



# 高级职业英语能力认证

## 一、能力认证的意义

高级职业英语能力认证的意义是为适应我国高等职业教育发展的新形势，深化我省高校英语教学改革，提高英语教学质量，巩固和提高我省高职院校学生英语应用能力，提升毕业生的就业竞争力，为学生未来可持续发展打下必要的基础，满足新时期国家和社会对高职人才培养的需求，实现高素质技能型人才的培养目标。

## 二、能力认证的性质和目的

《高级职业英语能力认证》（以下简称本能力认证）内容范围以广东省高职院校公共英语课程教学指导委员会制定的《高级职业英语岗位技能表》（以下简称《技能表》，详见附件1）为检测依据。《技能表》是省教指委广泛采纳社会用人单位对高职院校毕业生工作岗位英语技能要求所做的大量科学调研数据为基础，经专家反复研究、论证和测试而形成，属于标准参照性职业英语综合水平能力认证。本能力认证的目的在于以近于实际的职业场合的要求，检测和认证学生在实际职场环境中的英语听、说和读、写、译等岗位实际应用能力，认证结果作为用人单位招录过程中了解应聘人员英语实际应用能力的可靠依据，也可作为学校对本校英语教学质量的评估依据。

## 三、能力认证对象

高级职业英语能力认证属工作岗位技能型英语能力认证，适用于修完高职英语课程，或者类似于这一课程的本科院校、高等职业院校、普通高等专科学校、网络教育、成人高等教育和自学考试等非英语专业学生。

## 四、能力认证方式

本能力认证方式基于局域网和计算机(Intranet-based Computerized Assessment)，由学生通过终端机无纸化的认证操作，在规定的时间内独立完成。

## 五、能力认证范围

本能力认证以《技能表》的内容为框架，以完成实际工作岗位任务所需的职业英语应用技能为内容，包括职场通用的核心技能和与专业类型相关的专业技能，专业技能认证分为商务管理、信息技术、科技工程和人文社科四大类，由学生根据自己的主修专业，自主选择相应专业技能进行能力认证。亦可根据个人实际的学习情况，认证不同的专业技能。

## 六、能力认证项目及能力要求

能力认证项目包括四个模块：1.听力任务、2.阅读任务、3.写作任务、4.专业技能任务。前三个模块检测各专业通用技能，第四模块检测学生主修专业技能（详见附件2）。各模块能力要求如下：

### 第一模块：英语听力任务（English Listening Tasks）

本模块检测学生通过听力获取信息的能力。要求能听懂职场活动中语速为 120 词/分钟左右的英语单句、会话和短文，并理解、掌握其要点和相关细节。

### 第二模块：英语阅读任务（English Reading Tasks）

本模块检测学生通过阅读获取信息能力。总阅读量约为 1,000 词左右，要求能理解和掌握与职场活动相关题材的简单英语短文、图表和标示等书面信息，能有效运用阅读技巧，掌握主旨要点，理解、把握其中的主要事实和相关细节等。

### 第三模块：英语写作任务（English Writing Tasks）

本模块检测学生根据任务规定必须完成的应用文写作能力。要求能够根据内容及适当写作框架，运用基本的写作技巧，完成以图表描述、简历、信函、备忘录、广告、通知、企业介绍、产品介绍、说明书等应用文的写作任务，达到内容完整，格式规范，表达清楚。

### 第四模块：专业技能任务（Specialized Tasks）

本模块检测与学生主修专业相关的英语基本词汇及其英、汉书面互译能力。要求学生以与其主修专业相关的英语基本词汇、常用表达法、专业术语等为基础，阅读并翻译与本人主修专业相关的英语或汉语文字材料，要求译文符合基本语法和基本表达法规范、用词恰当、无错别字或拼写错误。

以上各模块能力认证表样式见附件3。

## 七、能力认证证书

本能力认证包含英语共核技能（模块1-3）和专业技能（模块4）的测试，考试总时间为120分钟，满分为120个积分点。其中，共核技能部分合计100个积分点，专业技能合计20个积分点。

