(medicine I take; the worse)
 189. —**Is it better to be intelligent or physically attractive ?** — () For me, being intelligent is better, but that depends on.
 190. —Tom can speak French. — () -->(So can Jack.)
 191. — () extravagant eating and drinking and pay attention to thrift and economy. -->(Oppose)
 192. — () her and then try to copy what she does.-->(Watch)
 193. —() is not the ultimate goal for us college students. -->(Diploma)
 194. — () is the population of Paris?-->(What)
 195. —() the War of Independence, the United States was an English colony.-->(Before)
 196. — () these honours he received a sum of money. -->(Besides)
 197. — () tomorrow's lessons, Frank has no time to go out with his friends. -->(Not having prepared)
 198. — () trash separated, pollution caused by incineration can be avoided. -->(With)
 199. — () you pick up the case, you will never give up. -->(A once)
 200. () **you go at once you will be late.**
 A. Unless
 201. () extravagant eating and drinking and pay attention to thrift and economy.-->(B.Oppose)
 202. () **her and then try to copy what she does.**
 Watch
 203. () **hese honours he received a sum of money.**
 C.Besides
 204. () **Is the population of Paris?**
 C.What
 205. () **no need () the radio as I'm used to studying with it on.**
 There's; turning off
 206. () the lawyer will come this afternoon.-->(Maybe)
 207. () **the War of Independence, the United States was an English colony.**
 Before
 208. () **these honours he received a sum of money.**
 Besides
 209. () tomorrow's lessons, Frank has no time to go out with his friends.-->(Not having prepared)
 210. () you pick up the case, you will never give up.-->(Once)
 211. () , he knows a lot about computer. -->(C.Child as he is)
 212. () **extravagant eating and drinking and pay attention to thrift and economy.**
 B
 213. () her and then try to copy what she does.-->(Watch)
 214. () is not the ultimate goal for us college students.-->(B.Diploma)
 215. () is the population of Paris?-->(What)
 216. () no need () the radio as I'm used to studying with it on.-->(There's;turning off)
 217. () the lawyer will come this afternoon.-->(Maybe)
 218. () the War of Independence, the United States was an English colony.-->(Before)

- 219、 () these honors he received a sum of money.-->(Besides)
 220、 () tomorrow's lessons, Frank has no time to go out with his friends. -->(B.Not having prepared)
 221、 () **trash separated, pollution caused by mcmeration can be avoided.**
 B. With
 222、 () you pick up the case,you will never give up.-->(Once)
 阅读理解 (单选) (17)--电大资源网: http://www.dda123.cn/ (微信搜: 905080280)

- 1、 **Babies who are breast-fed may be more li...**
- 2、 **Charity is a concept which dates back to...**
- 3、 **Education and academic quality can mean ...**
- 4、 **Educators, parents, students and communi...**
- 5、 **Every day, the news of the world is rela...**
- 6、 **Hourly billing is the best way to be cha...**
- 7、 **Imagine a school that expected its stude...**
- 8、 **Is that 6 a.m. wokeout getting in the wa...**
- 9、 **It can be really frustrating (使人沮丧的)...**
- 10、 **Jim Thorpe was a Native American.**
- 11、 **Liu Hui interviews Dr. Smith about the i...**
- 12、 **Maggie Walker was born in 1867 in Richmo...**
- 13、 **People say that money cannot buy happine...**
- 14、 **Respondent: Binhai People' s Hospital...**
- 15、 **Since its founding in 1948, McDonald's h...**
- 16、 **The celebration of International Women'...**
- 17、 **When Bill de Blasio ran for New York Cit...**

- 1、 **Babies who are breast-fed may be more likely to be successful in life,**
 1. From the passage, we learn that Horta -->**A. is from Brazil**
 2. Which of the following about those who were breast-fed is NOT mentioned?-->**B. They were happier**
 3. Which of the following is TRUE?-->**C. Horta's research project lasted about 30 years**
 4. The word contaminated in Paragraph 3 is closest in meaning to -->**C. polluted**
 5. Which of the following is an appropriate title for this passage?-->**C. Breast-feeding Improves Chances of Success"**
- 2、 **Charity is a concept which dates back to Biblical times,**
 21.The charity originally means to () -->**A. help the poor which makes the rich feel good**
 22.When does social work begin? -->**A. Around the time of the industrial revolution.**
 23. Modern-day social work deals with the following problems except? -->**C.education**
 24. In order to help clients live a productive life, social workers can turn to the assistance of () -->**B.family members**
 25.Which statement about social work is NOT True? -->**C.Social work is that the rich people want to help the poor people.**

- 3、 **Education and academic quality can mean different things to different people,**
 Education and academic quality can mean different things to different people, depending on their pers pective, role and context and, in part because of this, quality is notoriously difficult to evaluate. The que stion of how to do this has been pursued for many years.
 26. People may look at education and academic quality () because of their background.--> **A. differently**
 27. This passage may have been written when there was a(n) () -->**C. global economic crisis**
 28. The World Bank and UNESCO called for governments to encourage () --> **B. strong national research system to be set up**
 29. Chinese students and academics are encouraged to make contributions to () -->**A. improving evaluation system**
 30. Original and good research, especially in () , has a trickle-down effect on society. --> **C. science, economics and social science**
- 4、 **Educators, parents, students and community members in Miami**
 Educators, parents, students and community members in Miami-Dade and Broward counties are joining together to reclaim the promise of public education. (此处省略***) We still have hope for our schools and students because the nation's public education system makes up the foundation of our future.
 (1) From the passage, we can guess the author is from () -->**C.the US**
 (2) Educators, parents and community members are working together in order to () -->**A.guarantee all students with opportunities to attend quality public schools**
 (3) What does "obstacle " mean in paragraph 3?-->**A.Something that stands in the way.**
 (4) What do educators need for professional development?-->**C.Opportunity.**
 (5) According to the passage, is there any simple solution for the challenges they are facing?-->**B.No.**
- 5、 **Every day, the news of the world is relayed to people by over 300 million copies of daily papers,**
 Every day, the news of the world is relayed to people by over 300 million copies of daily papers, over 400 million radio sets, and over 150 million television sets. Additional news is shown by motion 省略...
 1、 According to the author, people in today's world () -->**are affected more by whatever happens in the other parts of the world**
 2、 According to the passage, the expression "no man is an island" means that () -->**every man belongs to some society**
 3、 People learn about what happened in the world through () -->**both A and B**
 4、 The passage suggests that newspaper has been published for about () -->**400 years**
 5、 Today the publishing of newspapers and magazines is more economical because () -->**new inventions are changing the techniques of newspaper publishing**

- 6、 **Hourly billing is the best way to be charged for legal services.**
 Hourly billing is the best way to be charged for legal services. About 95 percent of lawyers still perform their legal work on an hourly basis. (此处省略***) It encourages companies to contact their counsel on non-litigation, non-crisis matters, and to save money in the long run by engaging in more preventive legal action.
 1. () is the best way to be charged for legal services. -->**B.Hourly billing**
 2.A flat-fee approach () -->**A.is suitable for repetitive tasks**
 3. () make the law firm share your risk and encouragement. -->**C.Contingency fees**
 4.Legal work involving a number of legal specialties should consider using () --> **A.blended hourly fees**
 5.You have to eye the clock when you talk to the lawyer when you choose () --> **B.the old "bill by the hour" deal**
- 7、 **Imagine a school that expected its students to become literate(有读写能力的)**
 1. Which of the following is the main idea of this passage?-->**B. The author and his staff embed virtues into lessons and school life to encourage character development in children.**
 2. We can infer from the first paragraph that -->**C. the approach to character education is generally considered different from the approaches to other skills**
 3. The word "'philosophy'" in the first paragraph is closest in meaning to -->**C. viewpoint**
 4. The author is a -->**A. teacher**
 5. Which of the following is NOT mentioned in the passage as a way to build character in children?-->**A. Story readings and discussions.**
- 8、 **Is that 6 a.m. wokeout getting in the way of good sleep?**
 1. According to the passage, lack of sleep for a long while can probably lead to all of the following EXCEPT -->**A. heart disease**
 2. The main idea of the third paragraph is -->**C. how the research was conducted**
 3. What does the "leach" in the last paragraph probably mean? -->**C. Leak.**
 4. Which of the following is NOT TRUE according to the passage? -->**B. More and more studies are done to study the link between sleep and weight.**
 5. Which of the following is an appropriate title for this passage? -->**B. Sleep Experts Had Exciting Findings in a Fat Study**
- 9、 **It can be really frustrating (使人沮丧的) for an overweight**
 1. The word zaftig in Paragraph 1 is closest in meaning to -->**A. fat**
 2. We can infer from the first two paragraphs that -->**B. overweight people are often frustrated and pushed away by traditional gym industry**
 3. What is the training goal in the gyms catering to overweight members?-->**A. To achieve functional fitness.**
 4. As for the gyms catering to overweight members, which of the following statements is NOT TRUE?-->**C. There are large mirrors on the walls.**
 5. Which of the following is the best title for the passage?-->**C.**

Specialized Gyms Designed for Overweight People.

10、 Jim Thorpe was a Native American.

Jim Thorpe was a native American. He was born in 1888 in an Indian Territory(印第安人保护区)that is now Oklahoma. (此处省略***)

When the King of Sweden presented Thorpe with his two gold medals, he said, "Sir, you are the greatest athlete in the world." Thorpe was a simple and honest man. He just answered, "Thanks, King."

1.From the passage we learn that Jim Thorpe was born in () .-->**C. Oklahoma**

2.According to the passage, most American Indian children loved all the following EXCEPT () . --> **B. singing**

3.Jim Thorpe started to play sports () . --> **B. when he was 16 years old**

4.The word "decathlon" in paragraph 3 probably means () . --> **C. ten track and field events**

5.Which of the following is NOT TRUE? --> **A. In 1912, Thorpe went back to finish his college education.**

11、 Liu Hui interviews Dr. Smith about the issue of educational inequality.

1. Well, researchers link educational inequality to -->**C. racial, socioeconomic and geographic reasons**

2. According to the passage, -->**C. in the United States, skin color is linked to the inequality in education**

3. Educational inequality exists in -->**C. all the countries**

4. What does the word "eradicate" mean in the passage? -->**A. get rid of**

5. What's the attitude of Dr. Smith to the future of education equality? -->**B. positive**

12、 Maggie Walker was born in 1867 in Richmond,

1. Maggie's father died-->**C. when she was very young**

2. Which of the following is NOT TRUE?-->**B. Maggie was once a slave.**

3. Which of the following is TRUE?-->**A. Maggie loved to help other African Americans.**

4. The word impoverished in Paragraph 1 is closest in meaning to-->**C. poor**

5. After Paragraph 4, the author will probably talk about Maggie's-->**B. next project**

13、 People say that money cannot buy happiness. This was true for Howard Hughes.

21. According to the passage, Howard Hughes was not () .-->**C. friendly**

22. Which of the following about Hughes' father is NOT TRUE?-->**B. He drank alcohol a lot.**

23. Howard Hughes' parents died () .-->**B. before he was 19 years old**

24. The word obsessed in Paragraph 2 probably means () .-->**A. troubled**

25. From the passage, we learn what Mr. Hughes lacked in his life was () .-->**B. love**

14、 Respondent: Binhai People' s Hospital

Address: No 7, Binhai Road, Binhai City The following answer is given to Zhang Hua' s claim for personal-injury compensation by the Binhai People' s Hospital:

1. According to the plaintiff, () should be responsible for compensating Zhang Hua.-->**A. Binhai People' s Hospital**

2. Zhang Hua had an oral contract with-->**B. Binhai No. 2 Construction and Installation Company**

3. The respondent stated () reasons to reject Zhang Hua' s claim. -->**C. 3**

4. Zhang Hua himself () bear some responsibilities. -->**A. should**

5. () was quoted by the respondent.-->**C. General Principles of the Civil Law**

15、 Since its founding in 1948, McDonald's has grown from a family burger (汉堡包)

Since its founding in 1948, McDonald's has grown from a family burger (汉堡包) stand to a global fast-food chain, with more than 30,000 locations in 118 countries. (此处省略***) But regardless of whether you like their food or their policies, McDonald's is still widely seen as one of the true pioneers of peaceful globalization.

1. According to the passage, which of the following statements is NOT TRUE? -->**B. McDonald's has opened its restaurants in every city of the world.**

2. The word ubiquitous in Paragraph 2 is most likely to mean -->**C. existing everywhere**

3. From Paragraph 2, we can conclude that -->**A. McDonald's designs its menu to suit the local people**

4. What did Jose Bove and his people do in 1999 to protest against McDonald's?-->**A. They destroyed a McDonald's under construction.**

5. In () , an employee died in a fatal bomb attack on a McDonald's restaurant in France. -->**C. 2000**

16、 The celebration of International Women's Day (IWD) in 2011 was special as it marked the 100th anniversary of IWD.

The celebration of International Women's Day (IWD) in 2011 was special as it marked the 100th anniversary of IWD. (此处省略***)

Strengthening the bridges between education, training, science and technology and the labor market is important in order to promote equal opportunity to decent employment for women.

