

试卷代号:1378

国家开放大学2020年春季学期期末统一考试

## 管理英语3 试题

2020年7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。监考人收完考卷和答题纸后才可离开考场。

二、仔细读懂题目的说明,并按题目要求答题。答案一定要写在答题纸的指定位置上,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。

四、考试时间为60分钟。

一、交际用语 (共计 10 分, 每小题 2 分)

1—5 题: 选择正确的语句完成下面对话, 并将答案序号写在答题纸上。

1. — I'm more than happy to go out this weekend.

— \_\_\_\_\_ We've got so much work to do at that time.

A. Don't worry.

B. Forget it.

C. Don't say so.

2. — I'm leaving for Shanghai tomorrow.

— \_\_\_\_\_

A. See you later.

B. Have a pleasant trip!

C. Let's go out for a drink.

3. — Could I help you with your heavy box? You are so tired.

— \_\_\_\_\_ I can manage it.

A. No. Thanks.

B. Yes, please.

C. All right.

4. — I wonder if I could use your computer tonight?

— \_\_\_\_\_

A. Sure, go ahead.

B. It doesn't matter.

C. Who cares?

5. — \_\_\_\_\_

— Fire, fire service please! There's a huge fire here.

A. 911, how may I direct your call?

B. How may I help you?

C. What can I do for you?

二、词汇与结构 (共计 30 分, 每小题 2 分)

6—20 题: 阅读下面的句子, 从 A、B、C 三个选项中选出一个能填入空白处的正确选项, 并将答案序号写在答题纸上。

6. A bus driver \_\_\_\_\_ the safety of his passengers.

A. is responsible in

B. is responsible for

C. is responsible to

7. He gave up his study in college in \_\_\_\_\_.  
 A. bundle B. despair  
 C. ash
8. The manager urged his staff not to \_\_\_\_\_ the splendid opportunity.  
 A. slide B. miss  
 C. escape
9. A number of boys \_\_\_\_\_ absent some time during the term.  
 A. have been B. has been  
 C. will
10. This is the book \_\_\_\_\_ I have learned a lot.  
 A. to which B. by whom  
 C. from which
11. Let's go \_\_\_\_\_ the reports on the latest work.  
 A. over B. with  
 C. to
12. It's \_\_\_\_\_ to point to or talk about strangers in public.  
 A. not polite B. polite  
 C. good
13. — I wish you success in your career.  
 — \_\_\_\_\_  
 A. Go ahead. B. It doesn't matter.  
 C. The same to you.
14. My friend invited me \_\_\_\_\_ the art club, and I accepted it with pleasure.  
 A. join B. to join  
 C. joining
15. I \_\_\_\_\_ a book when the telephone \_\_\_\_\_.  
 A. was reading...rang B. read...rang  
 C. was reading...was ringing

16. \_\_\_\_\_ important it is for kids to imagine freely!
- A. What B. How
- C. What an
17. You can go out, \_\_\_\_\_ you promise to be back before 12 o'clock.
- A. so far as B. as far as
- C. as long as
18. They recommended that the amusement park \_\_\_\_\_.
- A. was extended B. will be extended
- C. be extended
19. \_\_\_\_\_ is known to all, too much fat causes heart problems.
- A. It B. As
- C. Just as
20. She doesn't \_\_\_\_\_ French or German.
- A. speak B. say
- C. talk

### 三、阅读理解(共 40 分,每小题 4 分)

21—25 题: 阅读下列短文,从 A、B、C 三个选项中选出一个正确答案,并将答案序号写在答题卡上。

#### Passage 1

To minimize traffic jams in the city centre and on major roads out of Sydney, the City's highway department will not agree to road closures scheduled for weekdays or Saturdays. On minor roads outside the city centre, weekdays and Saturdays may be considered. You must apply for approval to do roadwork and other road-related activities, tree cutting and use of very large construction machinery, ladders etc. Please note that approval is needed if you plan to block the road or footpath.

Applications to have a road closed to traffic must be completed and sent to the Department's Traffic Calming Committee at least a month before the scheduled date.



Roads can be closed partially or fully, depending on your requirements. Partial road closures are only allowed in light traffic areas where there will be at least 1 lane for traffic with extra traffic control measures to make sure 2-way traffic can continue to run for the duration of the work. Any change of traffic flow will require the proposal to be treated as a full road closure. For further information about a partial road closure, please refer to Contacts.

If you are organizing a parade, march or other type of street-based event, approval is also required and we recommend you choose one of our 4 preferred routes. Choosing an existing route reduces the amount of planning you will need to do.