共核技能和专业技能两部分成绩合计总分达到72或以上积分点为合格。成绩合格者将颁发合格证书，证明其所获得实际积分点数及其所具备的相应英语技能。

附件1：高级职业英语岗位技能表

附件2：能力认证项目、内容、格式及时间分配表

附件3：能力认证表样式



附件 1:

高级职业英语岗位技能表

Adapting to New Environments (适应新环境)	Introducing a Company (介绍公司)	Conducting a Survey (作调查)
Handling Personal Information (处理个人信息)	Making Business Association (联系业务)	Making Presentations (作演示)
Planning Your Career (职业规划)	Promoting Products and Services (推销产品和服务)	Project Management (项目管理)
Hunting for a Job (找工作)	Attending Fairs (参加会展)	Workflow Management (工作流程)
Making and Responding to Invitations (邀请和回复)	Negotiating (谈判)	Quality Control (质量控制)
Catering Visitors (接待来宾)	Contracts (合同)	Global Sourcing (全球资源配置)
Managing Office Affairs (处理 办公室事务)	Culture and Etiquettes (文化与礼 仪)	SYB Online (网上创业)
Organizing Meetings (组织会 议)	Business Ethics and Integrities (道 德与诚信)	Handling Work Stress (应对工作压力)
Making Business Trips (出差办 事)	Modern Administration (现代管理)	Occupational Health and Safety (职业健康 和安全)
Interpersonal Skills and Teamwork (人际交流与合作)	Dealing with Work Problems (应 对工作中的问题)	Retrospect and Prospect (回顾与展望)

附件 2:

《高级职业英语能力认证》项目、内容、形式及时间分配表

模块	权重	认证项目	分项任务	信息形式	检测形式	积分	时间(分钟)
1	40	听力任务 (Listening Tasks)	1	单句	关键信息点识别	10	30
			2	短对话	信息判断	10	
			3	长对话	信息辨别	10	
			4	短文	信息填充	10	
2	35	阅读任务 (Reading Tasks)	1	短文	信息辨别	10	40
			2	短文	信息填充	10	
			3	图表、标示	信息辨别	15	
3	25	写作任务 (Writing Tasks)	1	图表	信息归纳	10	30
			2	短文	信息描述	15	
4	20	专业任务 (Specialized Tasks)	1	专业术语	信息匹配	5	20
			2	短文	信息转换	15	



附件 3:

《高级职业英语能力认证》试题样式

## Test for the Certificate of Advanced Career English

### Module I Listening Tasks (40%)

#### Task 1 (10%)

**Directions:** In this task there are some key words taken from the sentences concerning **the Steps of arranging a meeting**. First, you should listen to the key words marked “a” through “k” in the following box. Then you should listen to the sentences and decide which key word(s) each sentence contains. After that, you should type the letter that represents the key word(s) in the corresponding blank. Each sentence will be spoken twice. The first one is done for you as an example:

You will hear:

From what we hear we can decide that the word “steps” is contained in the sentence. Therefore, the answer is “a”.

a. steps	b. agenda	c. accommodation and transportation	d. chairperson	e. reserve	
f. attendees	g. keynote speaker	h. time	i. minutes	j. venue	k. summary

Example:   a  

Step 1: \_\_\_\_\_ Step 2: \_\_\_\_\_ Step 3: \_\_\_\_\_ Step 4: \_\_\_\_\_ Step 5: \_\_\_\_\_

Step 6: \_\_\_\_\_ Step 7: \_\_\_\_\_ Step 8: \_\_\_\_\_ Step 9: \_\_\_\_\_ Step 10: \_\_\_\_\_

#### Script:

Example: Generally, there are 10 steps to make an arrangement for a meeting.

Step 1: Decide on a suitable time for the meeting.

Step 2: Choose a proper venue for the meeting.

Step 3: It's necessary to reserve a meeting room before hand.

Step 4: Accommodation and transportation should be taken into consideration.

Step 5: Prepare an effective meeting agenda.