1.2011 International Women's Day (IWD) was special because () .--> **B.it is 100th anniversary**

2. () is a key factor of economic growth and social change and the women's empowerment. --> **C.Education**

3.Which of the following is not suffered by women in society nowadays? --> **C.Family burden.**

4.Which one is NOT mentioned in relation to "education equality"? --> **B.Development of new science.**

5.What is the best title for the passage? --> **A.Creating Equal Access to Education.**

17、 When Bill de Blasio ran for New York City mayor last year,

1. Which of the following is the main idea of the passage?-->**C. New York City will soon end a ban on cell phones in schools.**

2. Students pay --> a day to leave their cell phones in a van parked

near their school.-->**A. a dollar**

3. Metal detectors were installed in 88 city schools, mainly to keep() out of schools. -->**B. weapons**

4. The word discriminatory in Paragraph 5 probably means -->**C. unfair**

5. According to the passage, which of the following statements is TRUE?-->**C. A phone-storage industry has appeared outside the 88 metal-detector campuses."**

阅读理解 (判断) (11)--电大资源网: <http://www.dda123.cn/> (微信搜: 905080280)

1、 **All communication begins with the sender...**

2、 **Dear Mr. Brown, I wish to apply for the ...**

3、 **Education and academic quality can mean ...**

4、 **Graffiti painting is traditionally a dar...**

5、 **Is teaching important? Well, of course i...**

6、 **I've been living in the country for mor...**

7、 **James Bush**

8、 **Liu Hui and Molly are discussing the iss...**

9、 **NEW YORK- The five men facing trial in t...**

10、 **The National Union of Students (NUS) wel...**

11、 **To: Guangzhou People's Court Plaintiff: ...**

1、 **All communication begins with the sender and ends with the receiver.**

All communication begins with the sender and ends with the receiver. The sender is responsible for successful conveyance.

1. The sender' s gender also influences the message.-->**F**

2. Encoding is a process that translating information into symbols which serve as the ideas or concepts of the message that will be sent later.-->**T**

3. These symbols are usually words and sentences in written form.-->**F**

4. Channel is not crucial for conveying the message.-->**F**

5. Feedbacks enable the sender to know whether the receiver has received the message successfully or not.-->**T**

2、 Dear Mr. Brown, I wish to apply for the position of Social Worker

Dear Mr. Brown, I wish to apply for the position of Social Worker as advertised on seek.com.au. Please find my resume attached. (此处省略***) My duties have included providing psychosocial support to clients, in the form of one-on-one counselling as well as group therapy; developing and overseeing treatment plans

1. James has almost two-year experiences of social work.-->**T**

2. James provides psychosocial support to clients, only in the form of group therapy. -->**F**

3. James does not give advice to family caregivers. -->**F**

4. James's strong verbal and written communication skills have been well used in this position. -->**T**

5. James believes he would be a valuable staff to St Paul's Hospital if given the opportunity. -->**T**

3. Education and academic quality can mean different things to different people,

Education and academic quality can mean different things to different people, depending on their perspective, role and context and, in part because of this, quality is notoriously difficult to evaluate. The question of how to do this has been pursued for many years.

21. Education quality is hard to evaluate. -->T

22. Economic development doesn't have effect on the improvement of educational quality. -->F

23. The quality of knowledge is becoming less critical to national competitiveness. -->F

24. International collaboration and exchange of the best evaluation policy and practice can bring substantial advantage. -->T

25. According to the passage, we should improve international cooperation on research and evaluation. -->T

4. Graffiti painting is traditionally a daredevil pursuit.

Graffiti painting is traditionally a daredevil pursuit. Teenagers dodge security guards to put their names on trains and buses. But over the past decade, graffiti has all but disappeared from Britain's streets...

1. Graffiti decreases because of better policing. -->T

2. Less tags can be found in public places nowadays. -->T

3. Some teenagers go to art school in order to learn to paint walls. -->F

4. Taggers and graffiti artists are still willing to take risks. -->F

5. Teenagers are not afraid of being caught by security guards when they put their names on trains and buses. -->F

5. Is teaching important? Well, of course it is.

Is teaching important? Well, of course it is. There was a time when the necessary knowledge could be taught to the young by family members. (此处省略***) The public expects "quality people" to teach the young, and progress is being made to offer better benefits and higher salaries to appeal to more talented people to become school teachers.

1. Just because societies became more complex, teaching came into being as a career. -->F

2. All children in the world can go to schools. -->F

3. We need more responsible teachers who succeed in teaching important information to the young. -->T

4. Teachers' salaries today are higher than before. -->T

5. Everyone can be a quality teacher. -->F

6. I've been living in the country for more than 10 years.

I've been living in the country for more than 10 years. It means quietness, privacy, harmony and peace for me. (此处省略***) I really enjoy living the country life. I know it's not for everyone, but I know it's for me.

1. The author has lived in the countryside for more than a decade, and he/she loves living there. -->T

2. Living in the country is not busy at all. -->F

3. The author takes a walk or drives along country roads almost every day. -->T

4. People living in the country usually go shopping every Saturday. -->T

5. According to the author, nobody dislikes countryside life. -->F

7. James Bush

James Bush
35 West 9 Avenue
Pensacola, FL 23506

P: (03)

M: 0651 222555

E.

[Date]

Yours sincerely

James Bush

1. James has almost two-year experiences of social work. -->T

2. James provides psychosocial support to clients, in the form of group therapy. -->F

3. James does not give advice to family caregivers. -->F

4. James's strong verbal and written communication skills have been well used in this position. -->T

5. James believes he would be a valuable staff to St Paul's Hospital if given the opportunity. -->T

8. Liu Hui and Molly are discussing the issue of educational quality at a workshop.

Liu Hui and Molly are discussing the issue of educational quality at a workshop. Liu Hui: Hi, Molly. Today's topic is educational quality. First, what does educational quality mean to you? 省略...

1. All universities in the U.S. offer high-quality education. -->F

2. Diploma mills cannot provide high-quality education. -->T

3. In China, there isn't any diploma mill. -->F

4. Liu Hui disagrees with Molly on the meaning of education quality. -->F

5. Molly thinks that educational quality ensures a satisfactory outcome for learners. -->T

9. NEW YORK- The five men facing trial in the Sept.

NEW YORK- The five men facing trial in the Sept. 11 attacks will plead not guilty. They would state their criticisms of US foreign policy, the lawyer for one of the defendants said Sunday. (此处省略***) The course of justice will be led appropriately and with minimal break, as federal courts have done in the past."

1. The five men thought that the US foreign policy should be blamed for the 911 attack. -->T

2. Scott Fenstermaker is the lawyer for Ali Abd al-Aziz Ali and four other men. -->F

3. Nearly 3,000 people were killed in the 911 attack. -->T

4. The press didn't care about this civilian federal trial. -->F

5. We can infer from the article that prisoners also have their freedom to express their own views in the USA. -->T

10. The National Union of Students (NUS) welcomes the news

The National Union of Students (NUS) welcomes the news that greater numbers of black and disabled students are studying at UK universities, (此处省略***) But the benefits of university as a positive, diverse environment must be seen by students as adding

"value" as much as any other factor before the numbers game is really won by the champions of diversity.

1. We need to hear more from non-traditional students about their experience of accessing higher education. -->T

2. Greater numbers of black and disabled students are studying at Chinese universities. -->F

3. Equality in society is linked to equality in access to education. -->T

4. For many students, university is the last place where they will get to know different cultures and different people. -->F

5. Students can see the benefits of university as a positive, diverse environment. -->T

11. To: Guangzhou People's Court Plaintiff:

To: Guangzhou People's Court Plaintiff: Handcup Marketing Domicile: No. 33, 4th Road, New York Legal Representative: Qingguo Su Position: Manager of Handcup Marketing 省略...

1. Handcup Marketing is suing South China Corporation of not paying for the transactions. -->T

2. Qing Su is a lawyer. -->F

3. The plaintiff has got well prepared before filing the lawsuit. -->T

4. The plaintiff didn't know which laws and regulations should be applied in this case. -->F

5. The defendant owed the plaintiff RMB 15,000,000 for the dispatched products. -->T

写作题(21)--电大资源网: <http://www.dda123.cn/> (微信搜: 905080280)

1. Write a comment on the impact of televis...

2. Write a memo based on the following info...

3. Write a passage about 120 words on how t...

4. Write a passage about 120 words on The E...

5. Write a passage about 120 words the impo...

6. Write a passage on how to improve the eq...

7. Write a passage on how to overcome diffi...

8. Write a passage on living in a big city...

9. Write a passage on the importance of eff...

10. Write a passage on the job I like (我喜欢...

11. (补充完整) Complete the cover letter with t...

12. (补充完整) Complete the cover letter with t...

13. (补充完整) Education and academic quality c...

14. (补充完整) Liu Hui: Gordon, may I ask you a...

15. (补充完整) Para 1

16. (补充完整) Peter: Molly, look at this. The ...

17. (补充完整) The National Union of Students (...

18. 写一份“公司合作合同公证书”。...

19. 写一份“授权委托书”。

20. 写一份求职信。

21. 写一份商务备案录。

1. Write a comment on the impact of television on family relationship (电视对家庭关系的影响)。

The passage should be about 120 words. You may follow the cues given below.

(1) Do you think that the impact of television on family relationship is positive or negative? Or both?

(2) List two or three reasons to prove that the impact is positive or negative.

(3) What are your suggestions to make the family relationship healthier?

【题目翻译】

写一篇关于电视对家庭关系影响的评论(电视对家庭关系的影响)。文章长度为120字左右。你可以遵循下面给出的提示。

(1)你认为电视对家庭关系的影响是积极的还是消极的?还是两个?

(2)列出两三个理由来证明影响是积极的还是消极的。

(3)你有什么建议可以让家庭关系更健康?

【参考范文1】

With the rapid development of modernization, television becomes a necessity in every house. Recently, a research shows that 95% of children form the habit of watching TV for long hours every day, which makes teachers and parents panic, because watching TV for long hours may have very negative effects on the children.

The bad influence of watching TV for long hours covers the following points. First of all, there are a lot of illegal programs which may lead the children to the wrong way or form the wrong values. Secondly, with plenty of series to choose from, children become less interested in taking exercises. TV has kept children indoor while they should spend time playing outside. Thirdly, the excessive watching TV can lower the children's ability to study.

Undoubtedly, it is high time that parents should help the children to deal with the relation with the TV. Also, children ought to do some creative things like reading, singing, painting, and running instead of sitting in front of the TV all day long.

【译文】

随着现代化的快速发展,电视成为每个家庭的必需品。最近,一项研究表明,95%的孩子养成了每天长时间看电视的习惯,这让老师和家长感到恐慌,因为长时间看电视可能会对孩子产生非常负面的影响。

长时间看电视的坏影响包括以下几点。首先,有很多非法的节目可能会引导孩子们走上错误的道路或形成错误的价值观。其次,有太多的系列节目可以选择,孩子们对锻炼不太感兴趣。电视让孩子们呆在室内,而他们本应该花时间在户外玩耍。第三,过度看电视会降低孩子的学习能力。

毫无疑问,父母是时候帮助孩子处理好与电视的关系了。此外,孩子们应该做一些创造性的事情,如阅读、唱歌、绘画和跑步,而不是整天坐在电视机前。

【参考范文2】

About Television

Television has its good as well as bad sides. It makes us informed of daily news, lets us know the outside world, provides lessons for learners, and it has brought joy and interest into people's lives. Unfortunately, some television programs have been extremely harmful to the young. Violent movies are shown on TV programs. Children regard the murders as heroes or models, so they imitate. Therefore there happened many murders or shooting cases in

American campuses. What a big harm.

So young people should learn to get rid of the bad influences of TV and learn to make use of the advantages that TV brings us.

【译文】

关于电视

电视有好也有坏。它让我们了解日常新闻,让我们了解外面的世界,为学习者提供课程,它给人们的生活带来了快乐和兴趣。不幸的是,一些电视节目对青少年极其有害。电视节目播放暴力电影。孩子们把杀人犯视为英雄或模范,所以他们模仿。因此,在美国校园里发生了许多谋杀或枪击案件。多么大的伤害啊。所以年轻人应该学会摆脱电视的坏影响,学会利用电视给我们带来的好处。

【参考范文3】

TV plays the vital role in our life.

TV can be seen everywhere in our daily life. Almost each family has one TV set. However, there is a good side and a bad side to everything, and TV is no exception.

TV has its advantages. TV is very important to help me to get information and knowledge. Various TV programs make me get to know the world and help me with my studies.

However, TV also has its disadvantages. Watching too much TV program can waste a lot of time. Some programs are boring and useless, and they can bring us bad information.

So, every coin has two sides, we should choose the right one.

【译文】

电视在我们的生活中起着至关重要的作用。

电视在我们的日常生活中随处可见。几乎每个家庭都有一台电视机。然而,任何事物都有好的一面和坏的一面,电视也不例外。

电视有它的优点。电视对帮助我获取信息和知识很重要。各种各样的电视节目让我了解世界,帮助我学习。

然而,电视也有它的缺点。看太多电视节目会浪费很多时间,一些节目很无聊和无用,他们会给我们带来不好的信息。

所以,每个硬币都有两面,我们应该选择正确的一面。

【参考范文4】

Television is indeed the only way for us to receive information.

