



高等学校英语应用能力考试大纲（A 级）

一、考试对象

本大纲适用于修完《基本要求》所规定的全部内容的高等职业教育、普通高等专科学校教育、成人高等教育和本科办二级学院、独立学院各非英语专业的学生。

二、考试性质

本考试的目的是考核考生的语言知识、语言技能和使用英语处理有关一般业务和涉外交际的基本能力，其性质是教学——水平考试。

三、考试方式与内容

考试方式为机试，包括六个部分：听力理解、语法结构（分为语法和词汇两部分）、阅读理解、翻译（英译汉）和写作。考试范围为《基本要求》对 A 级所规定的全部内容。

第一部分：听力理解（Listening Comprehension）

测试考生理解所听对话、会话和简单短文的能力。听力材料的语速为每分钟 120 词。对话、会话和短文以日常生活和实用的交际性内容为主。词汇限于《基本要求》的“词汇表”中 3, 400 词的范围，交际内容涉及《基本要求》中的“交际范围表”所列的全部听说范围。

本部分的得分占总分的 15%。

第二部分：语法结构（Structure）

测试考生运用语法知识的能力。测试范围包括《基本要求》中的“语法结构表”所规定的全部内容。

本部分的得分占总分的 15%。

第三部分：阅读理解（Reading Comprehension）

测试考生从书面文字材料获取信息的能力。总阅读量约 1, 000 词。



本部分测试的文字材料包括一般性阅读材料（文化、社会、常识、科普、经贸、人物等）和应用性文字，不包括诗歌、小说、散文等文学性材料，其内容能为各专业学生所理解。其中，实用性文字材料约占 60%。

阅读材料涉及的语言技能和词汇限于《基本要求》中的“阅读技能表”所列的全部技能范围和“词汇表”中 3, 400 词的范围；除一般性文章外，阅读的应用文限于《基本要求》中“交际范围表”所规定的读译范围，如：函电、广告、说明书、业务单证、合同书、摘要、序言等。主要测试以下阅读技能：

1. 了解语篇和段落的主旨和大意。
2. 掌握语篇中的事实和主要情节。
3. 理解语篇上下文的逻辑关系。
4. 对句子和段落进行推理。
5. 了解作者的目的、态度和观点。
6. 根据上下文正确理解生词的意思。
7. 了解语篇的结论。
8. 进行信息转换。

本部分的得分占总分的 35%。

第四部分：翻译——英译汉 (Translation——English to Chinese)

测试考生将英语正确译成汉语的能力。所译材料为句子和段落，包括一般性内容和实用性内容（各约占 50%）；所涉及的词汇限于《基本要求》的“词汇表”中 3, 400 词的范围。

本部分的得分占总分的 20%。

第五部分：写作 (Writing/Translation——Chinese to English)

测试考生套写应用性短文、信函，填写英文表格或翻译简短的实用性文字的能力。

本部分的得分占总分的 15%。



测试项目、内容、题型及时间分配表:

序号	测试项目	题号	测试内容	题型	百分比	时间分配
I	听力理解	1-15	对话、会话、短文	多项选择、填空、简答	15%	15 分钟
II	语法结构	16-35	句法结构、语法、词形变化	多项选择、填空、改错	15%	15 分钟
III	阅读理解	36-60	语篇, 包括一般性及应用性文字	多项选择、填空、简答、匹配	35%	40 分钟
IV	翻译	61-65	句子和段落	多项选择、段落翻译	20%	25 分钟
V	写作		应用性文字(摘要、通告、信函、简历表、申请书、协议书等)翻译。	套写、书写、填写或翻译	15%	25 分钟
合计		65+1			100%	120 分钟

考试样题:

Part I Listening Comprehension (20 minutes)

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

Section A

Directions: *This section is to test your ability to understand short dialogues. There are 5 recorded dialogues in it. After each dialogue, there is a recorded question. Both the dialogues and questions will be spoken **only once**. When you hear a question, you should decide on the correct answer from the 4 choices marked A), B), C) and D) given in your test paper. Then you should mark the corresponding letter on the Answer Sheet with a single line through the center.*

Example: *You will hear:*

- You will read:*
- A) New York City.
 - B) An evening party.
 - C) An air trip.
 - D) The man's job.