Step 6: Every attendee of the meeting should be notified in advance.

Step 7: There has to be a chairperson for the meeting.

Step 8: One or more keynote speakers are also necessary.

Step 9: Don't forget to arrange for someone to take minutes of the meeting.

Step 10: It's usually necessary to write a summary of the meeting.

#### Keys:

1. h 2. j 3. e 4. c 5. b 6. f 7. d 8. g 9. i 10. k

#### Task 2 (10%)

**Directions:** In this task there are ten recorded short conversations. For each conversation there is a statement. The conversations will be spoken twice. After hearing each conversation, you should decide if the statement is true or false and click on T for True and F for False. If you want to change your answer,



*just click on your new choice.*

**Conversation 1**

M: Hi, Jenny. I've been busy hunting for a job.

W: Hi, Mike. Me too. What's your ideal job?

M: I wish to become a technician. How about you?

W: Well, I'm hoping to be a bank teller.

T F 1. Jenny has found a job as a bank teller.

**Key:** 1. F

**Conversation 2**

M: Come in and take a seat, please.

W: My name is Wei Ying. I'm glad to meet you.

M: Nice to meet you, too. Now tell me something about yourself, please.

W: I will graduate from South China Vocational College in 2010, and I major in IT Engineering.

T F 2. The relationship between the two is most probably interviewer and interviewee.

**Key:** 2. T

**Conversation 3**

M: When can we sign the contract?

W: I have no idea It depends on when we can come to an agreement on the terms.

M: I'd suggest we meet half way. That's the best we can do.

W: I'll talk to my boss first before giving you a definite answer.

T F 3. They have decided on the time to sign the contract.

**Key:** 3. F

**Conversation 4**

M: Excuse me. Are there any inexpensive hotels nearby?

W: Yes. Walk down this street for two blocks and you will find a white building.

M: You mean the tallest one over there?

W: Yes, that is what you are looking for.

T F 4. The man is looking for an expensive hotel.

**Key:** 4. F

**Conversation 5**

M: Shall we discuss the details of our project plan at today's meeting, Miss Green?

W: That's what I have in mind I hope we can come to an agreement soon.

M: So do I.

T F 5. There is a meeting to discuss the details of the project plan.



**Key: 5. T**

**Conversation 6**

M: Miss Jiang, is there anything else you want to ask me?

W: Well, I'd like to know the chances for promotion and the salary.

M: There are good chances of promotion in this firm, and as for salary, you'd start at ¥2200.00 monthly.

W: Great. Thank you very much.

T  F 6. Miss Jiang is only interested in the salary she'll get.

**Key: 6. F**

**Conversation 7**

M: Good afternoon. May I help you, Miss?

W: Yes, I'd like to have a single room for two days.

M: All right. May I have a look at your passport, please?

W: Here you are.

M: OK, Miss Smith, your room number is 108. Enjoy your stay.

T  F 7. Miss Smith is going to stay in the hotel for two days.

**Key: 7. T**

**Conversation 8**

M: Susan, I need to see Mr. Smith, the sales manager of the Bluesky Company. Please make an appointment for me.

W: OK. Do you have any preferences for the time and place?

M: Let Mr. Smith decide. Any time and place would be OK for me.

W: I'll let you know when it's done.

T  F 8. Susan will decide where and when they are going meet.

**Key: 8. F**

**Conversation 9**

M: Do you know the theme for this conference, Anna?

W: Yes, I do. The theme is environmental protection and economic development.

M: Really? I'm quite interested in it.

W: You can come to the meeting, Julia It is open to everyone.

T  F 9. Anyone can come to the conference.

**Key: 9. T**

**Conversation 10**

W: Michael, would you like to take on this new project?

M: I'm afraid not, Mrs. Johnson. You know, I'm already working on several assignments.

W: I see. You may not have enough time for this one.

M: Thank you for your understanding, Mrs. Johnson.



T  F 10. Michael has declined Mrs. Johnson's request.