However, if we do not have a proper rest, no matter how great a creation is, it will hurt our eyes. However, the invention of television has affected our life, expanded our knowledge and intervened in our work and rest. We used to work at sunrise and sunset. Since we had TV, we also had more entertainment activities in the evening. Not only can we forget the unpleasant things, but also make the warm laughter at home, which can not only heal our hearts but also promote our feelings. As the saying goes, "a day's need, a hundred works for preparation." In fact, there are a lot of essential things in life, which are the crystallization of many people's painstaking efforts, such as the television that spreads knowledge, the computer that transmits information, the car that shortens the distance, the paper that records the drops and the light that lights the world. It's all the achievements of predecessors who have racked their brains and made our life more perfect and convenient! When we enjoy the convenience brought by these inventions, we should cherish them even more so as to live up to

the great contributions of the inventors.

【译文】电视确实是我们接收信息的唯一途径。然而,如果我们没有适当的休息,再伟大的创作,它会伤害我们的眼睛。然而,电视的发明影响了我们的生活,扩展了我们的知识,介入了我们的工作和休息。我们过去常常在日出和日落时工作。因为我们有电视,我们也有更多的娱乐活动在晚上。我们不仅可以忘记不愉快的事情,还可以在家里制造温暖的笑声,这不仅可以治愈我们的心灵,还可以促进我们的感情。俗话说:“一日之需,百日之准备。”其实,生活中有很多必不可少的东西,都是许多人心血的结晶,比如传播知识的电视,传递信息的电脑,缩短距离的汽车,记录水滴的纸,照亮世界的灯。这都是前人绞尽脑汁的成果,让我们的生活更加完美便捷!当我们享受这些发明带来的便利时,我们应该更加珍惜它们,以不负发明者的巨大贡献。

【参考范文5】

TV's bad effects on family and friendship

From my own experience I find this truth: TV is bad for family and friendship. There are three reasons.

Firstly, it's hard to take a good use of TV. Too many TV series, advertisements, and many other things on TV could attract too much attention or time in real life. Thus, your valuable youth will surely lose many opportunities and meaningful activities. It's true for your whole family.

Secondly, if you put too much time on watching TV, you won't take a good care of your relationship with friends. That means it'll do harm on your important friendship.

Lastly, watching TV is bad for your eye health. Think about what else would be better if your health were not good enough.

【译文】

电视对家庭和友谊的不良影响

从我自己的经验中,我发现了这个道理:电视不利于家庭和友谊。有三个原因。

首先,很难充分利用电视。电视上太多的电视连续剧,广告和许多其他事情都可能在现实生活中吸引过多的注意力或时间。因此,您的宝贵青年必将失去许多机会和有意义的活动。这对您全家人都是如此。

其次,如果您花太多时间在看电视上,您将无法很好地照顾与朋友的关系。这意味着它将损害您的重要友谊。

最后,看电视不利于您的眼睛健康。考虑一下如果您的健康状况不佳,还有什么更好的选择。

【参考范文6】

About Television Television has its good as well as bad sides.

It makes us informed of daily news, lets us know the outside world, provides lessons for learners, and it has brought joy and interest into people's lives.

Unfortunately, some television programs have been extremely harmful to the young. Violent movies are shown on TV programs. Children regard the murders as heroes or models, so they imitate. Therefore there happened many murders or shooting cases in American campuses. What a big harm.

So young people should learn to get rid of the bad influences of TV and learn to make use of the advantages that TV brings us.

【译文】

电视有好的一面也有坏的一面。

它让我们知道每天的新闻，让我们知道外面的世界，为学习者提供课程，它给人们的生活带来了快乐和兴趣。

不幸的是，一些电视节目对青少年是极其有害的。电视节目中播放暴力电影。孩子们把凶手当作英雄或榜样，所以他们模仿。因此，美国校园里发生了许多谋杀或枪击事件。多么大的伤害啊。所以年轻人应该学会摆脱电视的坏影响，学会利用电视给我们带来的好处。

【参考范文 7】

Television has a complex impact on family relationships. I believe it has both positive and negative aspects.

On the positive side, it offers a common source of entertainment that families can enjoy together, promoting shared experiences and strengthening bonds. It also provides educational programs that can enhance knowledge and stimulate family discussions.

However, the negative effects cannot be ignored. Excessive TV watching reduces face-to-face communication among family members, leading to a lack of interaction and emotional connection. Moreover, some programs may present negative values that influence family members' behaviors and perspectives.

To make family relationships healthier, we should limit TV time and prioritize quality family time. Engage in activities like having meals together, sharing stories, and playing games. Also, choose educational and positive programs to watch and discuss together.

In conclusion, while television can be a source of enjoyment and learning, we need to manage its use to ensure it doesn't harm family relationships.

【译文】电视对家庭关系有着复杂的影响。我认为它既有积极的一面，也有消极的一面。

从积极的一面来看，它为家庭提供了一个共同的娱乐来源，可以一起享受，促进分享经验，加强联系。它还提供可以增进知识和促进家庭讨论的教育项目。

然而，负面影响也不容忽视。过度看电视减少了家庭成员之间面对面的交流，导致缺乏互动和情感联系。此外，一些节目可能会呈现负面的价值观，影响家庭成员的行为和观点。

为了使家庭关系更健康，我们应该限制看电视的时间，优先考虑有质量的家庭时间。参加一些活动，比如一起吃饭，分享故事，玩游戏。同时，选择一些有教育意义和积极的节目一起观看和讨论。

总之，虽然电视可以成为享受和学习的源泉，但我们需要管理它的使用，以确保它不会损害家庭关系。

【参考范文 8】

Television can have both positive and negative impacts on family relationships. On the one hand, it can provide shared entertainment and topics for discussion, bringing the family together. It can also educate and inform. However, it can also lead to less face-to-face communication and time spent together. Families may become addicted and neglect real interaction. To make the relationship healthier, we should set limits on TV time and prioritize activities like family meals and outings. We should also encourage more

conversations and shared experiences without the distraction of the screen. By being mindful of its effects, we can ensure television enriches rather than detracts from our family bonds.

【译文】电视对家庭关系既有积极影响，也有消极影响。一方面，它可以提供共同的娱乐和讨论的话题，把家人聚集在一起。它还可以教育和提供信息。然而，这也会导致面对面交流的减少和相处的时间减少。家庭可能会上瘾，忽视真正的互动。为了使关系更健康，我们应该限制看电视的时间，并优先考虑家庭聚餐和郊游等活动。我们还应该鼓励更多的对话和分享经验，而不受屏幕的干扰。通过注意它的影响，我们可以确保电视丰富而不是削弱我们的家庭纽带。

【参考范文 9】

Television can have both positive and negative impacts on family relationships. On the one hand, it provides shared entertainment and can be a topic for discussion, enhancing family bonds. However, it can also lead to less face-to-face communication and time spent together. To make the relationship healthier, we should set limits on TV time and prioritize real interactions. Also, choosing shows that can be watched and discussed together can be beneficial. It's crucial to find a balance and ensure that television doesn't overshadow the importance of genuine family connections.

【译文】电视对家庭关系既有积极影响，也有消极影响。一方面，它提供了共享的娱乐，可以成为一个讨论的话题，加强了家庭纽带。然而，这也会导致面对面交流的减少和相处的时间减少。为了让关系更健康，我们应该限制看电视的时间，优先考虑真正的互动。此外，选择可以一起观看和讨论的节目也是有益的。找到一个平衡点，确保电视不会掩盖真正的家庭关系的重要性，这一点至关重要。

【参考范文 10】

Television's Impact on Family Relationship

I believe the impact of television on family relationship can be both positive and negative. Positively, it offers shared entertainment and can be a topic for family discussions, strengthening bonds. However, negatively, excessive TV watching can reduce face-to-face communication and time spent together.

For example, when family members are glued to the screen, they ignore each other. Also, some shows may cause conflicts in values.

To make the family relationship healthier, we should limit TV time and have regular family activities like walks or game nights. Also, when watching together, we can have meaningful conversations about the shows.

【译文】电视对家庭关系的影响

2、Write a memo based on the following information (备忘录). The memo should be about 120 words. A Memo The Human Resource Manager Bruce asks you to prepare a memo for him briefing all staff A Memo

The Human Resource Manager Bruce asks you to prepare a memo for him briefing all staff about the coming invited speech delivered by Dr. Jerry Anderson. You have been given the following information:

The time and the date: 14:00-16:00, April 11

The venue: function room on level 3
The invited speaker: Dr. Jerry Anderson
The content: sorting trash scientifically
The participants: all staff

Memorandum

To: All Staff
From: Bruce, Human Resource Manager
Date: April 11, 2016

Subject: Invited Speech on Sorting Trash

【题目翻译】

根据以下信息写一份备忘录。备忘录长度为 120 字左右。一份备忘录人力资源经理布鲁斯让你为他准备一份备忘录，向所有员工介绍省略...

备忘录

人力资源经理布鲁斯要求您为他准备一份备忘录，向所有员工介绍杰里·安德森博士即将发表的受邀演讲。您已获得以下信息：

时间和日期：4 月 11 日 14: 00-16: 00

地点：三楼多功能厅

受邀演讲者：Jerry Anderson 博士

内容：科学分类垃圾

参加人员：全体员工

备忘录

至：所有员工

来自：人力资源经理布鲁斯

日期：2016 年 4 月 11 日

主题：垃圾分类特邀演讲

【参考范文 1】

Memo

To: All Staff

From: Bruce, Human Resources Manager

Date: April 11, 2016

Subject: Invited Speech on Sorting Trash

Dear Colleagues,

I cordially invite you to attend o1n hearing the speech event conducted by Dr. Jerry Anderson on the topic of Sorting Trash scientifically. The speech event will be held at the Function Room on Level 3 on April 11, 2016 at 14:00 to 16:00.

Your participation to the event is very much welcome.

Best regards,

Bruce

Human Resources Manager

【译文 1】

备忘录

致送：：全体同事

发文者：布鲁斯，人力资源经理

日期：2016 年 4 月 11 日

主题：特邀演讲“垃圾分类”

尊敬的同事们：

我热忱地邀请你们出席聆听由杰瑞安德森博士主讲的演讲会，演讲主题为科学地垃圾分类。演讲

活动将在 2016 年 4 月 11 日，下午 2 时至 4 时在三楼功能室举行。

您的参与这演讲会是非常受欢迎的。
谨此祝好,
布鲁斯
人力资源经理

3. **Write a passage about 120 words on how to improve the quality of education.(如何提高教育质量) You may follow the ideas given below.**

1. Problems on the quality of education
2. Possible causes of the problems
3. Your suggestions and solutions

【题目译文】

写一篇 120 字左右的关于如何提高教育质量的文章。你可以按照下面给出的想法。

1. 教育质量问题的可能原因
2. 问题的可能原因
3. 您的建议和解决方案

【参考范文 1】

In my opinion,problems on the quality of education is most of the students study for the purpose of the exam.In their mind,to achieve good results is the most important thing,rather than learning knowledge from their books and their classes.

There are many reasons for these situations,but I think the most likely reason is that in our country performance is an important standard to measurn whether a person is a good student.

There are many suggestions and solutions.

It is a good way to improve the quality of education by increasing teachers' salaries.The increase of teachers' salary in some aspects can make teachers love theteachers's job more,and it can make them more passionate in class and more acceptable to students.

Interest is the best teacher.Teachers should be good at making students find fun in their study.

The state should pay attention to the all-round development of students's morality ,intelligence,physique,beauty and labor rather than just their achievements.

【译文 1】

在我看来,教育质量的问题是大多数学生为了考试而学习的问题。在他们看来,取得好成绩是最重要的,而不是从书本和课堂上学习知识。

造成这些情况的原因有很多,但我认为最可能的原因是我们国家,成绩是衡量一个人是否是好学生的重要标准。

有很多建议和解决方案。

增加师资是提高教育质量的好方法。工资。教师的增加;薪水在某些方面可以让老师爱老师的工作更多,可以让他们在课堂上更有激情,更容易被学生接受。

兴趣是最好的老师。老师要善于让学生在在学习中找到乐趣。

国家要重视学生的全面发展德、智、体、美、劳,而不仅仅是他们的成就。

【参考范文 2】

How to improve the quality of education is a hot topic in our society. Some people say that high school students should be encouraged to evaluate and criticize their teachers. But some other people disagree

with such a method, which will result in loss of respect and discipline in the classroom. In this essay, I would like to discuss the advantages and disadvantages of this method and give some suggestions.

In my opinion, I support the encouragement of open evaluation, though youths should be careful of the degree by which all the students should abide. Also we can find that the critical system pay more emphasizes on the aspect of teachers rather than the students. We know that the improvement of educational quality lies in the efforts from both students and teachers, so both of them should work in groups to enhance the quality of education.