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

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

Now the test will begin.

1. A) It is hard to take the job interview.
B) It is easy to pass a job interview.
C) The interview is important for the woman.
D) The woman needn't be afraid of the interview.
2. A) Because of the traffic jam.
B) Because of the strike.
C) Because of the heavy storm.
D) Because of the earthquake.
3. A) Marketing.
B) Management.
C) Accounting.
D) Travelling.
4. A) If he places a large order.
B) If he pays his order in cash.
C) If he orders his products online.
D) If he has a membership card.
5. A) Buying a flight ticket.
B) Booking a hotel room.
C) Asking the way to the hotel.
D) Making an appointment.

Section B

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

Conversation 1

6. A) At a service center.



-
- B) At a railway station.
C) At an airport.
D) At a hotel.
7. A) Meet with the man again.
B) Visit the man's home.
C) Work together with the man.
D) Do business with the man.

Conversation 2

8. A) By paying a visit to the company.
B) By reading the company's advertisement.
C) By searching the company's website.
D) By consulting the company's employees.
9. A) If he wants to leave a good impression.
B) If he is required to show it in the interview.
C) If he wants to give it to the manager.
D) If he has made some changes.
10. A) At least 5 minutes.
B) At least 10 minutes.
C) At least 15 minutes.
D) At least 30 minutes.

Section C

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

11. About how many adult Americans have the "weight problem"?
_____ percent.
12. In many people's opinion, what is the cause of getting fat?
Eating _____.
13. Why were the Americans in 1910 thinner than today?
Because they worked _____ physically.



14. What was the result of a recent study?
Thinner people are more _____ than fatter people.
15. According to the passage, what happens to those who exercise regularly?
They can eat more, and still lose a large amount of _____.

Part II **Structure** **(10 minutes)**

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

Section A

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

16. When you finish_____ your questions, simply press the Enter key.
A) type
B) typing
C) to type
D) typed
17. ___career you choose, effective communication skills will serve you well.
A) Whenever
B) Wherever
C) Whatever
D) However
18. According to the contract, this project _____within four months starting from today.
A) will be completed
B) completes
C) has completed
D) was completed
19. _____many companies post job ads online, you can still find them in newspapers.
A) As if
B) Ever since
C) In case
D) Even though
20. Studies have shown that humans working with machines are _____than a human or a machine working alone.
A) more effective
B) most effective
C) effective
D) least effective
21. The application of AI in healthcare is expected to cut _____the cost of treatments



and care.

- A) out
B) into
C) down
D) through

22. _____ the Internet of Things is to become a reality, its developers should pay more attention to its security.

- A) If
B) Although
C) Until
D) Unless

23. Unlike many companies _____ service stops once the sale is made, our service begins once you buy our product.

- A) what
B) whose
C) that
D) which

24. While _____ the article, I was wondering whether e-books would replace print books soon.

- A) reading
B) read
C) was reading
D) to read

25. It was not until the 1990s _____ industrial robots became really cheap, and therefore a possible option.

- A) which
B) who
C) whom
D) that

Section B

Directions: *There are 10 incomplete statements here. You should fill in each blank with the proper form of the word given in brackets. Write the word or words in the corresponding space on the Answer Sheet.*

26. This research investigated the problem of air pollution (cause) _____ vehicles in the city of Tripoli, Libya.

27. When you meet John this afternoon, don't forget (tell) _____ cash flow.

28. When it comes to choosing a career, not many jobs are (rewarding) _____ than the one in the healthcare industry.

29. If another candidate makes a good (state) _____, don't be afraid to add to that information.

30. Job seekers are advised to write a Thank-You Email or Letter (prompt) _____ after



an interview.