**Key:** 10. T

### Task 3 (10%)

**Directions:** In this task there are two dialogues with five questions. Both the dialogues and questions will be spoken twice. When you hear a question, you should decide on the correct answer from the four choices marked A), B), C) and D) given on the computer screen, and then click on your choice. If you want to change your answer, just click on your new choice.

#### Dialogue 1

A: Barbara, will you book an air ticket for me?

B: Sure. For when and where?

A: Tomorrow evening, to Shanghai.

B: Would you like the business class or economy class?

A: Either will be OK.

B: For a single trip or a return trip?

A: Er... single, please. I don't know when I can come back.

B: A single ticket to Shanghai for tomorrow evening. Right?

A: That's right. And these are the documents I need to take with me. Please get them ready.

B: No problem. By the way, shall I arrange for a company car to take you to the airport?

A: Yes, please.

Q1. What kind of ticket does the man want?

A) A single ticket.

B) A return ticket.

C) A business class ticket.

D) An economy class ticket.

**Key:** 1. A)

Q2. How will the man get to the airport?

A) He'll drive there.

B) He'll take a taxi.

C) He'll be taken there.

D) He'll go with the secretary.

**Key:** 2. C)

#### Dialogue 2

W: Welcome to Guangzhou, Mr. White. Take a seat, please.

M: Thank you. I'm very glad to have the chance to visit your company, Mrs. Wang. How long have you been in this line of business?

W: Personally, I've been working here for more than 15 years, 5 years after my graduation from college. But our company has been in this line of business for more than 30 years since it was established in 1979. The head office is here in Guangzhou.

M: I see. Will you brief me the size of your company and how your products are received by your customers?



W: Sure. We are a private enterprise with about 1,500 employees. The orders for our microwave ovens are getting too big to supply. This demonstrates the quality and popularity of our products.

M: That just agrees with what I'd heard before I came.

W: And we have five subsidiaries and two factories in other parts of the country. Our goods sell well not only in China but are being exported to more than 50 countries and regions, where they're always received favorably.

M: Well, that's really impressive. Mrs. Wang, let's get down to business. Will you show me the latest models of microwave ovens?

W: My pleasure. This way, please.

Q3: How long has Mrs. Wang been working with the company?

- A) Over 30 years.                      B) Over 15 years.  
C) Since 1979.                        D) Since she graduated from college.

**Key:** 3. B)

Q4: What do we know about the company?

- A) It's a state-owned enterprise specializing in making microwave ovens.  
B) It's a trade company engaged in buying and selling household appliances.  
C) Its products are sold out in many countries and regions.  
D) Its products enjoy high popularity both at home and abroad

**Key:** 4. D)

Q5: What's the purpose of Mr. White's visit to the company?

- A) To pay a personal visit to Mrs. Wang.  
B) To get more information about the company.  
C) To do business with the company.  
D) To see the latest models of its products.

**Key:** 5. C)

#### **Task 4 (10%)**

**Directions:** In this task there is a short passage with five blanks. The passage will be spoken twice. During the second reading, there will be a pause after each blank. During the pause you should fill in the blank with what you hear.

In domestic and international business, negotiation plays a very important part between \_\_\_\_1\_\_\_\_. International business negotiations are much more complicated than \_\_\_\_2\_\_\_\_ because we will face different negotiations from different parts of the world with different languages, beliefs, living habits, value conception and \_\_\_\_3\_\_\_\_. So the contract can't be signed until the careful business negotiations are conducted. The purpose of business negotiation is to \_\_\_\_4\_\_\_\_ in terms of the quality, the quantity, the \_\_\_\_5\_\_\_\_, the price, the packing, the shipment, the insurance, the payment, the inspection, etc.