【译文 2】

如何提高教育质量是当今社会的热门话题。有人说应鼓励高中生对老师进行评价和批评。但是另一些人则不同意这种方法,这会 导致在课堂上失去尊重和纪律。在本文中,我想讨论这种方法的 优缺点,并提出一些建议。

我认为,我支持鼓励公开评估,尽管青年人应注意所有学生应遵守的程度。我们还发现,批判体系更加注重教师而不是学生。我们 知道,提高教育质量取决于学生和老师的共同努力,因此他们 俩都应该集体合作以提高教育质量。

【参考范文 3】

How to improve the quality of education and teaching

Teachers and students are the organizers and participants of education and teaching activities. Teachers are the main body of classroom teaching, and students are the main body of learning. In order to improve the quality of education and teaching, we must think about and solve the problems of "how to correctly guide students to learn" and "how to improve teachers' own quality and professional level". Here are my views on the problems and solutions in these two aspects:

- 1、 Guide students to study correctly
- 2、 Strive to improve teachers' quality and professional level
- 3、 Giving full play to the enthusiasm of teachers and students is the fundamental to improve the quality of education and teaching.

【译文 3】

如何提高教育教学质量

教师和学生是教育教学活动的组织者和参与者。教师是课堂教学的主体,学生是学习的主体。为了提高教育教学质量,必须 思考和解决“如何正确引导学生学习”和“如何提高教师自身 素质和专业水平”的问题。以下是我对这两个方面的问题和 解决办法的看法:

- 1、 引导学生正确学习
- 2、 努力提高教师素质和专业水平
- 3、 充分发挥师生的积极性是提高教育教学质量的根本。

【参考范文 4】

The quality of education faces several problems, such as outdated teaching methods and unequal educational resources. Possible causes include insufficient investment and lack of updated teacher training. To improve it, we need to increase educational funding, provide regular training for teachers to keep them updated. Also, promoting educational equality and using advanced technologies in teaching can enhance the learning experience. Moreover, involving parents and the

community in educational processes can have a positive impact. Only by addressing these issues can we truly raise the quality of education.

【译文】教育质量面临着教学方法落后、教育资源不平等等问题。可能的原因包括投资不足和缺乏最新的教师培训。为了改善这种状况,我们需要增加教育经费,为教师提供定期培训,使 他们与时俱进。此外,促进教育公平和在教学中使用先进技术可以 提高学习体验。此外,让家长和社区参与教育过程可以产生积极 的影响。只有解决这些问题,我们才能真正提高教育质量。

【参考范文 5】

Education quality is a matter of great concern. Currently, there are some problems, such as unbalanced educational resources and outdated teaching methods. The possible causes include insufficient investment and a lack of updated teaching concepts.

To improve the quality of education, the government should increase investment to balance resources. Schools need to update teaching materials and methods frequently. Teachers should also receive continuous training to enhance their teaching skills. Moreover, more interaction and practical learning opportunities should be provided to students to stimulate their interest and creativity. Only through joint efforts can we significantly improve the quality of education.

【译文】教育质量是一个备受关注的问题。目前存在着教育资 源不均衡、教学方法落后等问题。可能的原因包括投入不足和缺 乏更新的教学理念。

为了提高教育质量,政府应该增加投资以平衡资源。学校需要 经常更新教材和教学方法。教师也应该接受持续的培训,以提高 他们的教学技能。此外,应该为学生提供更多的互动和实践学习 机会,以激发他们的兴趣和创造力。只有通过共同努力,我们才 能显著提高教育质量。

【参考范文 6】

The quality of education faces several problems. Ineffective teaching methods, lack of resources, and outdated curricula are common. Possible causes include insufficient investment and a failure to adapt to modern needs. To improve it, we need to increase funding for schools, provide training for teachers to adopt innovative methods, and update curricula regularly. Encouraging parental involvement and promoting educational technology can also enhance the learning experience. Only by addressing these issues can we truly raise the quality of education and better prepare students for the future.

【译文】教育质量面临着几个问题。无效的教学方法,缺乏资 源和过时的课程是常见的。可能的原因包括投资不足和未能适应 现代需求。为了改善教育,我们需要增加对学校的资助,为教师 提供采用创新方法的培训,并定期更新课程。鼓励家长参与和推 广教育技术也可以提高学习体验。只有解决这些问题,我们才 能真正提高教育质量,更好地为学生的未来做好准备。

4. **Write a passage about 120 words on The Education We Need. (我们需要的教育)**

关于我们需要的教育,写一篇 120 字左右的文章。你可以遵循下 面给出的想法。

The Education We Need

The quality of education is a hot topic. Different people, however, think differently on this matter. What kind of education do you need? What kind of education do you think is suitable and meaningful? Write a passage about 120 words to make a comment.

【题目翻译】

我们需要的教育

教育质量是一个热门话题。然而，不同的人对这件事有不同的看法。你需要什么样的教育？你认为什么样的教育是合适的和有意义的？写一篇120字左右的文章来评论。

【参考范文1】

The Education We Need

Education needs to cultivate a person's wisdom, exploration spirit and a kind of complete freedom. Only when these things are possessed, can people be free from fear and anxiety, so as to truly get human thoughts, harmonious relations and love. He did not confine his education to simple and fidgety examinations, work, marriage and children, but learned to transcend, constantly torture the inner world, how to live, and then he would have a more colorful life. The significance of education is to make people understand the responsibilities and obligations of human society as a person. Only when one understands one's own responsibilities and obligations can one have the premise of becoming a useful person, and only when one completes his own responsibilities and obligations can one become a useful person. This is the purpose of education. The responsibility and obligation of a person is the main content of education.

【译文1】

我们需要的教育

教育需要培养一个人的智慧、探索精神和一种完全的自由。只有拥有了这些东西，人们才能从恐惧和焦虑中解脱出来，才能真正获得人的思想、和谐的关系和爱。他没有将自己的教育局限于简单而烦躁的考试、工作、婚姻和孩子，而是学会了超越，不断折磨内心世界，如何生活，然后他才会有更丰富多彩的人生。教育的意义在于让人明白人类社会作为一个人的责任和义务。只有当一个人了解自己的责任和义务时，他才有成为一个有用的人的前提，只有当他完成自己的责任和义务时，他才会成为一个有用的人。这就是教育的目的。一个人的责任和义务是教育的主要内容。

【参考范文2】

The Education We Need

As we all know, education is extremely essential to home and abroad, since we are a little child, we are supposed to take education by our parents, but we don't know why. What our parents told us is that if we got high scores, they would give whatever we want. But now, we college students are clearly aware that education is very important to everybody.

First of all, education is the fundamental of a nation, which is important to our society, rather than simply produces workers. Second, we get knowledge through education, and do what we like and live our dream, only by this way we can live a meaningful and happy life. Third, since we have educated, we can make friends by talking about

what we have learned with others, and we also can have a sense of proud while talking. Last but not least, only by education can a nation develop its national economy and become stronger and stronger.

Education is very important for us, meanwhile, we should cherish the opportunity of education and try to learn as much as we can. And we are supposed to make full use of our time to work harder since we are young.

【译文2】

我们需要的教育

我们都知道，教育对国内外都非常重要。自从我们还是个孩子，我们就应该接受父母的教育，但我们不知道为什么。我们的父母告诉我们，如果我们得高分，他们会给我们想要的任何东西。但是现在，我们大学生清楚地意识到教育对每个人都是非常重要的。

首先，教育是一个国家的基础，它对我们的社会很重要，而不仅仅是生产工人。第二，我们通过教育获得知识，做我们喜欢的事，实现我们的梦想，只有这样我们才能过上有意义和幸福的生活。第三，因为我们受过教育，我们可以通过和别人谈论我们所学到的东西来交朋友，我们也可以在交谈的时候有一种自豪感。最后但并非最不重要的，只有通过教育，一个国家才能发展其国民经济，变得越来越强大。

教育对我们来说是非常重要的，同时，我们应该珍惜受教育的机会，尽可能多地学习。我们应该充分利用我们的时间努力工作，因为我们年轻。

【参考范文3】

The Education We Need

What kind of education we have before? That is easy to know, because almost all people have been to school when they were kids. I still remember when I was a kid, countless booklets waited for me on the table, but my teachers said school had already reduced lots of homework for us. If now young kids are still following this kind of educating rules, they will have no time to learn new things, which show up rapidly day by day. Current education system is welcomed to become the more humanized learning system, with sorting to several levels and several fields for different students who have different hobbies and talents. Our education should no longer focus on higher scores by spending all times on writing assignments and memorizing essays, but need to have all kinds of courses such as painting and dancing during normal school hours. This mode can have very good results that it can let kids know what things they truly love when they are only a couple years old.

【译文3】

我们需要的教育

我们以前接受过哪种教育？这很容易知道，因为几乎所有的人都在小时候上过学。我仍然记得，当我还是个孩子的时候，无数的小册子在桌子上等着我，但是我的老师说学校已经为我们减少了很多家庭作业。如果现在小孩子仍然遵循这种教育规则，他们将没有时间学习新事物，而新事物日新月异。欢迎当前的教育系统成为更加人性化的学习系统，它针对具有不同爱好和才能的不同学生分类到多个级别和几个领域。我们的教育不应再花时间写作业和背诵论文，而将注意力集中在更高的分数上，而是需要在正

常的上课时间进行绘画和舞蹈等各种课程。这种模式可以产生很好的效果，它可以让孩子知道他们只有两岁时真正喜欢的东西。

5、Write a passage about 120 words the importance of effective communication (关于有效沟通的重要性的文章)。

(1) How do you think of effective communication? What factors are important in achieving it?

(2) Why is effective communication important, and what benefits or side-effects can effective communication bring about for your career?

(3) What is your conclusion?

(4) Do your family members often watch TV together?

【题目翻译】

写一篇关于有效沟通的重要性的文章。

【题目译文】

(1)你如何看待有效的沟通？实现这一目标的重要因素是什么？

(2)为什么有效的沟通很重要？有效的沟通能给你的职业带来什么好处或副作用？

(3)你的结论是什么？

【参考范文1】

The Importance of Effective Communication

In our daily life, we have to come into contact with people in every walk of life. Therefore, it is very important for us to know how to get along with other people. To get well along with others and win their friendships, we must observe strictly the following words.

To begin with, we need to be honest with others and should always say what we mean. Lies will surely make people stay far away from us in the long run. After all, honesty is the best policy. Second, we have to be humble enough. If we are proud in public, we can hardly win other's respect, not to mention "friendship".

Finally, we must not be selfish. We should learn how to show concern for others.

As long as we abide by what is mentioned above, we will find it easy to get along well with others.

【译文1】

有效沟通的重要性

在我们的日常生活中，我们必须与各行各业的人们进行接触。因此，对我们而言，了解如何与他人相处非常重要。要与他人相处并赢得他们的友谊，我们必须严格遵守以下词语。

首先，我们必须与他人诚实，并且总是要说我们的意思。谎言从长远来看肯定会使人们远离我们。毕竟，诚实是最好的政策。其次，我们必须谦虚。如果我们在公众场合感到自豪，就很难赢得别人的尊重，更不用说“友谊”了。

最后，我们一定不要自私。我们应该学习如何表达对他人的关心。只要遵守上述规定，我们就会很容易与他人相处融洽。

【参考范文2】

The Importance of Effective Communication

In our daily life, we have to come into contact with people in every walk of life. Therefore, it is very important for us to know how to get along with other people. To get well along with others and win

their friendships,we must observe strictly the following words.

To begin with,we need to be honest with others and shouh{ always say what we mean.Lies will surely make people stay far away from us in the long run.After all,honesty is the best policy.Second,we have to be humble enough.If we are proud in public,we can hardly win other's respect,not to mention "friendship".

Finally,we must not be selfish.We should learn how to show concern for others.

As long as we abide by what is mentioned above,we will find it easy to get along well with others.

【译文2】

有效沟通的重要性

在我们的日常生活中,我们不得不接触各行各业的人。因此,知道如何与他人相处对我们来说是非常重要的。为了与人和睦相处并赢得友谊,我们必须严格遵守以下几句话。

首先,我们需要对他人诚实,并且应该总是说出我们的意思。从长远来看,谎言肯定会使人们远离我们。毕竟,诚实是上策。第二,我们必须足够谦逊。如果我们在公共场合骄傲,我们很难赢得别人的尊重,更不用说“友谊”了。

最后,我们不能自私。我们应该学会如何关心他人。

只要我们遵守上面所说的,我们就会发现与人相处很容易。

【参考范文3】

The Importance of Effective Communication

If you cannot talk to others or even cannot convert information to others, how is our life going to be? People are unable to work without communication and, of course, communication is obviously significant in all parts of society. By evaluating whether the communication is effective or not, the shorter and simpler the methods are, the more and detailed the information converted to others, is the point that how it can be seem as fast and useful. Daily work can be finished faster, Relationships can be treated honesty, and less time will be wasted by communicating to others effectively. Looking back the to society which only used letters and horses to send messages before, and nowadays countless information fly to every corner in the world within just a second, which produces more improvements? Definitely, it is efficiency.

【译文3】

有效交流的重要性

如果你不能与他人交谈,甚至不能将信息转换给他人,我们的生活将如何?没有沟通,人们就无法工作,当然,沟通在社会的各个方面显然都很重要。通过评估沟通是否有效,方法越短、越简单,转换给他人的信息越多、越详细,这是它如何看起来快速和有用的关键。日常工作可以更快地完成,关系可以诚实地对待,更少的将浪费时间与他人的有效沟通。回顾过去只用信件和马匹来传递信息的社会,现在无数的信息在一秒钟内就飞到世界的每个角落,这带来了更多的改进?当然,是效率。

6、Write a passage on how to improve the equality of education.