31. I believe the city can improve its traffic condition by (offer) _____ more options of transportation.
32. Career development (general) _____ refers to personal efforts by an employee to learn and develop new skills.
33. I am writing to convey my warm congratulations on your (appoint) _____ to the head of the board.
34. According to the report (publish) _____ yesterday, more young people are pouring into the city to look for a job.
35. The contract won't come into effect until it (sign) _____ by the legal representatives of both parties.

Part III Reading Comprehension (40 minutes)

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

Task 1

Directions: *After reading the following passage, you will find 5 questions or unfinished statements, numbered 36 to 40. For each question or statement, there are 4 choices marked A), B), C) and D). You should make the correct choice and mark the corresponding letter on the Answer Sheet with a single line through the center.*

Most of our working hours are spent in the workplace. So what we do during those hours can have a significant impact on our overall health. A positive wellness culture during the workday can contribute to better health -- physical, mental, and emotional well-being(良好的状态) for you and your co-workers. Healthy people are more productive, more constructive and require fewer sick days and health associated costs. Both employers and employees can promote a healthier work environment.

Don't let your work environment affect your health for eight hours of the day. Break up your work day. Get up, stretch, and move. Regular movement throughout the day will keep your mind and body flexible and help avoid fatigue (疲劳) .

Think of ways you can add movement or at least decrease the amount of time you are sitting. Try getting out of your chair more, standing during your calls, or alternating your chair with a yoga (瑜伽) ball. And if you have to drive to work, try



parking at the far end of the lot, taking the stairs, and going the long way to the bathroom and break room.

Healthy employees work better. As an employer you can initiate and encourage healthy changes at your workplace to create the best environment to promote mental and physical health for your employees.

36. According to the passage, a positive wellness culture can help to_____.
- A) create better health
 - B) attract more applicants
 - C) keep a cleaner environment
 - D) build up team spirit
37. In the author's opinion, healthy people are likely to_____.
- A) buy more products
 - B) consume fewer resources
 - C) have fewer sick days
 - D) be promoted faster
38. Regular movement throughout the day will_____.
- A) enable you to sleep soundly
 - B) reduce your work efficiency
 - C) do harm to your health
 - D) make you feel refreshed
39. Which of the following is mentioned as a way to add movement?
- A) Getting a quality chair.
 - B) Driving to work every day.
 - C) Having a regular break.
 - D) Taking the stairs in the building.
40. In the last paragraph, employers are advised to improve their employees' health so as to_____.
- A) make the employees work harder
 - B) encourage the employees to save more money
 - C) create a better work environment
 - D) offer employees more training opportunities

Task 2

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

Our company offers a full range of Smart Home products, focusing on making your home safer and more convenient, and saving energy. All of the products are simple, even if what happens behind the scenes is clever.



The Smart Home Controller is the heart of the system. It communicates with all your other products, and lets you control them with the easy-to-use mobile app for phones, even if you're stuck on the motorway 300 miles from your home Wi-Fi.

The Radiator Thermostat (散热器恒温控制器) let's you control your heating away from home or from the sofa. And unlike some smart heating systems, you can set the temperature per room, helping you save even more energy and money.

The Smart Plug offers similar advanced control, from TVs and game controllers to the lamp (灯) in the kids' room. You just don't need to worry about whether you left something on after leaving home. You can just check on your phone, and switch things off from the app.

If you want to save energy, you might want to buy Starter Kit. This includes two Radiator Thermostats, the Smart Home Controller and Door/ Window Contact. These use a sensor (感应器) that lets you know if you've left a window open or if someone tries to break in. That brings us to the other side of the Smart Home: security and safety.

For more information about our products, please refer to our website and e-Shop.