#### **Script:**

In domestic and international business, negotiation plays a very important part between buyers and sellers. International business negotiations are much more complicated than domestic business negotiations because we will face different negotiators from different parts of the world with different languages, beliefs, living habits, value conception and behaviour patterns. So the contract can't be signed until the careful business negotiations are





- A) giving a pay raise                      B) signing a contract  
C) arranging annual leave                D) helping with personal affairs

**Key:** 3. C

4. If employees work on public holidays, usually they will get \_\_\_\_\_.

- A) extra days off                          B) extra money  
C) a pay raise                              D) paid holidays

**Key:** 4. B

5. When they need overalls for their job, employees should inform the Supplies Department of \_\_\_\_\_.

- A) the size    B) the color            C) the style    D) the quantity

**Key:** 5. A

### Task 2 (10%)

**Directions:** In this task there is a passage followed by an incomplete outline. You should read the passage carefully and fill in each blank with **no more than three words**.

#### Some General Tips for Dealing with Stress at the Workplace

Since the causes of workplace stress vary greatly, so do the strategies to reduce or prevent it. If the workplace is too loud, control measures to deal with the noise should be taken wherever possible. If you are experiencing pain from repetitive strain, workstations can be re-designed to reduce repetitive movements.

Job design is also an important factor. Good job design accommodates an employee's mental and physical abilities. In general, the following job design guidelines will help minimize or control workplace stress:

The job should be reasonably demanding (but not based on "sheer endurance") and provide the employee with at least a minimum of variety in job tasks.

The employee should be able to learn on the job and be allowed to continue to learn as their career progresses.

The job should comprise some area of decision-making that the individual can call his or her own.

There should be some degree of social support and recognition in the workplace.

The employee should feel that the job leads to some sort of desirable future.

#### How to deal with stress at workplace

##### 1. General tips:

Take different strategies for the different \_\_\_\_1\_\_\_\_ of workplace stress.

##### 2. Job design guidelines:

The job should provide employees with:

- 1) not too many \_\_\_\_2\_\_\_\_;
- 2) chances to \_\_\_\_3\_\_\_\_ on the job;
- 3) opportunities for \_\_\_\_4\_\_\_\_;
- 4) \_\_\_\_5\_\_\_\_ and recognition;
- 5) a desirable future.

**Keys:**

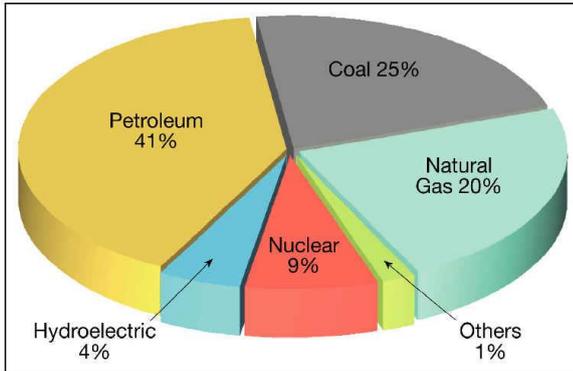
1. causes    2. tasks    3. learn    4. decision-making (decision making)    5. (social) support



### Task 3 (15%)

**Directions:** In this task there are five items concerning workplace English. Each item is followed by four statements marked A), B), C) and D). You should choose the one that best describes it and click on your choice. If you want to change your answer, just click on your new choice.

#### 1. World's energy consumption – 2010



- A) The pie chart shows the energy consumption of the whole world in the year 2010.
- B) Petroleum accounts for a quarter of all the energy resources consumed in 2010.
- C) The second largest proportion of energy used in 2010 is natural gas.
- D) Nuclear power is becoming more and more popular nowadays.

**Key:** 1. A)

#### 2. Outcome of a company's survey on the question: "I feel happy with my job."

Categories	Department 1	Department 2	Department 3	Total
Strongly Disagree	127 (13.2%)	83 (8.6%)	67 (6.9%)	277 (28.7%)
Disagree	50 (5.2%)	22 (2.3%)	30 (3.1%)	102 (10.6%)
Neither Agree Nor Disagree	80 (8.3%)	31 (3.2%)	22 (2.3)	133 (13.8%)
Agree	272 (28.2%)	105 (10.9%)	69 (7.1%)	446 (46.2%)
Don't Know	5 (0.5%)	2 (0.2%)	1 (0.1%)	8 (0.8%)
Total	534 (55.3%)	243 (25.2%)	189 (19.6%)	966 (100%)

- A) Most of those who chose "Strongly Disagree" are from Department 2.
- B) Department 3 is the second largest department of the company.
- C) Close to half of the employees feel unhappy with their job in the company.
- D) The percentage of those feeling neither happy nor unhappy with their job is 13.8%.