(如何保证教育公平)。

Write a passage on how to improve the equality of education. The passage should be about 120 words. Your passage may be based on the following information:

(1)List and analyze the reasons for educational inequality nowadays.

(2) List some benefits of educational equality.

(3) Give your ideas about how to ensure educational equality.

【题目翻译】

写一篇关于如何提高教育公平的文章。文章长度约为120个单词。

您的旅程可能基于以下信息:

(1)列举并分析当前教育不平等的原因。

(2)列举教育公平的一些好处。

(3)如何确保教育公平?

【参考范文1】

How to Improve the Equality of Education

Educational inequality exists due to various factors such as economic disparities and geographical differences. It leads to limited opportunities for some. The benefits of educational equality are numerous, including promoting social mobility and reducing poverty. To ensure equality, we need to invest more in underprivileged areas, provide equal resources to all schools, and offer scholarships and financial aid. Also, improving teacher training and promoting inclusive education can help. Only by taking these steps can we truly achieve educational equality and build a more just society.

【译文】教育不平等的存在是由经济差异、地理差异等多种因素造成的。这导致一些人的机会有限。教育平等的好处很多,包括促进社会流动和减少贫困。为了确保平等,我们需要加大对贫困地区的投资,为所有学校提供平等的资源,并提供奖学金和经济援助。此外,改善教师培训和促进全纳教育也会有所帮助。只有采取这些措施,我们才能真正实现教育平等,建立一个更加公正的社会。

【参考范文2】

How to Improve the Equality of Education

Educational inequality exists in many countries, including China. There are many reasons for this, such as differences in economic development, educational resources, and family background. These factors can all affect a person's access to education and the quality of education they receive.

Educational equality is very important because it can help to reduce poverty, promote social mobility, and improve the quality of life for individuals and communities. It can also help to promote social justice and equality of opportunity.

To ensure educational equality, the government needs to take measures to improve the quality of education in underdeveloped areas and reduce the gap between urban and rural areas. At the same time, the government also needs to provide more financial support to help students from poor families. In addition, the government should also strengthen the supervision and management of education to ensure that educational resources are evenly distributed.

【译文】包括中国在内的许多国家都存在教育不平等。造成这种现象的原因有很多,比如经济发展水平、教育资源和家庭背景的差异。这些因素都会影响一个人接受教育的机会和他们接受教育的质量。

教育平等非常重要,因为它有助于减少贫困,促进社会流动性,提高个人和社区的生活质量。它还有助于促进社会公正和机会平

等。

为了确保教育公平,政府需要采取措施提高欠发达地区的教育质量,缩小城乡差距。与此同时,政府也需要提供更多的经济支持来帮助来自贫困家庭的学生。此外,政府还应加强对教育的监督和管理,确保教育资源分配均匀。

【参考范文3】

How to Improve the Equality of Education

Educational inequality exists due to factors like unequal distribution of resources and differences in family backgrounds. The benefits of equality include providing equal opportunities for all and promoting social mobility. To ensure it, we need to invest more in underprivileged areas, provide quality education resources to all, and implement policies to reduce discrimination. Teachers should be trained to address individual needs. Moreover, scholarships and subsidies can help those in need. By taking these steps, we can move towards a more equal educational system that benefits everyone.

【译文】教育不平等是由资源分配不均、家庭背景差异等因素造成的。平等的好处包括为所有人提供平等的机会和促进社会流动。为此,我们需要加大对贫困地区的投资,为所有人提供优质教育资源,并实施减少歧视的政策。教师应接受培训,以满足个人需要。此外,奖学金和补贴可以帮助有需要的人。通过采取这些步骤,我们可以走向一个更加平等的教育体系,使每个人都受益。

【参考范文4】

How to Improve the Equality of Education

Educational inequality exists due to various factors such as economic disparities, geographical differences, and discrimination. It leads to limited opportunities for many. The benefits of educational equality are numerous, including promoting social mobility, reducing poverty, and enhancing overall social development. To ensure educational equality, we need to invest more in underprivileged areas, provide equal resources to all schools, and establish scholarships and support systems for disadvantaged students. We also need to address discrimination and create an inclusive educational environment. Only by taking these steps can we truly achieve educational equality and build a more just society.

【译文】教育不平等的存在是由经济差异、地域差异、歧视等多种因素造成的。这导致许多人的机会有限。教育平等的好处很多,包括促进社会流动、减少贫困和促进整体社会发展。为确保教育公平,我们需要加大对贫困地区的投入,为所有学校提供平等的资源,并为贫困学生建立奖学金和支持制度。我们还需要消除歧视,创造包容的教育环境。只有采取这些措施,我们才能真正实现教育平等,建立一个更加公正的社会。

【参考范文5】

How to Improve the Equality of Education

Educational inequality persists due to various reasons such as economic disparities, geographical differences, and lack of resources in some areas. The benefits of educational equality are numerous, including promoting social mobility, reducing poverty, and enhancing overall social development. To ensure educational equality, we need to invest more in underprivileged regions, provide equal access to

quality educational resources, and implement policies to support disadvantaged students. Teachers should also be trained to meet the diverse needs of students. 【译文】由于经济差距、地域差异、部分地区资源匮乏等多种原因,教育不平等现象依然存在。教育平等的好处很多,包括促进社会流动、减少贫困和促进整体社会发展。确保教育公平,需要加大对贫困地区的投入,提供平等的优质教育资源,实施扶持贫困学生的政策。教师也应接受培训,以满足学生的各种需求。

【参考范文 6】

How to Improve the Equality of Education

Educational inequality persists due to factors like economic disparities and geographical differences. This leads to unequal access to quality resources and opportunities. The benefits of educational equality are numerous, including promoting social mobility and reducing poverty. To ensure it, we need to invest more in underprivileged areas, provide equal funding to all schools, and establish scholarships and support systems for disadvantaged students. Additionally, improving teacher training and distributing educational resources evenly can also help. Only by taking these steps can we truly achieve educational equality and build a more just society.

【译文】由于经济差距和地理差异等因素,教育不平等仍然存在。这导致获得优质资源和机会的机会不平等。教育平等的好处很多,包括促进社会流动和减少贫困。为实现这一目标,我们需要加大对贫困地区的投入,对所有学校提供平等的资助,并为贫困学生建立奖学金和支持制度。此外,改善教师培训和平均分配教育资源也会有所帮助。只有采取这些措施,我们才能真正实现教育平等,建立一个更加公正的社会。

【参考范文 7】

How to Improve the Equality of Education

Educational inequality exists due to various reasons. Economic disparities lead to differences in educational resources. Geographical locations also matter, with rural areas often having fewer quality schools and teachers. Social status and family background can influence access to good education.

Educational equality brings numerous benefits. It promotes social fairness, reduces poverty, and boosts economic development. It also helps create a more harmonious and inclusive society.

To ensure educational equality, the government should invest more in education, especially in underdeveloped areas. We need to improve teacher training and distribution. Also, technology can be used to bridge the educational gap by providing online courses. Everyone should have an equal chance to receive a quality education.

【译文】如何提高教育公平

教育不平等的存在是由各种原因造成的。经济差异导致教育资源的差异。地理位置也很重要,农村地区的优质学校和教师往往较少。社会地位和家庭背景会影响接受良好教育的机会。

教育平等带来许多好处。它促进社会公平,减少贫困,促进经济发展。它还有助于创造一个更加和谐和包容的社会。

为了确保教育公平,政府应该加大对教育的投资,尤其是在欠发达地区。我们需要改进教师培训和分配。此外,技术可以通过提供在线课程来弥合教育差距。每个人都应该有平等的机会接受

优质教育。

7. Write a passage on how to overcome difficulties in my English studies. (如何克服英语学习中的困难)

Write a passage on how to overcome difficulties in my English studies. The passage should be about 120 words. Your passage may be based on the following information:

- (1) What difficulties did you have in your English study?
- (2) What did you do to overcome these difficulties?
- (3) What did you learn from the experience?

【题目翻译】

写一篇关于如何克服英语学习中的困难的文章。文章长度约为120个单词。您的旅程可能基于以下信息:

你在英语学习中遇到了什么困难?

你做了什么来克服这些困难?

你从这次经历中学到了什么?

【参考范文 1】

How to Overcome Difficulties in My English Studies

How to Overcome Difficulties in My English Studies? I would like to share four good studying habits with you. First, remember 20 new words a day, and never give up. Second, go over grammar points I have learnt in English class regularly. Third, read an English article in China Daily every day. Fourth, write an English composition every week and ask teacher to revise that for me to improve the writing level. If you do things above, I am sure your English will also be improved.

【译文 1】

如何克服英语学习中的困难

如何克服英语学习中的困难?我想和大家分享四个好的学习习惯。首先,每天记住20个新单词,永不放弃。第二,定期复习我在英语课上学到的语法点。第三,每天读一篇《中国日报》上的英文文章。第四,每周写一篇英语作文,请老师为我修改,以提高我的写作水平。如果你做到以上几点,我相信你的英语也会提高。

【参考范文 2】

How to Overcome Difficulties in My English Studies

English is the course that I hate most of the long distance education and I am bad at English (I have made a lot of improvements in English). English is really very hard for me, as it is so different from Chinese. First, I can't remember a lot of new words. Second, I'm weak in grammar. Third, my listening is poor. Fourth, I can't speak English very well, and I don't have any chance to talk with foreigners. With so many difficulties, I am afraid of learning English and hate learning this course very much.

【译文 2】

如何克服英语学习中的困难

英语是我在远程教育中最讨厌的课程,我的英语很差(我在英语方面有了很大的进步)。英语对我来说真的很难,因为它和中文大不一样了。首先,我记不住很多新单词。第二,我的语法很差。第三,我的听力不好。第四,我英语说得不好,我没有机会和外国人交谈。有这么多困难,我害怕学习英语,非常讨厌学习这门课程。

【参考范文 3】

Like any other English learner, a lot of difficulties in learning

English. First, I found it difficult to understand what I read because most English words have more than one meaning. Besides, I found it difficult to write in idiomatic English to put Chinese into idiomatic English. Finally, I couldn't express in English orally because I had no opportunity to communicate with native English speakers. Although I often read aloud, this didn't prove to be an effective way to improve my spoken English. But I didn't lose heart in removing these obstacles. I tackled English vocabulary in two ways. First, I tried to understand and memorize the specific meaning of a word. Second, I enlarge my word that appears in the context. Vocabulary by learning the dictionary by heart. To overcome Chinese English, I tried to think in English directly. Although I still had no opportunity to communicate with native speakers, I improved spoken English by listening to the English broadcast and writing English composition. This expedient turned out to be effective.

【译文 3】像其他英语学习者一样,学习英语有很多困难。首先,我发现很难理解我读的东西,因为大多数英语单词都有不止一个意思。此外,我发现很难用地道的英语写作,把汉语变成地道的英语。最后,我无法用英语口语表达,因为我并没有机会与母语为英语的人交流。虽然我经常大声朗读,但这并不是提高我英语口语的有效方法。但我并没有丧失消除这些障碍的信心。我用两种方法学习英语词汇。首先,我试着去理解和记忆一个词的具体含义。其次,我扩大我的词出现在上下文中。通过背字典来增加词汇量。为了克服中国式英语,我试着直接用英语思考。虽然我仍然没有机会与以英语为母语的人交流,但我通过听英语广播和写英语作文来提高英语口语。这个权宜之计原来是有效的。

【参考范文 4】

When I was studying English, I faced difficulties like remembering new words and understanding complex grammar. To overcome them, I started using various methods. I made flashcards to help me remember words and read a lot of English materials to get familiar with different grammar structures. I also practiced speaking with others. Through this experience, I learned that perseverance and the right approach are crucial. I realized that consistent efforts and continuous learning are the keys to improving my English. No difficulty is insurmountable as long as I keep trying and exploring suitable ways.

【译文】当我学习英语时,我面临着像记忆新单词和理解复杂语法这样的困难。为了克服它们,我开始使用各种方法。我制作了抽认卡来帮助我记忆单词,并阅读了大量的英语材料来熟悉不同的语法结构。我也练习和别人说话。通过这次经历,我学到了毅力和正确的方法是至关重要的。我意识到坚持不懈的努力和不断的学习是提高英语水平的关键。只要我不断尝试和探索合适的方法,没有什么困难是克服不了的。

【参考范文 5】

Overcoming Difficulties in English Studies

I once had great difficulties in English studies, especially in grammar and vocabulary. Memorizing words was a big challenge for me, and understanding complex grammar rules was even harder.

To overcome these difficulties, I started to read English articles and novels regularly to expand my vocabulary in context. For

grammar, I did a lot of exercises and referred to grammar books when confused.

From this experience, I learned that persistence and the right methods are key to success. We should keep practicing and not be afraid of making mistakes. With determination and effort, we can make progress in our English studies.

【译文】克服英语学习中的困难

我曾经在英语学习上有很大的困难,尤其是在语法和词汇方面。记忆单词对我来说是一个很大的挑战,理解复杂的语法规则就更难了。

为了克服这些困难,我开始定期阅读英语文章和小说来扩大我的词汇量。在语法方面,我做了大量的练习,在困惑的时候查阅了语法书。

从这次经历中,我学到了坚持和正确的方法是成功的关键。我们应该不断练习,不要害怕犯错误。有了决心和努力,我们就能够在英语学习上取得进步。

8. Write a passage on living in a big city. (住在大城市里)。

Write a passage on living in a big city.

