

实用英语交际职业技能等级考试 (初级) 模拟题 (一)

TASK 1

John Reese, a producer of tea sets, is talking with Megan Carter, the purchasing manager of a housewares store. Listen to 3 conversations between them and answer Questions 1-5 by choosing A, B, C or D. You will have **10** seconds to answer each question. Each recording will be played **TWICE**.

Question 1 is based on Conversation 1.

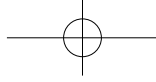
1. What did Ms Carter do last night?
 - A. She went to the lake.
 - B. She stayed at the hotel.
 - C. She worked out at the gym.
 - D. She visited the Nature Park.

Questions 2-3 are based on Conversation 2.

2. How long will it take at least to produce 150 white tea sets?
 - A. 5 days.
 - B. 8 days.
 - C. 10 days.
 - D. 14 days.
3. What kinds of tea sets will Ms Carter order?
 - A. White and green.
 - B. White and black.
 - C. Black and purple.
 - D. Green and purple.

Questions 4-5 are based on Conversation 3.

4. When will Ms Carter get the tea sets?
 - A. By the end of March.
 - B. By the end of February.



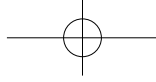
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- C. By the middle of February.
 - D. At the beginning of March.
5. Why should the producer pack the tea sets with foam paper?
- A. To save money.
 - B. To protect them from water.
 - C. To keep them free from dust.
 - D. To protect them from being broken.

TASK 2

You work in the Public Relations Department and are asked to receive an important guest of your company. Now listen to 10 questions or statements from the guest and for each of them choose a reply which best responds to it. You will have 15 seconds for each reply. Each question or statement will be played only **ONCE**.

- 1. A. Yes. Nice to meet you!
B. Sure. You're welcome!
C. Right. It's very kind of you!
- 2. A. Not at all!
B. I'm fine.
C. It's my pleasure!
- 3. A. Oh, don't say that.
B. I think it's just so-so.
C. Thank you very much!
- 4. A. Sure. What's wrong with you?
B. Oh, I'm very sorry to hear that.
C. Yes, you can get it from a nearby drugstore.
- 5. A. Sure. I'll take it to your room.
B. Sure. Which one do you want?
C. Sure. Is there anything wrong with it?



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6. A. It's really amazing.
B. We can watch it today.
C. I watched it last weekend.
7. A. Let me see... it's 123abc.
B. We have free Wi-Fi here.
C. You can connect your laptop to our Wi-Fi.
8. A. No. I have no interest in it.
B. I'm most interested in the food.
C. Yes, that is very interesting.
9. A. Well, I'll email it to you later.
B. You don't need to prepare for it.
C. The meeting will be held in this hotel.
10. A. Sure. For how many people?
B. Sure. I'll bring you some books this evening.
C. Sure. We'll have dinner at 7:00 pm this evening.

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TASK 3

You are a customer service representative at M&W Technology. You are asked to answer some customers' questions about a radio. Now you have **60** seconds to read the product's advertisement.

A New Radio



Alarm timers
You can set the alarm length to 30, 60 or 90 minutes.

Built-in FM
There are 20 radio stations. You can mark your favourite ones and listen to them by pressing the "OK" button.

Charge your smartphone
You can charge your smartphone by plugging it into the USB port of the radio.

Bedtime listening
You can set a sleep timer so that the radio will turn itself off.

Play music stored in your smartphone
If you plug your smartphone into the radio, you can play music that is stored in your smartphone.

Now listen to 6 questions about the radio from some customers. Answer Questions 1-6 according to the advertisement. You must respond within **15** seconds after you hear a tone. Each question will be played only **ONCE**.

TASK 4

You are an assistant designer at Shielder Manufacturing. Recently, your company has launched a new travel backpack and is trying to promote it. You are asked to introduce the product to potential buyers. Read the following poster about the backpack and introduce it to the members of a climbing club. You should:

- provide basic information about the backpack;
- explain the features of the backpack;
- encourage the members to order the backpack.

You will have 5 minutes to prepare and 90 seconds to speak.

Shielder Travel Backpack





Basic information

Price: RMB 139

Weight: 1kg

Colour: blue, black or white

Book now:
010-3988360



Water-proof materials to keep the items inside from rain and snow

Anti-theft pocket to protect valuable items from being stolen

Independent pockets to hold a laptop and several books

Soft shoulder straps to reduce pressure

TASK 5

You are an assistant to the marketing manager. You will go on a business trip to Brazil and meet some Brazilian business partners. Read the following passage and learn about Brazilian dining culture. Read Statements 1-5 and decide whether each manner is **PROPER** or **IMPROPER**.

Brazilians love good food, and dining is an important part of doing business in Brazil. Here are a few simple rules you should keep in mind when you are invited to a meal.