**Key:** 2. D)

#### 3. A memo



### Memo

**To:** Daniel Thomas, Editor-in-chief

**From:** Sally Jin, Human Resources Manager

**Date:** 2003-12-6

**Re:** The process of interviewing and hiring new members of staff

We have recently updated our company procedures for interviewing and hiring new employees, and I want to run through how it works before you go about hiring your new editorial assistant.

- A) The receiver of the memo is Sally Jin, the manager of Human Resources.
- B) The Writer of the memo is Daniel Thomas, Editor-in-chief.
- C) The memo is about how to update the interviewing and hiring procedures.
- D) The Editorial Department is going to hire a new editorial assistant.

**Key:** 3. D)

#### 4. Instructions

#### Instructions for Use of Shredders (碎纸机)

##### How to use:

To switch on, press the green button.

Put the paper in.

To switch off, press the red button.

##### Possible problems:

- The machine jams
- The motor overheats

##### What to do:

- Press the red button.
- Remove the excess paper and start again.
- The machine switches off automatically.
- Leave it for 15-30 minutes before you switch on again.

##### Caution!

- Do not put your fingers into the shredder.
- Be careful with long hair and loose clothing.

- A) You should press the red button to turn on the shredder.
- B) You should take out the excess paper if the machine gets jammed.
- C) If the motor becomes too hot, you should turn it off immediately.
- D) You can not use the shredder if you have long hair.

**Key:** 4. B

#### 5. A letter



ABC Company Ltd.  
Guangzhou Baiyun Avenue, 510000  
May 10, 2010

Dear Sir/Madam:

I would like to apply for the position of Sales Representative of your company. I will be a June 2010 graduate from Guangdong Linyong Vocational College with a diploma in Business English. My major has prepared me to communicate effectively with people.

Referring to my resume, you will note that I have participated in various activities and programmes. In addition, I was a part-timer selling cell phones last summer holiday.

Enclosed you will find a copy of my resume and letters of recommendation from employers and professors. I am looking forward to hearing from you at your earliest convenience.

Yours sincerely,  
Wang Lin

- A) The applicant will graduate in three months.
- B) The applicant will send a copy of her resume in another letter.
- C) The applicant is seeking a job as a sales representative.
- D) The applicant has no working experience at all.

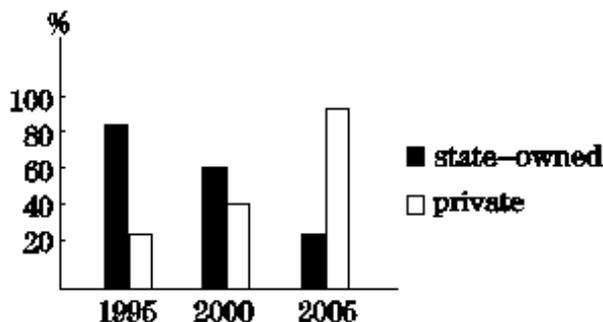
**Key:** 5. C

### Module III Writing Tasks (25%)

#### Task 1 (10%)

**Directions:** In this task there is a description of the chart entitled *Ownership of Houses in Big Cities in China*. You should fill in each blank in the description with **no more than three words** based on the information in the chart.

**Ownership of Houses in Big Cities in China**



As can be seen from the chart, ownership of houses in big cities in China changed in the past \_\_\_\_1\_\_\_\_ years.





in textile industry in the nearest future. That's all. Thanks for your attention.

## Module IV Specialized Tasks (20%)

**Directions:** In this module there are four subject areas named **Business Administration, IT, Science and Engineering and Humanities**. You should choose **ONE** of them and complete the tasks in it.

Click on the one subject area you choose.