41. One purpose of the company's Smart Home products is to_____.
- A) make your home attractive
 - B) reduce daily expenses
 - C) appeal to customers
 - D) save energy
42. How can you control your products while you are away from home?
- A) Use the mobile app for phones.
 - B) Get a code number.
 - C) Connect your home phone.
 - D) Purchase a new computer.
43. The Radiator Thermostat differs from other smart heating systems in that_____.
- A) it contains several hand-controlled devices
 - B) it helps you set the temperature in each room
 - C) it offers a life-long guarantee
 - D) it operates more easily
44. With the Smart Plug, you don't have to worry about_____.
- A) whether your kids are at home or not
 - B) whether you have forgot to bring your key or not
 - C) whether you left something on after leaving home
 - D) whether you have left your windows open
45. The sensor in Starter Kit is used to_____.



- A) make your home secure and safe
- B) prevent damage to your furniture
- C) produce a reliable Starter Kit
- D) build a green environment for you

Task 3

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

A 150-pound adult has about 5.5 liters of blood on average, which the heart moves around about three times every minute. A person's heart is continuously beating to keep the blood moving. Heart health experts say that regular exercise, together with a balanced diet and avoiding smoking, is one of the three best ways to keep our heart healthy.

Exercise that is good for your heart should raise your heart rate. But by how much, for how long and how often should your heart rate be raised? This has to do with how fit you are and your maximum heart rate, which, for adults, is about 220 beats per minute (bpm) minus your age. For example, if you are 30 years old, your maximum heart rate would be 190 bpm. The American Heart Association (AHA) recommends doing exercise that increases a person's heart rate to between 50 to 85 percent of their maximum heart rate. This range is called the target heart rate zone. The AHA recommends a person gets at least 30 minutes of moderate to intense exercise—exercise that increases their heart rate to the target heart rate zone—on most days of the week, or a total of about 150 minutes a week.



Exercise & Heart Rate

Advantage of regular exercise:

keeping our heart healthy

Maximum Heart Rate (adult):

about 46 bpm minus one's age

Target heart rate zone:

between 50 to 85 percent of the 47 heart rate

Recommendation of the AHA:

moderate to 48 exercise for at least 30 minutes

1) 49 of the week, or

2) a total of about 150 minutes a(an) 50

Task 4

Directions: *The following is a list of job titles. After reading it, you are required to find the items equivalent to those given in Chinese in the table below. Then you should mark the corresponding letters with a single letter through the center in order of the numbered blanks, 51 through 55, on the Answer Sheet.*

- A ----- Bike lane
- B ----- Default location
- C ----- Start navigation
- D ----- Distance calculator
- E ----- Estimated time of arrival
- F ----- Mode of transportation
- G ----- Public transit
- H ----- Speed camera
- I ----- Restaurant rating
- J ----- Real time traffic detection
- K ----- Real time traffic avoidance
- L ----- Voice control
- M ----- Starting destination
- N ----- Three-dimensional map
- O ----- Straight line distance
- P ----- Ending destination
- Q ----- Street view



Examples: (B) 默认地址 (G) 街景

- | | |
|----------------|------------|
| 51. () 三维地图 | () 交通方式 |
| 52. () 公共交通 | () 预计到达时间 |
| 53. () 自行车道 | () 超速摄像机 |
| 54. () 距离计算器 | () 实时交通监测 |
| 55. () 实时交通规让 | () 语音控制 |

Task 5

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

The credit card, Discover It, is out to change the way you think about credit cards.

There is no annual fee. Plus, there's no pay-by-phone fee, no foreign transaction fee and no over-limit fee. There's also no late fee for your first late payment and no increase to your APR for paying late.

Earn 5% cash back in rotating categories (类别轮换) each quarter like gas stations, restaurants, wholesale clubs and more, up to the quarterly maximum each time you activate.

You earn. We match. With Cashback Match, we'll automatically match all the cash back you've earned at the end of your first year, dollar for dollar So you could turn \$10 cash back into \$20. Or turn \$50 into \$100. Even turn \$100 into \$200. There's no signing up. And no limit to how much we'll match.