The passage should be about 120 words. Your passage may be based on the following information:

1. List some advantages of living in a big city.

2. Describe some disadvantages of living in a big city.

3. Give some advice about improving life quality in a big city.

【题目翻译】写一篇关于在大城市生活的文章。文章长度约为120个单词。您的旅程可能基于以下信息:

1. 列举一些生活在大城市的优点。

2. 描述住在大城市的一些缺点。

3. 给出一些关于提高大城市生活质量的建议。

【参考范文1】

Living in a big city With the development of new technology and increasing population, more and more modern architecture, which is attractive are built in the big city. Most of people want to live in the big city is keeping climbing. There are both advantages and disadvantages to live in the big city. Live in the big city bring much convenience to people. The supermarket, food shop and clothes shop are everywhere, you can make a purchase as you like. But on the other hand, the big city are always crowded. In my opinion, we should pay attention to protecting our surroundings when we live in the big city, making it greener and harmony. Only in this way, can we enjoy living in the big city to the full. For young man, we would like to live in big city. There are more choices to us.

【译文】生活在大城市随着新技术的发展和人口的增加,越来越多具有吸引力的现代建筑出现在大城市里。大多数人想住在大城市的愿望在不断攀升。住在大城市既有好处也有坏处。生活在大城市给人们带来了许多便利。超市、食品店和服装店到处都是,你可以随心所欲地购物。但另一方面,大城市总是很拥挤。在我看来,我们应该注意保护环境,当我们生活在大城市,使它更绿色,和谐。只有这样,我们才能充分享受在大城市的生活。对于年轻人来说,我们喜欢住在大城市。我们有更多的选择。

【参考范文2】

Living in a big city

The difference between our towns and the country has tapered off, but there is still distinction between them.

People who live in cities can enjoy the conveniences of hospitals, schools and colleges, places of entertainment, various shops, and modern means of transport. But they have to endure noise, dirty air, traffic jams and crowded housing conditions.

People who live in the countryside can enjoy the green fields, fresh airspacious houses and unsophisticated folkways. But comparatively their life is somewhat dull, and there are fewer schools and hospitals. The youngsters have to go to somewhere else to attend college.

If it is up to me make the choice, I prefer the urban life. Because I think there are more opportunities and challenges for young people in cities. Besides, we can live a more exciting life which is full of change and variety.

【译文】住在大城市里

我们的城镇和国家之间的差距已经缩小,但它们之间仍然有区别。

居住在城市的人们可以享受医院、学校、娱乐场所、各种商店和现代交通工具的舒适。但他们必须忍受噪音、肮脏的空气、交通堵塞和拥挤的住房条件。

居住在农村的人们可以享受绿色的田野、新鲜的空气、宽敞的房子和淳朴的民风。但相对而言,他们的生活有些乏味,学校和医院也较少。这些年轻人必须去别的地方上大学。

如果由我来选择,我更喜欢城市生活。因为我认为城市里的年轻人有更多的机会和挑战。此外,我们可以过一种充满变化和变化的更令人兴奋的生活。

【参考范文3】

Living in a big city

Living in a city has both advantages and disadvantages. It is often easier to find work.

there are always many choices of public transport. Besides, there are a lot of interesting things to do and places to see. You can eat in good restaurants, visit museums, go to cinemas and go to parks whenever you want to relax. However, living in a city is often very expensive.

You must find a well-paid job, otherwise, you will not be able to afford the things you will do.

What's more, the city is always crowded, noisy and dirty.

It is very difficult to find a good place where people can enjoy peace and fresh air as in the countryside.

【译文】住在大城市里

住在大城市既有好处也有坏处。找工作往往更容易。公共交通工具总是有很多选择。除此之外,还有很多有趣的事情要做,还有很多地方要看。只要你想放松,你可以在好餐馆吃饭,参观博物馆,去电影院和公园。然而,住在大城市通常是非常昂贵的。你必须找一份报酬优厚的工作,否则你将负担不起你将要做的事情。更重要的是,这个城市总是拥挤、嘈杂、肮脏。

很难找到一个像在农村一样能让人们享受宁静和新鲜空气的好地方。

【参考范文4】

How to solve the housing problem in big cities is one of the most serious problems in modern life. More and more people find it difficult to perform their normal family and work duties because they have no place to live or they are short of housing, which needs to be solved urgently because it will lead to social unrest and economic inefficiency. Some people suggest that the solution to this problem is to build more high-rise apartments, while others prefer to build underground residential areas. I prefer the first idea, because it is cheaper to build on the ground than under the ground.

【译文】如何解决大城市的住房问题是现代生活中最严重的问题之一。越来越多的人由于没有地方居住或住房短缺而难以履行正常的家庭和工作职责,这将导致社会动荡和经济效率低下,迫切需要解决。一些人认为解决这个问题的办法是建造更多的高层公寓,而另一些人则倾向于建造地下住宅区。我更喜欢第一个想法,因为在地面上建造比在地下建造更便宜。

【参考范文5】

Living in a big city has its perks and drawbacks. On the one hand, big cities offer a wide range of job opportunities, cultural diversity, and exciting entertainment options. You can enjoy the convenience of public transportation, access to high-quality education and healthcare, and a vibrant nightlife. On the other hand, living in a big city can be expensive and stressful. The cost of living is often higher, and you may face issues such as traffic congestion, pollution, and noise. Crowdedness and a fast-paced lifestyle can also take a toll on your mental well-being. To improve life quality in a big city, it's important to find a balance. Consider seeking out quieter neighborhoods, taking time for relaxation and hobbies, and connecting with nature. Making an effort to build a support system of friends and family can also enhance your happiness. Additionally, being mindful of your environmental impact and engaging in community activities can contribute to a more fulfilling urban living experience.

【译文】住在大城市有好处也有坏处。一方面,大城市提供广泛的工作机会、文化多样性和令人兴奋的娱乐选择。你可以享受便利的公共交通,获得高质量的教育和医疗保健,以及充满活力的夜生活。另一方面,生活在大城市可能是昂贵和压力。生活成本通常更高,你可能会面临交通拥堵、污染和噪音等问题。拥挤和快节奏的生活方式也会对你的精神健康造成损害。为了提高大城市的生活质量,找到一个平衡点是很重要的。考虑寻找更安静的社区,花点时间放松和培养兴趣爱好,亲近大自然。努力建立朋友和家人的支持系统也能提高你的幸福感。此外,注意你的环境影响和参与社区活动可以为更充实的城市生活体验做出贡献。

【参考范文6】

Living in a big city has both advantages and disadvantages. The advantages include better job opportunities, advanced education and healthcare facilities, and a wide range of entertainment options. However, there are also drawbacks. For instance, the cost of living is high, traffic congestion is a common problem, and the pace of life is often fast and stressful.

To improve the quality of life in a big city, one can try to balance work and leisure time. Utilize public transportation to avoid traffic jams. Also, explore local parks and communities to find a sense of

belonging and relaxation.

【译文】生活在大城市既有优点也有缺点。这些优势包括更好的工作机会、先进的教育和医疗设施，以及广泛的娱乐选择。然而，也有缺点。例如，生活成本高，交通拥堵是一个普遍的问题，生活节奏往往快而紧张。

为了提高大城市的生活质量，人们可以设法平衡工作和休闲时间。利用公共交通工具避免交通堵塞。此外，探索当地的公园和社区，寻找归属感和放松感。

【参考范文 7】

Living in a big city has its perks. There are numerous job opportunities, diverse cultural activities, and advanced medical facilities. However, there are also downsides. High living costs, heavy traffic, and pollution can be overwhelming. To improve life quality, we can choose to live closer to work to avoid long commutes. We should also make an effort to explore local parks and quieter areas. It's important to find a balance and make the most of the city's offerings while minimizing the negative impacts.

【译文】住在大城市有它的好处。这里有大量的工作机会、多样的文化活动和先进的医疗设施。然而，也有缺点。高昂的生活成本、拥挤的交通和污染会让人难以忍受。为了提高生活质量，我们可以选择住在离工作地点更近的地方，以避免长时间的通勤。我们还应该努力探索当地的公园和更安静的地区。重要的是找到一种平衡，在最大限度地减少负面影响的同时，充分利用城市的资源。

【参考范文 8】

Living in a big city has both advantages and disadvantages.

On the one hand, big cities offer many opportunities for work, education, and entertainment. People can choose from a wide variety of jobs, and there are many cultural and recreational activities to enjoy. In addition, big cities usually have better transportation systems and infrastructure, making it easier to get around and access services.

On the other hand, living in a big city can also be challenging. The cost of living is often higher, and there may be issues such as traffic congestion, pollution, and crime. People may also feel isolated or disconnected from nature.

To improve life quality in a big city, it is important to take steps to address these challenges. This might include investing in public transportation, promoting sustainable development to reduce pollution, and improving safety measures. Additionally, people can seek out opportunities to connect with nature, such as through parks, gardens, or outdoor activities. By taking these steps, it is possible to enjoy the benefits of living in a big city while also minimizing the negative impacts.

【译文】生活在大城市既有优点也有缺点。

一方面，大城市提供了许多工作、教育和娱乐的机会。人们可以从各种各样的工作中选择，有许多文化和娱乐活动可以享受。此外，大城市通常有更好的交通系统和基础设施，使得出行和获得服务更容易。

另一方面，生活在大城市也很有挑战性。生活成本通常较高，而且可能存在交通拥堵、污染和犯罪等问题。人们也可能感到孤立或与自然脱节。

为了提高大城市的生活质量，采取措施应对这些挑战是很重要的。这可能包括投资公共交通，促进可持续发展以减少污染，以及改善安全措施。此外，人们可以寻找与自然联系的机会，比如通过公园、花园或户外活动。通过采取这些步骤，我们可以享受生活在大城市的好处，同时也尽量减少负面影响。

【参考范文 9】

Living in a Big City

Living in a big city has its pros and cons. One advantage is the abundance of job opportunities and career growth. There are also various entertainment options and excellent educational resources.

However, there are drawbacks. The cost of living is high, and traffic congestion is a common problem. Noise pollution and the fast pace of life can cause stress.

To improve the quality of life in a big city, we can choose to live in quieter neighborhoods. Make use of public transportation to avoid traffic jams. Also, take time to relax and enjoy nature in parks or gardens.

In conclusion, while big cities offer many benefits, we need to find ways to deal with the challenges and enjoy a better life.

【译文】住在大城市

生活在大城市有它的优点和缺点。一个优点是丰富的工作机会和职业发展。还有各种娱乐选择和优秀的教育资源。

然而，也有缺点。生活成本高，交通拥堵是一个普遍的问题。噪音污染和快节奏的生活都会造成压力。

为了提高大城市的生活质量，我们可以选择住在更安静的社区。利用公共交通工具避免交通堵塞。此外，花点时间去公园或花园放松一下，享受大自然。

总之，虽然大城市提供了很多好处，但我们需要找到应对挑战的方法，享受更好的生活。

【参考范文 10】

Living in a big city has its pros and cons. One advantage is the abundance of job opportunities and better career development. There are also various entertainment options and excellent educational and medical resources. However, there are disadvantages too. The cost of living is high, and traffic congestion is a common problem. Moreover, the pace of life is fast, leading to high stress.

To improve the quality of life in a big city, we can try to balance work and life, make full use of public transportation to avoid traffic jams, and find time to relax and enjoy nature in parks or gardens. Also, building a close social network with friends and family can provide emotional support and make life more fulfilling.

【译文】生活在大城市有它的优点和缺点。一个优点是丰富的工作机会和更好的职业发展。还有各种娱乐选择和优秀的教育和医疗资源。然而，也有缺点。生活成本高，交通拥堵是一个普遍的问题。此外，生活节奏快，导致高压压力。

为了提高大城市的生活质量，我们可以试着平衡工作和生活，充分利用公共交通工具来避免交通堵塞，找时间去公园或花园放松和享受大自然。此外，与朋友和家人建立密切的社交网络可以提供情感支持，使生活更充实。

【参考范文 11】

Living in a big city has its perks. There are more job opportunities,

diverse cultural experiences, and advanced medical facilities. However, it also comes with drawbacks like high living costs, heavy traffic, and pollution. To improve life quality, we can choose to live closer to work to avoid long commutes, explore local parks and green spaces for relaxation, and make an effort to build a community. Despite the challenges, with proper strategies, one can enjoy the conveniences and excitement that a big city offers.

【译文】住在大城市有它的好处。这里有更多的工作机会、多样的文化体验和先进的医疗设施。然而，它也有一些缺点，比如生活成本高、交通拥挤和污染。为了提高生活质量，我们可以选择住在离工作更近的地方，避免长时间的通勤，探索当地的公园和绿地放松，努力建立一个社区。尽管面临挑战，但只要策略得当，人们就能享受到大城市提供的便利和兴奋。

9. Write a passage on the importance of effective communication. (有效沟通的重要性)

Write a passage on the importance of effective communication. The passage should be about 120 words. Your passage may be based on the following information:

(1) What factors are important in achieving effective communication?

