



素养提升篇 (第二版)

新素养英语 拓展模块

总主编：刘旺余
主 编：刘旺余 赵晓兰

● Learning Objectives:

In this unit, you will

- ◎ learn to prepare for an interview;
- ◎ read about career planning and professional quality;
- ◎ write an application letter in English;
- ◎ expand your vocabulary about career planning;
- ◎ know about Chinese cultural elements in the Olympic Winter Games and develop translation skills.



Unit 1 Career Planning



素养提升篇

目录

CONTENT

Introduction

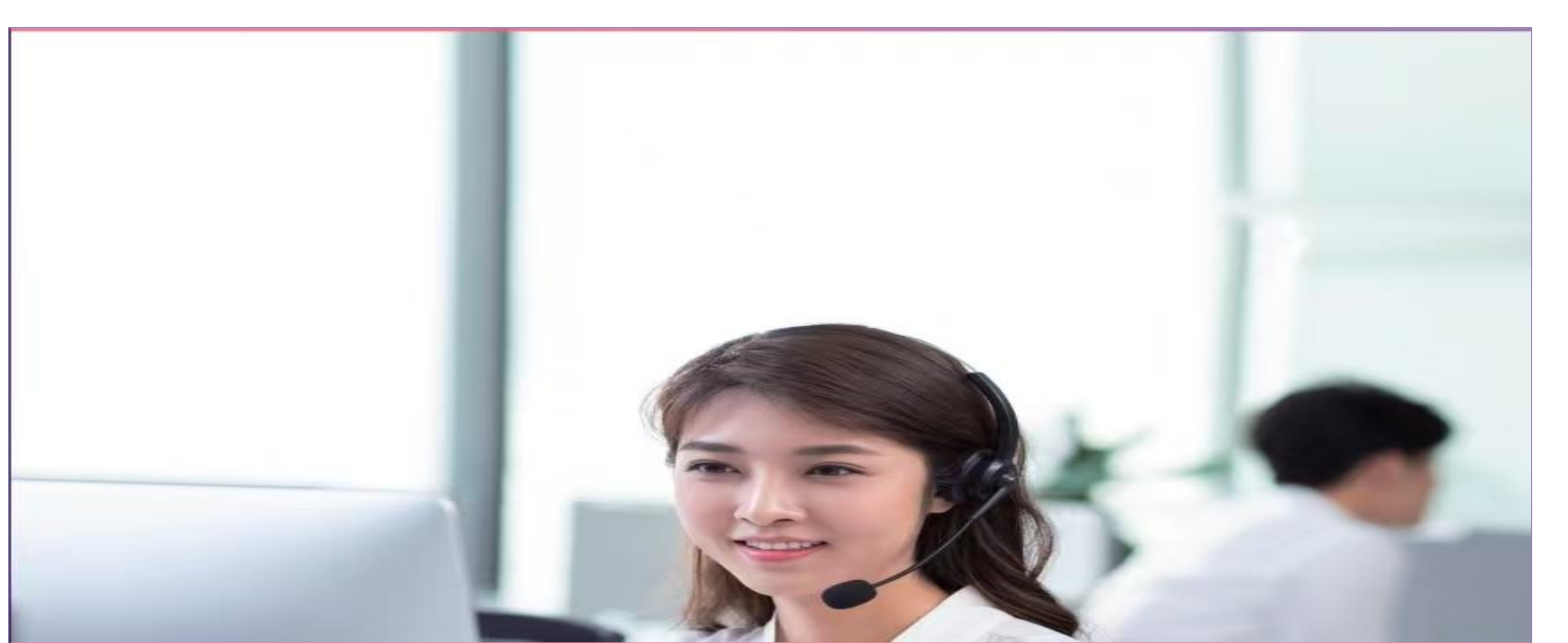
Lead-in

Reading

Writing

Cultural Reading

Glossary



01

Introduction



Introduction



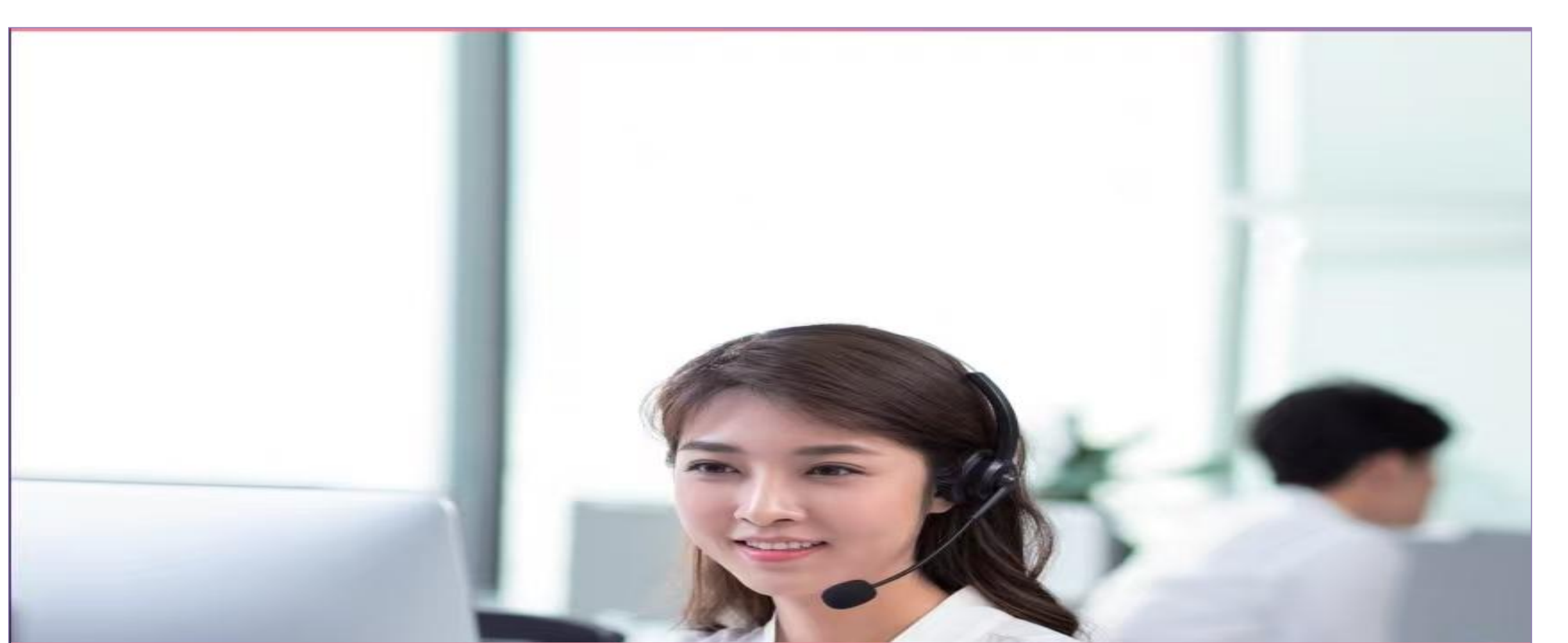
Do you have any idea on what you want to be after graduation? If yes, then it is a good way to get started in obtaining that perfect career. All you have to do now is devise a strategy on how to enter the field, keep the momentum, and reach the top.



Career planning should be done carefully.

It includes gathering information about ourselves and about occupations, estimating the probable outcomes of various courses of action, and finally, choosing alternatives that we find attractive and feasible. Different people place weight on different factors and may consider certain phases of career planning at different times.





02

Lead-in



Task ① Choosing an occupation is one of the most difficult problems for a young person. Listen to the following passage, and fill in the blanks with the missing words.