**Business Administration**     **IT**     **Science and Engineering**     **Humanities**

### Business Administration

#### Task 1 (5%)

**Directions:** In this task there are ten English terms numbered 1 through 10 in Column A). You should match them with their Chinese equivalents marked A through J in Column B and type the corresponding letter in the right blank.

A	B
1. upper management	A. 主要顾客
2. core customers	B. 零售品牌
3. makeup sample	C. 佣金
4. retail brand	D. 订单处理
5. direct sales	E. 广告代理
6. commission	F. 上层管理人员
7. trial run	G. 工作日程表
8. ad agency	H. 直销
9. work schedule	I. 化妆品样品
10. order processing	J. 试销

1. \_\_\_\_ 2. \_\_\_\_ 3. \_\_\_\_ 4. \_\_\_\_ 5. \_\_\_\_ 6. \_\_\_\_ 7. \_\_\_\_ 8. \_\_\_\_ 9. \_\_\_\_ 10. \_\_\_\_

**Key:**

1. F 2. A 3. I 4. B 5. H 6. C 7. J 8. E 9. G 10. D

#### Task 2 (15%)

**Directions:** In this task there is a passage for you to translate into Chinese.

We have learned from our Embassy (大使馆) that you are interested in importing Chinese silk products. We are a long-established exporter of silk products in China and we have a very good reputation both at home and abroad. Our products sell well all over the world and are highly valued by our customers for their excellent quality and fine workmanship (工艺). Enclosed are our catalogue and price list covering all the products. We are looking forward to your early reply.



**Reference key:**

从我们的大使馆获悉贵公司欲进口一批中国丝织品。我们公司长期在中国从事丝织品出口业务，并在国内外一直享有盛誉。我们的产品畅销全世界，其优良的品质和精湛的工艺深受顾客的好评。随信附寄我们所有产品的目录和报价。期盼尽快回复。

**IT**

**Task 1 (5%)**

**Directions:** In this task there are ten English terms numbered 1 through 10 in Column A) You should match them with their Chinese equivalents marked A through J in Column B and type the corresponding letter in the right blank.

A	B
1. back up	A. 程序
2. mouse	B. 卸载
3. access privileges	C. 安装向导
4. format	D. 加密
5. installation wizard	E. 访问权限
6. encryption	F. 备份
7. plug and play	G. 光盘
8. Compact Disc	H. 即插即用
9. uninstall	I. 鼠标
10. program	J. 格式化

1. \_\_\_\_ 2. \_\_\_\_ 3. \_\_\_\_ 4. \_\_\_\_ 5. \_\_\_\_ 6. \_\_\_\_ 7. \_\_\_\_ 8. \_\_\_\_ 9. \_\_\_\_ 10. \_\_\_\_

**Key:**

1. F 2. I 3. E 4. J 5. C 6. D 7. H 8. G 9. B 10. A

**Task 2 (15%)**

**Directions:** In this task there is a passage for you to translate into Chinese.

Linux is an operating system that was initially created as a hobby by a young student, Linus Torvalds, at the University of Helsinki in Finland. He began his work in 1991 when he released version 0.02. The current full-featured version is 2.2 and the development continues. Although Linux is not perfect, it provides an excellent base to work from for several reasons and might be the best place to start.

1. Linux is multi-user.
2. Linux is open.
3. Linux is “free”.
4. Linux is reliable.
5. Linux is backwards-compatible.

To summarize, Linux is a reliable, secure operating system.



