

全国 2021 年 10 月高等教育自学考试

外贸英语写作试题

课程代码:00097

1. 请考生按规定用笔将所有试题的答案涂、写在答题纸上。

2. 答题前,考生务必将自己的考试课程名称、姓名、准考证号用黑色字迹的签字笔或钢笔填写在答题纸规定的位置上。

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。

一、单项选择题:本大题共 20 小题,每小题 1 分,共 20 分。在每小题列出的备选项中只有一项是最符合题目要求的,请将其选出。

1. The boy's shoes were too small. His parents decided to buy him a larger _____.
A. suit B. set C. one D. pair
2. He cheered up _____ the sight of food.
A. in B. at C. on D. with
3. Though the room is small, it is comfortable _____.
A. to live B. to live in C. living in D. live in
4. In a normal school day, students do a lot more than just _____ classes.
A. attending B. to attend
C. attend D. attended
5. Numerous _____ are required before a decision can be made.
A. analysis B. analyze C. analyses D. analyses
6. We had a trip together last month and enjoyed ourselves, so let's have _____ one this month.
A. another B. the other C. other D. more
7. Passengers are very angry _____ the delay of the flight.
A. with B. at C. on D. to
8. The tea tastes _____ this morning.
A. strongly B. well C. badly D. strong

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、改错题: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 care → taking care of

21. The police was also looking for a second car.
22. Hurry up, and you won't catch the bus.
23. I found some old photo at the back of the drawer.
24. The plants are use to the desert people to get over diseases.
25. The English teacher found the chair broken and tried to find who had broken it.
26. At that time China was the most powerful country in world.
27. Hearing her name calling, she ran to the window.
28. Nearly three years before, my brother and I planted some plum trees in our garden.
29. The population of England is fewer than that of China.
30. It was too noisy last night that I couldn't sleep well.

三、造句题: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 war / not until / came to an end / 1976 / that / finally / it was
32. the operation / an even chance / there was / that / would fail / we knew
33. who / got rescued / were trapped / those / under the ruins
34. so many people / is not enough / to / live through / the money left / for
35. because / she didn't / think of / answer / anything to say / she couldn't
36. we are ready / and learn from failure / if / reach the top / to carry on / we can
37. try to explain / in the way / who study the human mind / that they do / doctors / why people behave
38. has prevented me / that this difficult task / to your letter / I am sorry / from sending an earlier reply
39. giving your advice / what we can do / our foreign business management / would you mind / on / to improve
40. that the climate / by air pollution / by some scientists / may be affected / it is believed / of the entire earth

四、标点改错题: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。补写标点或改正错误标点,将其与前面的一个单词一起填写在答题卡(纸)上。

Example: A. What a nice present you gave me. me!

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

41. I wonder how you will solve the problem?
42. Mary became an engineer when she was twenty five.
43. Mike didn't study physics hard, therefore, he failed the final exam.
44. "No I didn't laugh at her," said the boy.
45. You need to improve your English skills in all respects, listening, speaking, reading, and writing.
46. Knowing it might rain I took an umbrella this morning.
47. It's amazing! What a tall tree it is?
48. It's ten minutes walk from my home to the school.
49. To begin with I have to find some books for reference.
50. What would you like? coffee or tea?

五、备忘录写作题:本大题 15 分。

按要求写一份 50 个单词左右的备忘录。

51. You're Zhang Xiaohu, the production manager. There will be a 50% increase in demand of product ZZ next month. You want to learn from the warehousing manager, Li Jing, the inventory of ZZ. Please write a memo:
 - asking her for help with the inventory of ZZ;
 - telling her the expected demand next month;
 - asking for a prompt reply.

六、信函写作题:本大题 25 分。

按要求写一封字数为 130-150 单词左右的信函。

52. 你刚刚得知你的一个客户晋升为他公司的营销经理。请写一封祝贺信,包括如下内容:
 - (1) 祝贺之事以及得知消息的高兴心情;
 - (2) 表达祝贺之意;
 - (3) 对客户成功的简单评述;
 - (4) 表达美好祝愿或期望。