全国 2020 年 10 月高等教育自学考试

外贸英语写作试题

理 程 代 和 . 00097

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		笔将所有试题的答案 \$将自己的考试课程名		月黑色字迹的签字笔或钢笔		
填	写在答题纸规定的位置	重上。				
		选择	题部分			
注	意事项:					
	每小题选出答案后	,用 2B 铅笔把答题纸	上对应题目的答案标	号涂黑。如需改动,用橡皮		
擦	干净后,再选涂其他答	案标号。不能答在试	题卷上。			
	是最符合题目要求的	,请将其选出。		<u></u>		
1.	"I had a very good weekend at my uncle's."					
	"Oh, really?"					
	A. That will do.	_	-			
2.	We can give you a lift	to the post office. We	are going that way	·		
	A. nearly	B. either	C. anyway	D. however		
3.	. Bob made a mistake but I don't hold		against him. We all make mistakes.			
	A. one	B. it	C. this	D. that		
4.	Put your seat belt on. The plane will be in a few minutes.					
	A. taking off	B. taking away	C. taking up	D. taking down		
5.	John thought I was blaming him, in fact, I was blaming myself.					
	A. as	B. whether	C. unless	D. while		
6.	"Do you hear someone	knocking at the door?	,"			
	"Yes, I did. I heard h	nim three time	es. "			
	A. knocking	B. knocked	C. being knocking	D. knock		
7.	Peter, John and Tom ea	ach				
	A. say they came first		B. says they came first			
	C. says he came first		D. say came first			

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8.	Through long power lin	es electricity goes	·				
	A. to the place needed C. where it is needed		B. there it is needed				
			D. which it is needed				
9. You can take seat you like.							
	A. no matter what	B. no matter which	C. what	D. whichever			
10. The service in this restaurant is very poor; there are not enough waiters to wait							
	customers.						
	A. on	B. for	C. with	D. to			
11.	In our class, when the bell rang and the teacher closed his book, it was afor everyone to						
	stand up.						
	A. signal	B. chance	C. mark	D. measure			
12.	As there is less and le	ess coal and oil, scienti	sts are exploring new v	ways of making use of			
	energy, such as sunlight, wind and water for power and fuel.						
	A. primary	B. alternative	C. instant	D. unique			
13.	The questionnaire takes ten to fifteen minutes to complete and can be used along with						
the assessment interview.							
	A. mainly	B. punctually	C. approximately	D. precisely			
14.	You'd sound a lot mor	re polite if you make a	request a que	estion.			
	A. in search		B. in the form of				
	C. in need of		D. in the direction o	f			
15.	His efforts to raise mo	oney for his program we	ere because no	o one showed any intention to			
	take a cent out of their pockets.						
	A. in place	B. in sight	C. in effect	D. in vain			
16.	"May I open the window to let in some fresh air?"						
	"						
	A. Come on!	B. Take care!	C. Go ahead!	D. Hold on!			
17.	He told us whether a picnic was still under discussion.						
	A. to have	B. having	C. have	D. had			
18.	I like this house with a beautiful garden in front, but I don't have enough money to buy			nough money to buy			
	A. one	B. it	C. this	D. that			

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19. Ladies and gentlemen. Please remain		until the plane	until the plane has come to a complete stop.				
A. seated	B. seating	C. to seat	D. seat				
20. "Have you	_?"						
"No. I had the w	rong number."						
A. got it	B. got away	C. got off	D. got through				
非选择题部分							
注意事项:							
用黑色字迹的签字笔或钢笔将答案写在答题纸上,不能答在试题卷上。							
二、改错:本大题共 10 小题,每小题 2 分,共 20 分。							
下列每句各有一个错误,找出错误并改正。请将错误及改正写在答题卡(纸)上。							
Example: Who's taking care the dog while you're away?							
taking	g care \rightarrow taking care g	of					
21. One third of the parcels is ready to be posted.							
22. This novel is interesting, well written, and it is popular with young readers.							
23. Supplys of food and medicines are inadequate.							
24. The house is comfortable to be lived in.							
25. I feel strong that our products are the best.							
26. You will be asked to fill in this forms with details of your birth and occupation.							
27. Seeing from the space, the earth is shaped like a ball.							
28. We closed the deal in the year of 2017.							
29. She attributes her success for hard work and a little luck.							
30. We cannot hope to compete with such experienced a team.							
三、造句:本大题共10小题,每小题1分,共10分。							
用所给的词和短语写出符合逻辑的句子。							
31. the picnic / was perfect / the weather / everything / for / except for							
32. a matter of / is not / running / simply / hiring people / a company							

33. that / you bought / the expensive German car / \$ 20,000 / is still worth / two years ago

34. in the kitchen / you use /it saves time / a lot / within easy reach / to have things

36. we used to / Mary and I / not as often as / once in a while / see each other / but

35. exactly / I don't know / I was out of town / how it happened / at the time / so

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knowledge / maintain 38. half of those surveyed / and darkest fears / their deepest wishes / say that / to share / they go first to their closest friend

37. in order to /teachers have to / constantly / their professional competence / update their

conversation / offering ideas 40. the museum / with an exhibition / will open / and a viewing platform / in the spring

39. to keep the talk flowing / takes part in / and raising questions / a good listener / the

四、标点改错:本大题共10小题,每小题1分,共10分。 下面每句都有一个标点符号错误,该用标点处未用标点或标点符号用错。改正错误或补写

me!

标点,并将其与前面的一个单词一起填写在答题卡(纸)上。

A. What a nice present you gave me.

B. You think you are right don't you? right,

- 41. Because the library has just closed. I couldn't get any of the reserved books.
- 42. Many factors are important such as class, gender, age, and education.
- 43. Mary loved getting wedding presents, but hated to write thank you notes.
- 44. Many cities subways and bus systems provide inexpensive and efficient transportation.
- 45. The article Living with Inflation was published in today's newspaper.

47. The price is too high, moreover, the house isn't in a suitable position.

- 46. David got a can of soda from the refrigerator, Then he walked outside to sit on the porch steps.
- 48. There's only one way out left for the CEO, resign.
- 49. The company opened a new office in Shenzhen Guangzhou.
- 50. How can you drink so much beer, Luke!

Example:

五、备忘录写作:本大题 15 分。

按要求写一份50个单词左右的备忘录。

51. You're the marketing manager of a large company. Your company is going to hold a lecture

on marketing. Please write a memo to the staff in the Marketing Department:

- Telling them what the content is;
- Telling them what the time and place is;
- Asking them to listen to the lecture carefully so as to work well.
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六、信函写作:本大题 25 分。

按要求写一封字数为130-150单词左右的信函。

- 52. 你叫王毅。John Smith 邀请你参加11月18日至19日在北京举办的食品安全研讨会,并请你就有关中国绿色食品生产的最新发展在会上发言。请写一封拒绝邀请信。包括如下内容:
 - (1)感谢邀请。
 - (2)对不能应邀表示遗憾。
 - (3)陈述理由。
 - (4)致以问候。