Choosing an occupation takes time, and you have to think about a lot of things before you make a decision. You may find that you must take special 1. courses for a particular kind of work or you may find that you will need some working 2. experience for a particular job. Fortunately, you can turn to your teachers, friends and families for advice or help. They are always ready to listen and to give you advice. But the most important thing is 3. self-evaluation. It should give you a clear picture of your 4. interests and 5. abilities, and you should be able to start thinking of one or more occupations for yourself.





Task 2 Mrs. Smith takes her daughter to the Career Advisory Officer. Listen to their conversation and choose the best answer.

1. What is a Career Advisory Officer's job? **B**
 - A. To interview people who are looking for a job.
 - B. To give advice to young people who want to start a profession.
 - C. To let people know it's not easy for young people to get the job they want.
2. What does Mrs. Smith think is the most unfavorable factor in Catherine's job application? **C**
 - A. Catherine's lack of organization.
 - B. Catherine's laziness.
 - C. Catherine's appearance.





3. Which of the following words is NOT appropriate to describe Mrs. Smith's character?

 C

A. Talkative.

B. Bossy.

C. Intelligent.

4. What can be inferred from the conversation? **B**

A. The Career Advisory Officer can find a good job for Catherine.

B. The Career Advisory Officer doesn't like the way Mrs. Smith helps Catherine.

C. Mrs. Smith is very helpful for Catherine's future job.





5. Which of the following statements tells us the main idea of the conversation?

A

- A. Mrs. Smith tried to convince the Career Advisory Officer that her daughter would be a very good teacher.
- B. Mrs. Smith found a job for her daughter.
- C. The Career Advisory Officer gave Catherine and her mother some advice.





