

试卷代号:1357

国家开放大学(中央广播电视大学)2017年秋季学期“开放本科”期末考试

高级商务英语听说 试题

2018年1月

注意事项

一、将你的学号、姓名及分校(工作站)名称填写在答题纸的规定栏内。考试结束后,把试卷和答题纸放在桌上。试卷和答题纸均不得带出考场。

二、仔细阅读题目的说明,并按题目要求答题。答案一定要写在答题纸指定的位置上,写在试卷上的答案无效。

三、用蓝、黑圆珠笔或钢笔答题,使用铅笔答题无效。

Instructions:

- This test will take approximately 30 minutes.
- There are **FIVE** recordings in the test and you will hear each recording twice.
- There will be a pause of 30 seconds before each recording to allow you to look at your questions.
- There will be a pause of 30 seconds after each recording to allow you to check your answers.
- You can first mark or write your answers on this test paper. After the recordings, you **MUST** transfer all your answers to the Answer Sheet.
- The total marks for this test are 100 points. There are altogether 25 questions in the test and each question takes 4 points.

Recording One

Listen to a group of management trainees talking about the preparation of presentations.

There are five multiple choice questions after the recording. Choose the best answer to each question and write your answer on the Answer Sheet. You will hear the recording twice. (20 points, 4 points each)

1. These management trainees agree that the most important thing in preparing a presentation is to know about _____.
A. the audience
B. the objectives
C. the structure
D. the audience and objectives
2. In the preparation, you need to make sure what you want the talk to achieve. This means that you must decide on _____.
A. the audience
B. the objectives
C. the structure
D. the visual support
3. A key part of the preparation which will make you perform perfectly is _____.
A. to write out the introduction
B. to write out everything
C. to read it aloud
D. to practise it
4. According to these trainees' discussion, what should be done to check the language of a presentation?
A. Keep it simple.
B. Make sure there're no mistakes on the visuals.
C. Check the spelling.
D. All of the above.
5. How many key areas have they mentioned in the preparation of presentations?
A. 6.
B. 7.
C. 8.
D. 10.

Recording Two

Listen to a recording of a negotiation between Arco (the man) and CAS (the woman). They are discussing compensation to CAS, and a royalty payment to Arco.

Listen and mark the following as True (T) or False (F). Write your answer on the Answer Sheet. You will hear the recording twice. (20 points, 4 points each)

6. The two parties both agree to link the royalty payment to the compensation. (T/F)

7. According to CAS, the royalty payment should be the more the better. (T/F)
8. The compensation is important to CAS because it'll take time for CAS to find another partner. (T/F)
9. Arco insists on a 10% royalty and agrees to a payment of one-year compensation. (T/F)
10. According to their final agreement, Arco would have a 10% royalty on profits from eventual production. (T/F)

Recording Three

Listen and mark the following as True (T) or False (F). Write your answer on the Answer Sheet. You will hear the recording twice. (20 points, 4 points each)

11. Mr. Kramnik wants to meet Ms. Hannam to discuss the renewal of their contract. (T/F)
12. Ms. Hannam will go on business trips during the middle of July. (T/F)
13. Mr. Kramnik plans to arrive in London on the night of Thursday, June 6th. (T/F)
14. Ms. Hannam's secretary will be in charge of the accommodation of Mr. Kramnik during his stay in London. (T/F)
15. The staff working for Swallow Exports is polite, enthusiastic and considerate. (T/F)

Recording Four

Listen to the recording of Allan Case, an engineer, talking about the characteristics of successful business meetings.

Fill in the blanks as you listen to the recording. Write your answer on the Answer Sheet. You will hear the recording twice. (20 points, 4 points each)

Interviewer: What do you see as the most (16) _____ characteristics of a successful meeting?

Allan Case: I think it's important that everyone is well prepared. Certainly everyone should prepare for the meeting - which is possible in all cases except emergency meetings where there's no time for much preparation. A (17) _____ point is that in every case, people should understand the objectives of the meeting. Also, the role of the chair is important. The chair should do a good job, keep (18) _____ and keep the meeting focused on the objectives. That means the meeting reaches its aims.

Interviewer : And what about the (19) _____ of the meeting?

Allan Case : Yes, I agree, the meeting should keep to the timing - start and (20) _____ on time. That's also important.

Recording Five

Imagine you are a participant in a meeting between Gibson Trust Ltd. and Aptrans concerning the sale of a former railway station.

Fill in the blanks as you listen to the recording. Write your answer on the Answer Sheet. You will hear the recording twice. (20 points, 4 points each)

So, as we've covered the agenda, this is (21) _____ a good time to summarise what we've agreed. We began by discussing the plans for the station renovation and use. We are pleased to say that we have approved the plans to renovate the station as a museum. It will have links with the (22) _____ City Museum and it will be operated by Aptrans - all year round. There'll be a gift shop and a Study Centre. This will be supported by the University and the City Library. Then we moved on to Item 2. We looked at plans for the other land, to be developed by Gibson Trust as - we agreed - 50% commercial property and 50% residential. This will be specified in the contract.

Finally, I'd like to (23) _____ that what we have to do now is to finish drawing up contracts and then we'll meet again in late June. (24) _____ on June the 25th, this has to be confirmed. At that meeting we will exchange (25) _____. Okay? Does everyone accept that as a reasonable summary?

This is the end of the test.

Now remember to transfer all your answers to your Answer Sheet.

座位号

--	--

高级商务英语听说 试题答题纸

2018 年 1 月

题 号	Recording 1	Recording 2	Recording 3	Recording 4	Recording 5	总 分
分 数						

得 分	评卷人

Recording One (20 points, 4 points each)

1. 2. 3. 4. 5.

得 分	评卷人

Recording Two (20 points, 4 points each)

6. 7. 8. 9. 10.

得 分	评卷人

Recording Three (20 points, 4 points each)

11. 12. 13. 14. 15.

得 分	评卷人

Recording Four (20 points, 4 points each)

16. 17. 18. 19. 20.

得 分	评卷人

Recording Five (20 points, 4 points each)

21.
22.
23.
24.
25.

试卷代号:1357

国家开放大学(中央广播电视大学)2017年秋季学期“开放本科”期末考试

高级商务英语听说 试题答案及评分标准

(供参考)

2018年1月

计分标准:

■ 本试题共由 25 题组成,每题 4 分,做对得 4 分,做错不得分。

■ 16—25 题中的单词拼写出现错误,每题扣 2 分。

Recording One (20 points, 4 points each)

1. D 2. B 3. D 4. D 5. C

Recording Two (20 points, 4 points each)

6. T 7. F 8. T 9. F 10. T

Recording Three (20 points, 4 points each)

11. T 12. F 13. F 14. T 15. T

Recording Four (20 points, 4 points each)

16. important 17. secong 18. control 19. timing 20. finish

Recording Five (20 points, 4 points each)

21. perhaps 22. local 23. confirm 24. Probably 25. contracts