21. As a rule, Sydney's highway department will agree to road closures in the city centre scheduled for \_\_\_\_\_.

A. weekdays

B. Saturdays

C. Sundays

22. If you want a road closed to traffic, you must complete your applications and send them to the relevant committee at least \_\_\_\_\_ before the scheduled date.

A. a week

B. 30 days

C. two months

23. Partial or full road closures are decided by \_\_\_\_\_.

A. the requirements from applicants

B. the traffic flow

C. the road conditions

24. Which of the following is NOT the condition for partial road closures according to the passage?

A. In light traffic areas.

B. On work days.

C. There will be at least 1 lane for traffic during the work.

25. Which of the following would be the best title of this passage?

A. Road Closure Procedures in Sydney

B. Road Conditions in Sydney

C. Road Management in Sydney

26—30 题:请根据短文内容判断给出的语句是否正确,正确的写“T”,错误的写“F”,并将答案写在答题纸上。

### Passage 2

The “war for talent” reads like headlines from many years ago, but it has never gone away, says Eleanor Nickerson, director of UK operations for Top Employers. Many companies they have researched are short of talents. Though the companies may receive many applications, they cannot find the people they want.

Top Employers’ research shows that offering good career chances is the key to attracting and keeping the talent. Smart employees know their own value and will want to know what their employers can offer them after 5 or 10 years’ career development. So, keeping staff is the biggest challenge employers face in the long run.

Yet not every employee feels that they can better their career chances. Some are still nervous about losing their jobs, despite a recent fall in unemployment, says the Trades Union Congress (TUC). TUC points out that some four-fifths of new jobs created have been in part of the economy where average pay rates are less than £8 an hour since the recession began. Many of these jobs are on temporary or zero hours contracts.

A report from the Office for National Statistics published in February showed that real wages have been falling consistently since 2010. It’s the longest period since at least 1964. “We’re still in the hardest living standards squeeze for over a century and those who are already working have had years of real-terms pay cuts,” says TUC spokesperson Liz Chinchin. “Understanding the pressures that staff face is a good starting point for any employer. If employers want to show concern for their staff, they should be paying them well and understand that zero hours contracts bring insecurity and extreme money worries.”

26. Many companies are not short of talents any more.

27. Providing employees with good career chances is the key to attracting and keeping the talent.

28. Smart employees don’t care about what companies can offer them after 5 or 10 years’ career development.

29. Most of the new jobs are paid more than £8 an hour.

30. Payments have been decreasing consistently since 2010.

#### 四、写作(共 20 分)

##### 31. 根据要求写作文。

##### 写作要求:

以秘书张强的名义,给 Sam Smith 写一份电话留言。

来电时间:4月6日下午3:00

出访时间:4月11日,星期二

航班号:CZ3590

起飞/到达时间:7:55/10:25

访问意图:Mr James 将于下周到 Sam Smith 的办公室洽谈一项新的技术开发项目并询问对方时间是否合适,如果时间不合适,请 Sam Smith 回电话。



试卷代号:1378

座位号

国家开放大学2020年春季学期期末统一考试

# 管理英语 3 试题答题纸

2020年7月

题 号	一	二	三	四	总 分
分 数					

得 分	评卷人

## 一、交际用语 (共计 10 分, 每小题 2 分)

1—5 题: 选择正确的语句完成下面对话, 并将答案序号写在答题纸上。

1.                      2.                      3.                      4.                      5.

得 分	评卷人

## 二、词汇与结构 (共计 30 分, 每小题 2 分)

6—20 题: 阅读下面的句子, 从 A、B、C 三个选项中选出一个能填入空白处的正确选项, 并将答案序号写在答题纸上。

6.                      7.                      8.                      9.                      10.  
11.                      12.                      13.                      14.                      15.  
16.                      17.                      18.                      19.                      20.

得 分	评卷人

## 三、阅读理解 (共 40 分, 每小题 4 分)

21—25 题: 阅读下列短文, 从 A、B、C 三个选项中选出一个正确答案, 并将答案序号写在答题纸上。

### Passage 1

21.                      22.                      23.                      24.                      25.

26—30 题: 请根据短文内容判断给出的语句是否正确, 正确的写“T”, 错误的写“F”, 并将答案写在答题纸上。

### Passage 2

26.                      27.                      28.                      29.                      30.



