

<<英语教程 第四册>>

图书基本信息

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内容概要

《英语教程（第4册）：提高阶段》根据《五年制高等职业教育实用英语课程基本要求》和《普通高等专科学校英语课程基本要求》编写。

本套书拟出版6册，第1，2，3册已出版发行，并得到相关高等专科学校和高等职业教育学校的广泛好评与认可。

本册教材是在前一阶段阅读和词汇量都达到一定量的基础上，重点培养听说能力并进行初步的专业英语学习。

书籍目录

How to Use This Book Successfully
Organizing Your Learning
Pleased to Meet You
Self-assessment for Unit 3
Jobs and Responsibilities
Daily Routines and Feelings about Jobs
Self-assessment for Unit 4 & 5
Our Company
Organizational Structure
Self-assessment for Unit 6 & 7
I Prefer to Stay in
I will Fly to
Self-assessment for Unit 8 & 9
Enjoying a Business Dinner
Travel and Sightseeing
Self-assessment for Unit 10 & 11
Made in China
Guangzhou Trade Fair
Self-assessment for Unit 12 & 13
I'm the Right Person
Word List

章节摘录

1. "Please tell me something about yourself" , or "what can you tell me about yourself ?
." The interviewer , by asking this question , is not asking about your life history , but is looking for clues about your character , qualification , ambitions and motivations. You are expected to show your ability by giving some evidence from your past experience.

2. "Why do you want to work for us ?
" The interviewer , by asking this question , is not seeking for good words about the company , but trying to identify such abilities as doing research , reasoning , and drawing conclusions. It is suggested that you look for relevant information about the company before the interview so as to be prepared for that question.

3. "What makes you a qualified person for the job ?
" or "why should I hire you ?
" In fact , this is often a test of your understanding about yourself. Show your self- confidence and the other qualities that you believe are important for the job. It would count in your favour if you can organize your reasons in several short sentences that clearly summarize your qualifications.

4. "What would you like to be five years from now ?
" Be ambitious as well as realistic. Why not work out your plan in relation to the company by first asking others about what they have become in their first five years.

5. "What goals did you set for yourself and how did you meet them ?
" This question examines your ability to plan ahead and meet your plan with specific actions. You should talk about one of your most successful experiences , and how you accomplished your goal. You often need to tell a short story about yourself.

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编辑推荐

教育部五年制高等职业教育规划教材 《英语教程》是教育部第一套五年制高等职业教育英语教材，填补了该项目的空白。

教材根据《五年制高等职业教育实用英语课程基本要求》和《普通高等专科学校英语课程基本要求》，在总结了多年的教改和教学经验的基础上编写而成。

教材根据五年一贯制的特点和学生年龄小、可塑性强的优势，合理设计、统筹安排，体现了五年制高职教材的特色。

教材不同于传统英语课程的教学方式，基本思路立足于提高学生的英语交际能力，采用听读领先的教学模式。

教材突出“立足实用，打好基础，强化能力”的高职英语教学原则。

教材强调以话题为中心，以培养英语交际能力为重点。

教材注重科学性、趣味性、前瞻性，强调实用性。

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