(2) What benefits can effective communication bring about for your career?

(3) What are your suggestions to make communication more effective?

【题目译文】

写一篇关于有效沟通的重要性的文章。文章长度约为120个单词。

您的旅程可能基于以下信息：

(1)实现有效沟通的重要因素是什么？

(2)有效的沟通对你的职业生涯有什么好处？

(3)你有什么建议使沟通更有效？

【参考范文 1】

The Importance of Effective Communication

In our daily life, we have to come into contact with people in every walk of life. Therefore, it is very important for us to know how to get along with other people. To get well along with others and win their friendships, we must observe strictly the following words.

To begin with, we need to be honest with others and should always say what we mean. Lies will surely make people stay far away from us in the long run. After all, honesty is the best policy. Second, we have to be humble enough. If we are proud in public, we can hardly win other's respect, not to mention "friendship".

Finally, we must not be selfish. We should learn how to show concern for others.

As long as we abide by what is mentioned above, we will find it easy to get along well with others.

【译文】

有效沟通的重要性

在我们的日常生活中，我们必须与各行各业的人们进行接触。因此，对我们而言，了解如何与他人相处非常重要。要与他人相处并赢得他们的友谊，我们必须严格遵守以下词语。

首先,我们必须与他人诚实,并且总是要说我们的意思。谎言从长远来看肯定会使人们远离我们。毕竟,诚实是最好的政策。其次,我们必须谦虚。如果我们在公众场合感到自豪,就很难赢得别人的尊重,更不用说“友谊”了。

最后,我们一定不要自私。我们应该学习如何表达对他人的关心。

只要遵守上述规定,我们就会很容易与他人相处融洽。

【参考范文 2】

The Importance of Effective Communication

Communication is a sincere dialogue, an emotional exchange and an exchange of information. Communication can eliminate misunderstanding and calm anger. If there is no communication, there is no interpersonal relationship! In today's society, communication is needed between parents and children, between teachers and students, and between students. If we can't even do this, then you can't stand up among your classmates! Because friends hold high the torch of communication with each other, even if they are separated by the distance between heaven and earth, they can echo each other at a lonely night.

【译文】有效沟通的重要性

沟通是真诚的对话,是情感的交流,是信息的交流。沟通可以消除误解,平息愤怒。如果没有沟通,就没有人际关系!在当今社会,父母和孩子之间,老师和学生之间,学生之间都需要沟通。如果我们连这个都做不到,那你在同学中就站不起来了!因为朋友之间高举着沟通的火炬,即使隔着天地的距离,也能在一个寂寞的夜晚相互呼应。

【参考范文 3】

Effective communication is of great significance. Clear expression, active listening, and understanding the audience's needs are crucial factors. It brings numerous benefits to our careers. It helps build good relationships with colleagues and clients, boosts teamwork efficiency, and enhances our professional image.

To make communication more effective, we should prepare well before speaking, keep our language simple and precise, and be open-minded to feedback. Also, using appropriate body language and facial expressions can strengthen the message. By doing so, we can improve our communication skills and achieve better results in our work and life.

【译文】有效的沟通非常重要。清晰的表达、积极的倾听和理解听众的需求是至关重要的因素。它给我们的职业生涯带来了许多好处。它有助于与同事和客户建立良好的关系,提高团队工作效率,提升我们的专业形象。

为了使沟通更有效,我们应该在说话前做好充分的准备,保持我们的语言简单准确,并对反馈持开放态度。此外,使用适当的肢体语言和面部表情可以强化信息。通过这样做,我们可以提高我们的沟通技巧,在我们的工作和生活中取得更好的结果。

【参考范文 4】

Effective communication is crucial. Clarity, active listening, and empathy are important factors. It brings many benefits to our career, like better teamwork and more opportunities. To make it more effective, we should be precise in our expressions, truly listen to

others, and show understanding. Also, using appropriate body language and being open-minded can enhance communication. By doing so, we can build stronger relationships and achieve more in all aspects of life.

【译文】有效的沟通至关重要。清晰、积极倾听和移情是重要的因素。它给我们的事业带来很多好处,比如更好的团队合作和更多的机会。为了使其更有效,我们应该在表达上精确,真正倾听他人,并表现出理解。此外,使用适当的肢体语言和开放的心态可以加强沟通。通过这样做,我们可以建立更牢固的关系,并在生活的各个方面取得更多成就。

【参考范文 5】

Effective communication is crucial. Clear expression, active listening, and understanding non-verbal cues are important factors. For career, it helps build good relationships with colleagues and clients, leading to more opportunities and success. To make it more effective, we should be respectful, empathetic, and choose the right words and tone. Also, be open-minded and ask for feedback. By doing so, we can enhance our communication skills and enjoy better interactions in all aspects of life.

【译文】有效的沟通至关重要。清晰的表达、积极的倾听和理解非语言暗示是重要的因素。对于职业来说,它有助于与同事和客户建立良好的关系,从而获得更多的机会和成功。为了使它更有效,我们应该尊重,同情,并选择正确的词语和语气。同时,保持开放的心态,寻求反馈。通过这样做,我们可以提高我们的沟通技巧,在生活的各个方面享受更好的互动。

【参考范文 6】

Effective communication is crucial. To achieve it, factors like clear expression, active listening, and understanding the audience are important. It brings many benefits to our careers, such as better teamwork, enhanced job performance, and more opportunities for advancement. To make communication more effective, we should be concise, ask for feedback, and use appropriate body language. By doing so, we can avoid misunderstandings and build stronger relationships, which is essential for success in both personal and professional life.

【译文】有效的沟通至关重要。要做到这一点,清晰的表达、积极的倾听和理解听众等因素都很重要。它给我们的事业带来很多好处,比如更好的团队合作,更好的工作表现,更多的晋升机会。为了使沟通更有效,我们应该简洁,寻求反馈,并使用适当的肢体语言。通过这样做,我们可以避免误解并建立更牢固的关系,这对于个人和职业生活的成功都是必不可少的。

10、Write a passage on the job I like (我喜欢的工作)。

Write a passage on the job I like. The passage should be about 120 words. Your passage may be based on the following information:

- (1) What job do you like?
- (2) Why do you like the job?
- (3) What do you plan to do to get the job?

【题目翻译】

写一篇关于我喜欢的工作的文章。文章长度约为 120 个单词。您的旅程可能基于以下信息:

你喜欢什么工作?
你为什么喜欢这份工作?
你打算怎么做才能得到这份工作?

【参考范文 1】

The Job I Like

I like to be a teacher. Three reasons have led me to choose this job. First, teaching is learning. To make my lectures more constructive and stimulating, I have to read more books, explore new knowledge and gain a better understanding of the world, which is the very thing I enjoy in my life. Second, teaching means freedom and independence. As a teacher, I'm free to use my own ideas and make my own decisions. Finally, I like teaching because it offers certain peace of mind. All in all, the reasons above make me like teaching best.

【译文 1】

我喜欢的工作

我喜欢当老师。我选择这份工作有三个原因。首先,教即是学。为了使我的讲座更有建设性和刺激性,我必须读更多的书,探索新的知识,更好地了解世界,这是我生活中最享受的事情。第二,教学意味着自由和独立。作为一名老师,我可以自由地使用自己的想法,做出自己的决定。最后,我喜欢教书,因为它能让我安心。总之,以上原因使我最喜欢教学。

【参考范文 2】

My Ideal Job (我理想的工作) / The Job I Like (我喜欢的工作)

I like to be a teacher. Three reasons have led me to choose this job. First, teaching is learning. To make my lectures more constructive and stimulating, I have to read more books, explore new knowledge and gain a better understanding of the world, which is the very thing I enjoy in my life. Second, teaching means freedom and independence. As a teacher, I'm free to use my own ideas and make my own decisions. Finally, I like teaching because it offers certain peace of mind. All in all, the reasons above make me like teaching best.

【译文 2】

我的理想工作/我喜欢的工作

我喜欢当老师。我选择这份工作有三个原因。首先,教即是学。为了使我的讲座更有建设性和刺激性,我必须读更多的书,探索新的知识,更好地了解世界,这是我生活中最享受的事情。第二,教学意味着自由和独立。作为一名老师,我可以自由地使用自己的想法,做出自己的决定。最后,我喜欢教书,因为它能让我安心。总而言之,以上原因使我最喜欢教学。

【参考范文 3】

I love my job

It sounds strange because you really don't hear people say that very often. But I really do. I love the company I work for and I love what I do.

I'm working in an import and export company as a sales person. My duty is to promote our products to the potential customers and get as much as profit for my company.

The reasons make me love my job so much are firstly, in my job, I can meet a lot of people, they are coming from different countries and let me know different cultures and ways of thinking. Secondly, through the business discussion with the customers, I practiced my

reasoning and communicating abilities, and I believe all these will benefit me a lot even in other areas of my life. Last but not the least, the company which I'm working for is a good company with good ethic and credit, colleagues around are also very kind and friendly. Because of all these make me really enjoy my working everyday. I love my job.

【译文3】

我热爱我的工作

这听起来很奇怪，因为你真的不经常听到人们这么说。但我真的喜欢。我爱我工作的公司，我爱我所做的事情。

我在一家进出口公司做推销员。我的职责是向潜在客户推销我们的产品，为公司争取尽可能多的利润。

首先，在我的工作中，我可以遇到很多人，他们来自不同的国家，让我了解不同的文化和思维方式。其次，通过与客户的业务讨论，我锻炼了我的推理能力和沟通能力，我相信这些都会让我在生活的其他方面受益匪浅。最后但并非最不重要的是，我所工作的公司是一个很好的公司，有良好的道德和信誉，周围的同事也很善良和友好。

因为所有这些都让我每天都享受我的工作。我热爱我的工作。

【参考范文4】

The Job I Like

After four years' study in the college, I will graduate soon. I am looking for the job, at the same time, I try to figure out what kind of job I like. Deep in my heart, I want to be a teacher and I want to go further, being a college teacher is the job I like best.

In the college, I feel free and the knowledge I learn is various. Unlike high school, the teachers pay much attention to the paper, so their mainly purpose is to let the students get the high mark and enter the ideal colleges. College teachers educate the students in a very different way, they pay attention to the students' critical minds. I like this free atmosphere.

In order to achieve my dream and get the job I like, the first thing I need to do is to get the further study. I have passed the postgraduate entrance exam and I feel very excited. I will learn as more as possible and improve myself as the excellent student. I believe I can get the job I like.

【译文4】

我喜欢的工作

经过四年的大学学习，我很快就要毕业了。我在寻找工作中，同时，我也尝试着弄清楚自己喜欢什么样的工作。在我内心深处，我想要成为一名老师，同时我也想走得更远些，成为一名大学教师是我最喜欢的工作。

在大学里，我觉得很自由，我学到的知识是多样的。不想在高中，老师关注考试，因此他们的主要目的就是让学生拿到高分，进入到理想的大学。大学教师以不同的方式教育学生，他们关注学生的批判性的思维。我喜欢这样的自由氛围。

为了实现我的理想和得到自己喜欢的工作，我首先要做的事情就是进行深造。我已经通过了研究生入学考试，我觉得很兴奋。我会尽可能的多学习午口提高自我，做到成为优秀的学生。我相信自己能找到喜欢的工作。

【参考范文5】

The Job I Like

As for me, I have made up my mind to be a teacher. I choose to do so mainly for three reasons. First, I want to teach because I like the pace of academic calendar. Two long vacations offer me an opportunity for reflection, research and writing. Secondly, I want to teach because I like the freedom to make my own mistakes, to learn my own lesson, to stimulate myself and my students.

And I can have the opportunity to keep on learning. Finally, I want to teach because, being around the students who are beginning to grow and change in front of me, I will grow and change with them too.

But teaching is no easy job at all. I must study cleverly to obtain more knowledge. And, at the same time, I will make every effort to purify my soul so that I can become an architect of man's soul.

【译文5】

我喜欢的工作

至于我，我已经下定决心成为一名教师。我选择这样做主要有三个原因。首先，我想教书，因为我喜欢学习的节奏。两个长假给我提供了反思、研究和写作的机会。其次，我想教书，因为我喜欢自由地犯我自己的错误，学习我自己的教训，激励自己和我的学生。

我可以有机会继续学习。最后，我想教书，因为我周围的学生都在我面前开始成长和改变，我也会和他们一起成长和改变。但是教书并不是一件容易的工作。我必须聪明地学习以获得更多的知识。同时，我将尽一切努力净化我的灵魂，这样我就能成为人类灵魂的建筑师。

【参考范文6】

I like the job of a writer. I have always been fascinated by the power of words to create vivid worlds and touch people's hearts. The reason I like this job is that it allows me to express my creativity and imagination freely. To get this job, I plan to read widely to enhance my knowledge and language skills. I will also practice writing regularly to improve my writing techniques. I will try to get my works published in various platforms to gain more experience and exposure. I believe with my passion and hard work, I can fulfill my dream of becoming a successful writer.