得分	评卷人

#### 四、写作(共 20 分)

31. 根据要求写作文。

得分	评卷人

得分	评卷人

得分	评卷人

得分	评卷人

试卷代号:1378

国家开放大学2020年春季学期期末统一考试

管理英语3 试题答案及评分标准

(供参考)

2020年7月

一、交际用语(共计10分,每小题2分)

1—5题:选择正确的语句完成下面对话,并将答案序号写在答题纸上。

1. B

2. B

3. A

4. A

5. A

二、词汇与结构(共计30分,每小题2分)

6—20题:阅读下面的句子,从A、B、C三个选项中选出一个能填入空白处的正确选项,并将答案序号写在答题纸上。

6. B

7. B

8. B

9. A

10. C

11. A

12. A

13. C

14. B

15. A

16. B

17. C

18. C

19. B

20. A

三、阅读理解(共40分,每小题4分)

21—25题:阅读下列短文,从A、B、C三个选项中选出一个正确答案,并将答案序号写在答题纸上。

Passage 1

21. C

22. B

23. A

24. B

25. A

26—30题:请根据短文内容判断给出的语句是否正确,正确的写“T”,错误的写“F”,并将答案写在答题纸上。

Passage 2

26. F

27. T

28. F

29. F

30. T

#### 四、写作(共 20 分)

##### 31. 根据要求写作文。

##### 写作要求:

以秘书张强的名义,给 Sam Smith 写一份电话留言。

来电时间:4月6日下午3:00

出访时间:4月11日,星期二

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##### 参考范文:

##### A Telephone Message

To: Sam Smith

Time: 3:00 p. m., April 6

Message: Mr James of AAA Company is scheduled to visit your office on April 11, Tuesday. His Flight CZ3590 takes off from Shanghai at 7:55 a. m. and arrives in Shenzhen at 10:25. He is expecting to discuss with you about the technical cooperation on a new project. Ring back to check whether the time is suitable.

From: Li Qiang

##### 作文评分标准:

##### (1)评分原则。

①本题总分为20分,按6个档次给分。

②评分时,先根据文章的内容和语言初步确定其所属档次,然后以该档次的要求来衡量、确定或调整档次,最后给分。

③评分时应注意的主要内容为:内容要点、句型变化、词汇运用和语法结构的准确性,语意的连贯性、逻辑性以及应用文的格式要求。

④评分时,如拼写错误较多,书写较差,以至影响交际,将分数降低一个档次。



(2)各档次的给分范围和要求。

16—20 分	<ul style="list-style-type: none"> <li>●完全完成了试题规定的任务；</li> <li>●覆盖所有内容要点；</li> <li>●语法结构、句型和词汇有变化；</li> <li>●语法结构和用词准确；</li> <li>●语意连贯、逻辑性强；</li> <li>●应用文写作格式规范。</li> </ul>
11—15 分	<ul style="list-style-type: none"> <li>●较好地完成了试题规定的任务；</li> <li>●覆盖所有内容要点；</li> <li>●句型和词汇有变化；</li> <li>●语法结构和词汇基本准确，些许错误主要是因为尝试较复杂语法结构或词汇所致；</li> <li>●语意基本连贯、有一定的逻辑性；</li> <li>●应用文写作格式较为规范。</li> </ul>
6—10 分	<ul style="list-style-type: none"> <li>●基本完成了试题规定的任务；</li> <li>●覆盖所有内容要点；</li> <li>●运用语法结构和词汇方面能满足任务的基本要求；</li> <li>●有一些语法结构或词汇方面的错误，但不影响理解；</li> <li>●语意连贯性及逻辑性方面存在一定问题；</li> <li>●应用文写作格式基本规范。</li> </ul>
3—5 分	<ul style="list-style-type: none"> <li>●虽尽力但不足以完成试题规定的任务；</li> <li>●仅覆盖部分主要内容，或写了一些无关内容；</li> <li>●语法结构和词汇运用能力很弱；</li> <li>●有许多语法结构或词汇方面的错误，影响了对写作内容的理解；</li> <li>●语意不连贯，逻辑性方面问题较大；</li> <li>●应用文写作格式不规范。</li> </ul>
1—2 分	<ul style="list-style-type: none"> <li>●未完成试题规定的任务；</li> <li>●句子不完整或无法理解；</li> <li>●语法结构或词汇方面错误连篇，影响对写作内容的理解；语言运用能力差；</li> <li>●语意不清，毫无逻辑；</li> <li>●应用文写作格式不规范。</li> </ul>
0 分	<ul style="list-style-type: none"> <li>●未答题，或虽作答但不知所云。</li> </ul>