Task 3 Before you go to a job interview, you need to make thorough preparation for it. Take time to thoughtfully consider your goals and qualifications relative to the position and employer. Here are some tips you can follow when you are preparing for an interview.

Tips to Help You Prepare for an Interview

■ 1. Take time to thoroughly research the company.

Never show up for an interview without a clear understanding of the company. Take time and thoroughly research the company's website to learn about its history, philosophy, and products or services. Try to identify their biggest competitors and target markets, so that you can better answer any questions the interviewer may ask. Use that research to make a list of reasons why you want to work there.





■ 2. Familiarize yourself with the job description.

Study the job description carefully and take note of the skill requirements and expected duties. How can you provide value to that position if the company hires you? Create a list of previous accomplishments that help to demonstrate why you are the best candidate for that job.

■ 3. Examine your résumé.

Naturally, you should have tailored your résumé to fit the position you are seeking. Still, you will want to revisit that résumé before your interview to ensure that you can use the meeting to further highlight those important points from the résumé.



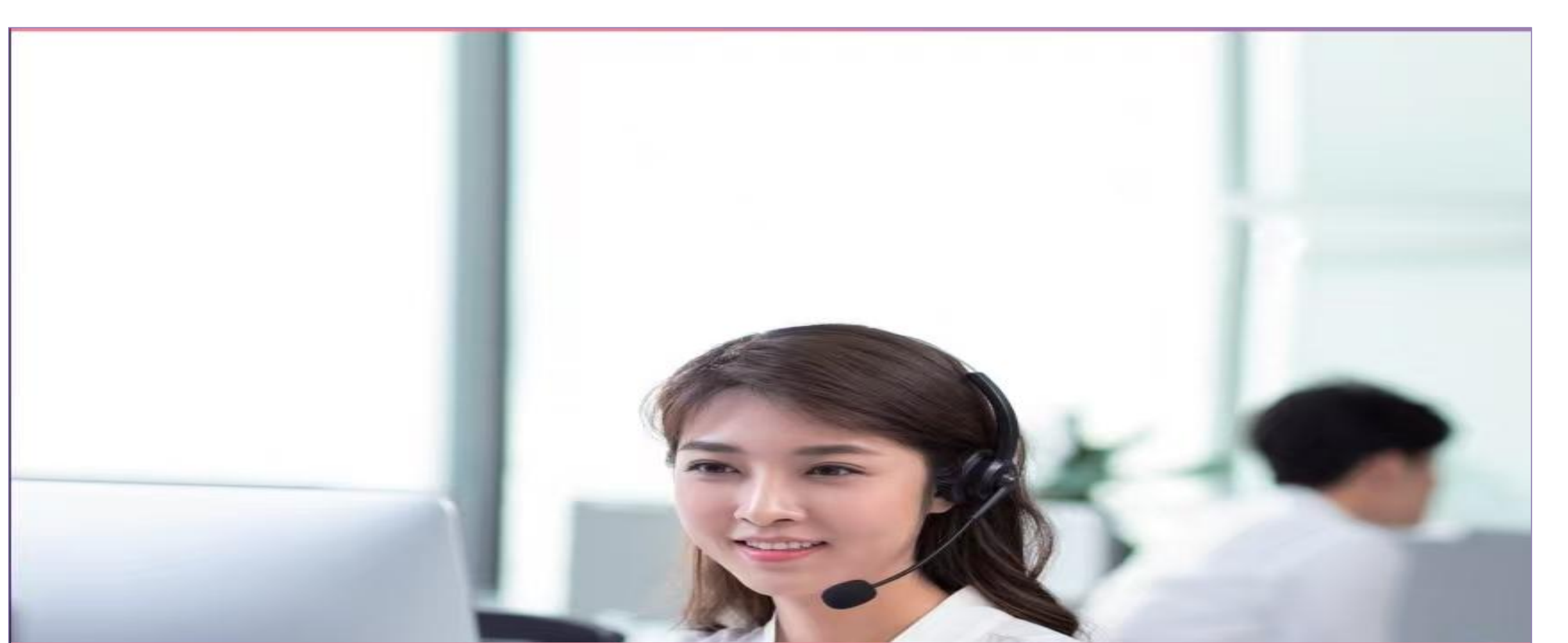
■ 4. Practice responses to common interview questions.