【译文】我喜欢作家的工作。我一直着迷于语言的力量，创造生动的世界，触动人们的心灵。我喜欢这份工作的原因是它可以让我自由地表达我的创造力和想象力。为了得到这份工作，我打算广泛阅读，以提高我的知识和语言能力。我也会定期练习写作来提高我的写作技巧。我会尽量让我的作品在各种平台上发表，以获得更多的经验和曝光。我相信凭借我的热情和努力，我可以实现成为一名成功作家的梦想。

11、(补充完整) Complete the cover letter with the expressions in the box (将求职信补充完整)

Dear Mark,

I am very keen to apply for the post of Social Worker that was recently advertised on your website and H. enclose my CV for your consideration. I D. am a fully qualified social worker with 10 years of experience in York City Council's Social Work Department. My experience A. involves the successful management of a demanding

caseload that has included elderly people and people who have learning disabilities and / or mental health issues. I C. can deal with what may be difficult and emotional issues in a calm and practical manner by finding out what is really important to the client's needs.

My E. ability to communicate and reach agreement with other agencies, such as primary care practices and psychology services, G. is first class and I have a team approach to establishing what is best of each individual. I am used to working unsocial hours, including evenings and weekends.

I B. would like to discuss my application further with you and welcome the opportunity to attend for interview. Please F. feel free to contact me on the details provided above in case you have any queries for me.

J. I look forward to hearing from you.

I. Yours Faithfully.

Hellen Chen

12、(补充完整) Complete the cover letter with the expressions in the box (将求职信补充完整)。

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J. I look forward to hearing from you.

I. Yours Faithfully.

Hellen Chen

Hellen Chen

Encl. Résumé

13、(补充完整) Education and academic quality can mean different things to different people,

Education and academic quality can mean different things to different people, depending on their perspective, role and context and, E. In part because of this, quality is notoriously difficult to evaluate. The question of how to do this has been pursued for many years.

Nevertheless, the goal of improving educational quality is agreed by

all and stimulated further by the recent worldwide economic downturn and the need to counteract the impact of [C. The crisis on economic growth](#) and prepare for economic recovery.

As the World Bank and UNESCO said 10 years ago: "The quality of knowledge generated within higher education institutions, and its availability to the wider economy, is becoming increasingly critical to national competitiveness." They also rightly emphasized that "[D. A strong research system](#) at the national level opens up the possibility that substantial additional public benefits can be realized through international links."

This is precisely why [B. Chinese students and academics](#) should contribute to these global benefits, reforming and improving evaluation systems for educational and academic quality. Original and good research, especially in science, economics and social sciences, has a trickle-down effect on society. And it offers additional benefits [A. Even without international links](#), though international collaboration and exchange of the best evaluation policy and practice can bring substantial advantages to all partners in relation to lessons learned elsewhere.

14、(补充完整) **Liu Hui: Gordon, may I ask you a question?**

Liu Hui: Gordon, may I ask you a question?

Gordon: Hi, Liu Hui. [C. just go ahead.](#)

Liu Hui: Do I need to pay for a TV license if I only watch TV online in the UK?

Gordon: Yes, indeed. You need to be covered by a TV license if you watch or record programs as they're being shown on TV or live on an online TV service.

Liu Hui: Including watching TV on computers and mobile phones?

Gordon: [E. exactly, even digital boxes.](#) It is the law.

Liu Hui: I see. How much is the license fee?

Gordon: It costs ?145.50 for a color TV license and ?49.00 for a black and white TV license.

Liu Hui: That's a lot of money for a year. [A. does it cost the same for every household??](#)

Gordon: It costs the same for all applicants under 75. When you reach the age of 75, you may apply for a free Over 75 TV License.

Liu Hui: I see.

Gordon: Do you need such a license in China?

Liu Hui: [D. we do for the live cable tv programs.](#)

Gordon: Oh, it sounds similar. But for BBC, the license fee is the main source of income. There is no advertising on the BBC channels.

Liu Hui: By the way, where should I go to pay for my license?

Gordon: [B. you can pay right here, on the internet!](#)

Liu Hui: Well, sure! Thank you!"

15、(补充完整) **Para 1**

Para 1

Para 1 [C. intercultural communication](#)

Intercultural communication refers to messages transmitted between members of two or more different societies. Effective intercultural communication helps firms avoid conflict, prevent misunderstandings, and foster respect.

Para 2 [E. avoiding conflicts](#)

The workplace is growing more diverse every day. Managers cannot assume that what they find inoffensive will also be inoffensive to their subordinates. A lack of sensitivity can lead to claims of discrimination or harassment, which costs firms big money. Intercultural communication involves exercising sensitivity and tact to avoid such conflicts.

Para 3 [A. the inexactitude of language](#)

We human beings have developed language to communicate ideas to one another. Still, our language represents an imperfect form of communication. Sometimes, words cannot accurately convey an idea, because the information might be highly complex. Also, a concept that exists in one culture or language might not be part of another. Effective intercultural communication tries to bridge language gaps as effectively as possible so that everyone at the workplace finds themselves on the same page.

Para 4 [B. preventing misunderstandings](#)

Given the inexactitude of language, misunderstandings can frequently arise between people from different cultures when they exchange information. Idioms often become lost in translation. For example, the English expression "to shoulder responsibility" translates into Swedish as "be a man for your hat". Intercultural communication does not rely on expressions native to a particular language that could lead to confusion; rather, it relies on clear messages that all parties understand.

Para 5 [D. fostering respect](#)

Communication happens differently in various cultures. What one society finds acceptable may be anathema to another. When coworkers from different cultures do not take these differences into account, not only does communication suffer but conflicts come to the fore. Effective intercultural communication does not try to ignore societal differences; rather, it respects the variations among the human race and enables people to transmit information clearly.

16、(补充完整) **Peter: Molly, look at this. The newspaper says we should sort trash.**

Peter: Molly, look at this. The newspaper says we should sort trash.

Molly: That would be great! I always hate it when people mixing all the trash together.

Peter: [E. That is really a great advice.](#) Many communities have already done that.

Molly: Yeah. The benefits of sorting out trash are obvious.

Peter: For instance?

Molly: If trash is sorted, it can be transferred to factories instead of the disposal plant.

Peter: That makes sense. [B. That else?](#)

Molly: With trash separated, pollution caused by incineration can be avoided.

Peter: It is high time for us to sort out the trash. Trash is trash only when everything is mixed together. [C. Once we separate and recycle them.](#) they can be useful again.

Molly: [A. I couldn't agree more.](#) Things like paper, glass, and plastics can all be recycled. They can be reused.

Peter: Sorting is good. [D. But i have a concern.](#) If people have no idea how to sort their trash, they will still put all waste in the same bag.

Molly: You are right. People should be informed about how to do that in the first place. Moreover, sorting trash should be made easy for us. Otherwise, few people would bother to do it.

Peter: I hope everything goes smoothly!

Molly: I believe it will."

17、(补充完整) **The National Union of Students (NUS) welcomes the news**

The National Union of Students (NUS) welcomes the news that greater numbers of black and disabled students are studying at UK universities, but there is still a lot of work to be done on widening access, writes the union's president, Gemma Tumelty.

A recent Department of Communities and Local Government (DCLG) equalities review showed that significant numbers of potential students felt their disability was [B. A major barrier](#) to accessing higher education (HE). This is simply unacceptable.

Equality and diversity is not entirely a "numbers game" and before too much praise is given we need to hear more from [E. Non-traditional students](#), not just about their experience of accessing higher education but also going through the system.

Equality in society is absolutely, and fundamentally, linked to [C. Equality in access to education.](#)

[A. For many students](#), university is the place where they will be first exposed to different cultures and [D. Different people](#). As well as fighting for better access, the NUS wants to see diversity properly valued and promoted within the student experience. Many pay lip service to the value of diversity, but is this recognized and promoted as a core asset to those who go through the HE system?

Equality in society can be promoted by equality and diversity at university. But the benefits of university as a positive, diverse environment must be seen by students as adding "value" as much as any other factors before the numbers game is really won by the champions of diversity.

18、写一份“公司合作合同公证书”。

公司合作合同公证书

• (2016) 字第 2133 号

兹证明中国大糖集团公司的法定代表人莫莉和神话集团有限责任公司法定代表人叶子于2016年12月31日,在本公证处,在我的面前,签订了上述《公司合作合同》。

经查,上述双方当事人签订合同的行为符合《中华人民共和国民事诉讼法》第五十五条的规定,合同内容符合《中华人民共和国合同法》和《中华人民共和国合同法》的规定。

•江苏省大同市公证处

•公证员: 苏童

•2016年12月31日

参考答案:

Company cooperation contract notarial certificate

• (2016) No. 2133

This is to certify that Molly, the legal representative of China Big Sugar Group Corporation, and Ye Zi, the legal representative of Shinhwa Group Co., Ltd., have signed the aforementioned Company Cooperation Contract in this notary office in front of me on December 31, 2016.

After investigation, it is found that the signing of the contract by the two parties conforms to the provisions of Article 55 of the General Principles of the Civil Law of the People's Republic of China, and the content of the contract conforms to the provisions of the Company Law of the People's Republic of China and the Contract Law of the People's Republic of China.

- Jiangsu Datong Notary Public Office
- Notary: Su Tong
- December 31, 2016

19、写一份“授权委托书”。

授权委托书

现授权张华律师（诚辉律所）代表本人（刘芳，现居于东江市西环路1号，身体健康，头脑清醒）全权办理在东江市设立“芳香治疗工作室”之相关审批事宜，授权时间从2016年12月20日开始生效，至申办之工作室取得工商部门核发的营业执照之日为止。上述授权人在授权范围内签署的有关文件我均予承认。

委托人：刘芳
日期：2016年12月20日
代理人：张华
日期：2016年12月20日

参考答案：

Power of attorney

Now authorized lawyer zhang hua (cheng hui lawyer) on behalf of my (liu fang, who lives in dongjiang, xihuan road no. 1, healthy body, the mind) solely to deal with in the dongjiang river city set up "the relevant examination and approval matters, of aromatherapy studio" authorized time take effect from December 20, 2016, to apply for a studio to the end of the business license issued by the Ministry of Commerce and industry. I acknowledge the documents signed by the above authorized persons within the scope of their authority.

Client: Liu Fang
Date: December 20, 2016
Agent: Zhang Hua

Date: December 20, 2016

20、写一份求职信。

【参考范文1】

Dear Mark,

I am very keen to apply for the post of Social Worker that was recently advertised on your website and enclose my CV for your consideration.

I am a fully qualified social worker with 10 years of experience in York City Council's Social Work Department. My experience involves the successful management of a demanding caseload that has included elderly people and people who have learning disabilities and / or mental health issues. I can deal with what may be difficult and emotional issues in a calm and practical manner by finding out what is

really important to the client's needs.

My ability to communicate and reach agreement with other agencies, such as primary care practices and psychology services, is first class and I have a team approach to establishing what is best of each individual. I am used to working unsocial hours, including evenings and weekends.

I would like to discuss my application further with you and welcome the opportunity to attend for interview. Please feel free to contact me on the details provide above in case you have any queries for me.

I look forward to hearing from you.

Yours Faithfully

Hellen Chen

Encl. Résumé

【译文1】

亲爱的马克，

最近在贵公司网站上看到贵公司招聘社工一职，本人非常愿意申请，现附上本人简历，请予考虑。

我是一名完全合格的社会工作者，在约克市议会的社会工作部门有10年的经验。我的经验包括成功管理一个要求很高的案件，其中包括老年人和有学习障碍和/或精神健康问题的人。通过找出对客户需求真正重要的是什么，我可以以冷静和实际的方式处理可能是困难和情绪化的问题。

我与其他机构(如初级保健实践和心理服务)的沟通和达成协议的能力是一流的，我有一个团队的方法来确定什么是每个人最好的。我习惯在非社交时间工作，包括晚上和周末。

我想与您进一步讨论我的申请，并欢迎有机会参加面试。如果您对我有任何疑问，请随时联系我以上提供的细节。

我期待着你的消息。

你忠实的

赫楞陈

Encl 简历。

21、写一份商务备案录。

Business Memos (商务备忘录)

Unlike letters, the external communications of a company, business memos are an internal form of communication and it is standard practice to save them. Their objective is to deliver information or instructions. Their scope should be limited to a single topic so that the reader will "get the message" quickly and, if necessary, take an action.

Confined to (局限于) a single topic, each interoffice, interdepartmental and companywide memo becomes part of the institutional memory of an organization. In short, they speed up the daily business of doing business; they keep people who need to be kept in the know.

When a business organization designs an official letterhead it often also designs an official memo sheet, complete with a company logo featured at the top of the page. Besides having a professional look and feel, preprinted memo sheets often provide specialized information fields that accommodate specific procedures for expediting (加速) in-house communications.

【译文】商务备忘录

与公司的外部通信信件不同，商务备忘录是一种内部通信形式，保存它们是标准做法。他们的目标是传递信息或指示。他们的范围应该限制在一个单一的主题，以便读者能迅速“得到信息”，并在必要时采取行动。

每一份办公室间、部门间和全公司范围内的备忘录都限于单一主题，成为组织机构记忆的一部分。简而言之，他们加快了做生意的日常业务；他们让需要知情的人知道。

当一个商业组织设计了一个官方信笺抬头时，它通常也设计了一个官方备忘录页，在页面顶部有一个公司的标志。除了具有专业的外观和感觉，预打印的备忘录表通常提供专门的信息字段，以适应加快内部沟通的特定程序。