**Reference Key:**

Linux 是一种操作系统，原来是由芬兰赫尔辛基大学的年轻学生 Linus Torvalds 作为业余爱好编制出来的。1991 年他发布了 0.02 版，由此开始了他的工作。当前全功能版本是 2.2 版，开发工作仍在继续。尽管 Linux 并不完美，但它提供了极好的工作基础，而且可能是最佳出发点，理由如下：

1. Linux 是多用户系统。
2. Linux 是开放系统。
3. Linux 是“自由软件”。
4. Linux 是可靠系统。
5. Linux 是向下兼容系统。

总之，Linux 是一种安全可靠的操作系统。

**Science and Engineering**

**Task 1 Identify Technical Terms (5%)**

*Directions: In this task there are ten English terms numbered 1 through 10 in Column A. You should match them with their Chinese equivalents marked A through J in Column B and type the corresponding letter in the right blank.*

A	B
1. volume label	A. 纳米材料
2. fuel cell	B. 零气体
3. zero gas	C. 光纤通信
4. optical fiber communication	D. 燃料电池
5. cypher	E. 可视图文
6. AC voltage	F. 卷标
7. lathes	G. 伸缩镜头
8. nano material	H. 密码
9. zoomar lens	I. 自动车床
10. videotext	J. 交流电压

1. \_\_\_\_ 2. \_\_\_\_ 3. \_\_\_\_ 4. \_\_\_\_ 5. \_\_\_\_ 6. \_\_\_\_ 7. \_\_\_\_ 8. \_\_\_\_ 9. \_\_\_\_ 10. \_\_\_\_

**Key:**

1. F 2. D 3. B 4. C 5. H 6. J 7. I 8. A 9. G 10. E

**Task 2 (15%)**

*Directions: In this task there is a passage for you to translate into Chinese.*

**Retailers test paying by fingerprint**

Major retailers are putting in payment systems that let your finger do the paying. Paying for products with a fingerprint (指纹), rather than checks, cards or electronic devices is among the newest cashless options at



checkout. A customer signs up (注册) by having a finger scanned into a database by special machines and designating a credit or debit (借记) card to which purchases will be charged. To make a purchase, consumers have their finger read at checkout, often on a pad incorporated into a console (控制台).

**Reference Key:**

零售商试用指纹结账技术

一些大的零售商正在安装能够通过顾客指纹结账的付款系统。购物付账时使用指纹而不是支票、卡片或电子设备是最新的不用现金的结账方式之一。顾客注册时，通过特殊的仪器将指纹扫描进数据库，然后指定一张信用卡或借记卡为购买的物品结账。购物时，消费者通常在结算处把指头放在一块与控制台相连的衬垫上让其读取指纹。

**Humanities**

**Task 1 (5%)**

**Directions:** In this task there are ten English terms numbered 1 through 10 in Column A) You should match them with their Chinese equivalents marked A through J in Column B and type the corresponding letter in the right blank.

A	B
1. live broadcasting	A. 情节
2. cutting and editing	B. 罪犯
3. copyright	C. 击剑
4. plot	D. 轨, 声道
5. offender	E. 生效
6. come into force	F. 重播
7. judo	G. 版权, 著作
8. fencing	H. 现场直播
9. track	I. 剪辑
10. rebroadcast	J. 柔道

1. \_\_\_\_ 2. \_\_\_\_ 3. \_\_\_\_ 4. \_\_\_\_ 5. \_\_\_\_ 6. \_\_\_\_ 7. \_\_\_\_ 8. \_\_\_\_ 9. \_\_\_\_ 10. \_\_\_\_

**Key:**

1. H 2. I 3. G 4. A 5. B 6. E 7. J 8. C 9. D 10. F

**Task 2 (15%)**

**Directions:** In this task there is a passage for you to translate into Chinese.

Seventy-four-year-olds are the most contented people in the population, according to a new research. Fewer responsibilities, financial worries and more time to yourself leads to contentment previously unknown in earlier life. According to the report, from the teenage years until 40 happiness declines. It levels off until 46 and then starts to increase until peaking at 74. The report said this could be due to older people being more appreciative.



**Reference key:**

一项最新研究表明，人在 74 岁时最满足。人到了 74 岁时，肩上的责任变少，经济压力减轻，属于自己的时间增多，由此会感到前所未有的满足。根据这项报告，人们的幸福感在十几岁到四十岁这一阶段逐渐下降，到 46 岁前趋于平稳，46 岁后开始增强，到 74 岁时达到顶峰。这可能是因为年龄大的人更懂得珍惜。

GDOA