Discover It monitors every purchase and alerts you if we spot something Suspicious. Of course, you're never responsible for unauthorized purchases on your Discover card account.

We're available 24 hours a day, right here in the U.S. to help any time you need it. Just call our service number if you have a question or need an explanation. We won't try to sell you other products when you call.

56. How much cash can you earn back with Discover It in rotating categories each quarter?

You can get _____ cash back.

57. When can you receive all the money the bank matches?

At the end of _____.

58. What does the bank do to protect your account security?

It monitors every purchase and _____ if it spots something suspicious.

59. What should you do if you have any questions about Discover It?



Call the bank's _____.

60. In what case are you not charged for your late payment?

If it is your _____.

Part IV Translation -- English into Chinese (25 minutes)

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

61. Humans will be affected by technology in many aspects of daily life, with some jobs potentially threatened by robots.

- A) 机器人已经逐步代替人类，正在从事许多繁重枯燥的工作，并且大大地提高了生产率。
- B) 机器人将会影响到人类生活的方方面面，并很有可能威胁到人类现在从事的许多工作。
- C) 人类在日常生活的许多方面将会受到技术的影响，有些工作会受到机器人的潜在威胁。
- D) 机器人将会影响到人类生活的许多方面，但对人类的工作不会构成太多威胁。

62. When we are not satisfied with a purchase, the vast majority of us fail to complain to the company or business in question.

- A) 对所购的物品感到不满意时，我们绝大多数人没有向有关公司或企业投诉。
- B) 当我们发现收到的商品没有达到标准时，我们就会向这些公司提出全额退款。
- C) 我们大多数人对买到的商品感到不满时，都会要求有问题的公司或企业赔偿。
- D) 当我们对所购商品不满时，多数人会向企业投诉尽管投诉会失败。

63. Rents are due on the first of every month and will be considered late if not received by the 5th of the month by 5pm.

- A) 租金须一月一缴，最迟不超过每月5号下午5点，否则被视为违反合同。
- B) 租金须每月第一天缴纳，如果5号下午5点前尚未收到，将被视为迟缴。
- C) 租金须每年一次性缴纳，1月5号下午5点前须交清，否则不保证续租。
- D) 租金每个月第一天交一次，每个月5号才交纳则视为违反合同并不予续



租。

64. When an employee learns these skills and responsibilities, he becomes better equipped to take on higher-level work and leadership roles in the future.
- A) 当员工学会这些技能和职责时，他将来就更有能力承担更高层次的工作和领导职务。
- B) 只有当员工进入领导层，担任了重要的工作时，他才能够体会到责任担当的重要性。
- C) 当员工有了高超的技能和强烈的职责感时，他将来就能承担重要的任务和领导工作。
- D) 当员工知道了这些技能和职责时，他就能高水平地完成领导才能做好的工作。
65. Drunk driving has been a problem in this country. People have long been showing concern about the car accidents caused by drunk drivers. In the first half of this year, there were more than 220,000 cases of drunk driving nationwide. Drunk driving has become increasingly serious in some cities. If you drink, do not drive. Call a taxi or use public transportation. This App can help you find a driver to drive you home.

Part V

Writing

(25 minutes)

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

说明：假定你是公司采购部经理王斌。请根据以下内容给 ABC 公司销售部经理 Hoffman 先生写一封电子邮件。

内容：

1. 两周前本公司与 ABC 公司签订合同，订购床头灯 1000 台。订单号：HP3456236；
2. 按照合同，ABC 公司应在合同签订后一周内发货，10 日内到货；
3. 但是到目前为止，本公司尚未收到所订货物或任何相关信息；
4. 要求对方查询，并回信告知。

Words for reference:

签订合同：sign a contract

床头灯：bedside lamp

采购部：purchasing department