It is best to wait until everybody has been served. However, if the service is very slow, it is acceptable to start eating earlier. Brazilians use cutlery (餐具)—forks, knives and spoons—except for food like boned chicken. In this case, food can be held with a napkin (餐巾纸).

Smokers should be aware that most Brazilians do not smoke while eating—even at smoking tables. You have to wait until the meal is finished. You must also be careful not to make a noise when you are eating. Brazilians consider this kind of behaviour impolite and disrespectful.

Having finished the meal, you have two main rules to remember. First, place the fork and knife on the plate, parallel to the table side. Second, please do not use a toothpick even if you find one on the table. If you need to do this “dirty job,” you should find the restroom.

1. You start eating right away after you are served.
 - A. PROPER
 - B. IMPROPER
2. You use a napkin to hold boned chicken and eat it.
 - A. PROPER
 - B. IMPROPER
3. You go to a smoking table and light a cigarette during a dinner.
 - A. PROPER
 - B. IMPROPER

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4. After you finish your meal, you put your fork and knife parallel to the table side.
 - A. PROPER
 - B. IMPROPER

5. You pick your teeth at the table.
 - A. PROPER
 - B. IMPROPER

TASK 6

You are a quality inspector at Bosico Electronics. You are asked to do the quality test for the Bosico air fryer (空气炸锅) according to the user manual. There are 6 steps to set the air fryer. Now choose the right description for some steps.

How to Use the Bosico Air Fryer



1. _____



2. _____



Press the "START/PAUSE" button to begin cooking.



3. _____



4. _____



Press the "ON/OFF" button again to turn off the air fryer.

Instructions

- A. Press the “ON/OFF” button to turn the air fryer on.
- B. Connect the air fryer to the power supply.
- C. Use the up and down buttons to change the temperature.
- D. Press the “TEMP TIME” button to set the cooking temperature.

TASK 7

You are Michael Li, an administrative assistant at Robinhood Technology. Your company is going to hold the annual business meeting. You are asked to reserve a meeting hall at Wisdom Tree Hotel and then take notes according to their reply.

TASK 7.1

Now complete the reservation email to Jenny Noelle, the marketing manager of Wisdom Tree Hotel, according to the information provided.

About the Annual Business Meeting	Time	9:00 am-5:00 pm, 21st May
	Requirement	<ul style="list-style-type: none"> • AV equipment to play video • Set meals for 120 attendants (including 10 vegetarians) • 10 double rooms for 20 attendants
About the Reply Letter	Time	Before 5th May
	Information needed	<ul style="list-style-type: none"> • Recommendation of the meeting hall • Price of each service

From: Michael.L@hotmail.com
To: JN123@gmail.com
Subject: Reserve a meeting hall

Dear Ms Noelle,

I'm Michael Li from Robinhood Technology.

[1] _____ from 9:00 am to 5:00 pm on 21st May, and we'd like to reserve a meeting hall at your hotel.

We have a few special requirements as follows.

- [2] _____ to show a video clip.
- [3] _____, and 10 of them are vegetarians. We'd like to order set meals for them.
- 20 attendants will be staying overnight, so [4] _____

Our team will have a meeting on 5th May to draw up an agenda. [5] _____, making a recommendation of the meeting hall and offering the price of each service.

Best regards,
Michael Li
Robinhood Technology

TASK 7.2

Now read Jenny Noelle's reply. Complete the notes with the **EXACT** phrases or numbers from the email.

From: JN123@gmail.com
 To: Michael.L@hotmail.com
 Subject: Re: Reserve a meeting hall

Dear Mr Li,

Thank you for reserving a meeting hall at Wisdom Tree Hotel.

To meet your exact requirements, I'd recommend the Logan Hall. It is our second largest hall, with a seating capacity of up to 200 people. It is suitable for holding formal or informal workshops and conferences. The price is RMB 4,000 per day. AV equipment is available in the hall.

We do provide set meals. The cost is RMB 100 for each regular set menu and RMB 80 for each vegetarian set menu. We also have double rooms for that particular day. It is RMB 650 per night for each room.

Please let us know if you have any other enquiries. I would also like to invite you to drop by and take a look at the hall. Please call me at 023-2289211 to make an appointment. We look forward to seeing you.

Best regards,
 Jenny Noelle
 Wisdom Tree Hotel

Item	Detail
Meeting hall	<ul style="list-style-type: none"> Name: [6] _____ Capacity: [7] _____ people Price: RMB 4,000 per day AV equipment: available
Set meal	<ul style="list-style-type: none"> Regular: RMB [8] _____ Vegetarian: RMB 80
[9] _____	Price: RMB 650 per night
Additional information	Call Ms Noelle at [10] _____ to make an appointment