Make sure that you are prepared for unexpected questions during your interview. Practice your responses to the most common questions hiring managers may ask. As a rule, you can prepare for about any type of question by focusing on your own skills, strengths, and values. If you know yourself well enough to know what you can do and why you do it, then even the most unexpected questions will answer themselves.

■ 5. Prepare some questions you want to ask the interviewer.

Most interviewers will ask whether you have any questions for them. You should always have at least one or two questions that you are prepared to ask. However, do not ask about things like time off, pay, or similar concerns. All of that can wait until they offer you a position. You can and should ask questions related to the job role, duties, and expectations, like: How do you determine success in this role?





03

Reading



Passage 1

There are several steps you can take to plan your career.

The first step is to figure out your career preference and make a self-assessment. It helps you to find out what possible work will be most applicable to your character, needs, interests, skills, abilities, strengths and weaknesses. This is very important for you to know how to market yourself to potential employers.

Secondly, you need to explore the jobs you are interested in. This involves employment outlook, training, job responsibilities, as well as the salary and the benefit package, and so on.





Then carefully analyze all the information you have gathered, and compare all the advantages and disadvantages, so that you are able to evaluate the occupations and identify the potential opportunities. This can help you match yourself with the jobs.

Now that you already have an overview of the whole situation, it is time to implement actions on how you will be able to push through with the plan. Actions can be flexible as you continue to move forward to narrow down your needs. And you should re-examine your decisions and actions, so that you can make adjustments in case your desired job is not on target.





Reading



All these steps will lead you to the final choice for your career plan. Remember that the plan you make should be the solution to your problem, as well as it is workable and it is able to achieve your goals.

During the course of our life we need to reassess and maybe adjust some of our career decisions by improving skills and remaining flexible in approaching the ever-developing needs of modern work and to keep pace with the rapidly changing world.

译文





Language points:

1. figure out :算出；想出；解决；理解；断定

e.g. :

It didn't take the children long to figure out the correct answer.

孩子们没有花很多时间就算出了正确的答案。

He's trying to figure out a way to solve the problem.

他正在努力想办法解决这个问题。

I can't figure out why he is absent.

我弄不明白他为什么缺席。





Language points:

2. market : n. 市场; 集市 v. 销售; 推销; 买卖

e.g. :

用作名词 (n.)

The sales manager wants to open up new markets in the Far East.

销售经理想在远东开辟新市场。

用作动词 (v.)

If our product is properly marketed, it shall sell very well.

如果我们的产品适当加以推销,销路应该很好。





Language points:

3. Then carefully analyze all the information you have gathered, and compare all the advantages and disadvantages, so that you are able to evaluate the occupations and identify the potential opportunities.

句子分析：这个长句的前两句是两个由and 连接的并列的无主祈使句，最后是由 so that 引导的一个目的状语从句。





Language points:

4. now that:既然; 由于, 因为

Now that I am free, I can enjoy music for a while.

既然有空, 我可以享受一下音乐。

Seeing that nobody was at home, I had to leave.

由于没人在家, 我也只好走了。





Language points:

5. in case: conj. 万一，以防；如果

Write the telephone number down in case you forget.

把电话号码写下来以免忘了。

In case you need something, please don't hesitate to let me know.

如果你需要什么东西，请不客气地对我说。





Language points:

6. lead to 导致，引起；通向；把...带到

Too much work and too little rest often lead to illness.

过量的工作和过少的休息会引起疾病。

All roads lead to Rome.

条条大道通罗马。





Language points:

7. keep pace with: 跟上; 与 ... 齐步前进

One should keep pace with the times.

一个人应该跟上时代的步伐。

I was put to it to keep up with his pace.

我跟上他是不容易的。





译文:

你可以采取几个步骤来规划你的职业生涯。

第一步是搞清楚自己的职业偏好，做一个自我评估。它帮助你找到最适合你的性格、需求、兴趣、技能、能力、长处和短处的工作。这对你了解如何向潜在雇主推销自己非常重要。

其次，你需要探索你感兴趣的工作。这涉及到就业前景、培训、工作职责，以及薪酬和福利待遇等等。

然后仔细分析你收集到的所有信息，比较所有的优势和劣势，这样你就能评估这些职业并发现潜在的机会。这可以帮助你找到合适的工作。

现在，你已经对整个情况有了一个总体的了解，是时候采取行动来完成这个计划了。当你继续前进以缩小你的需求时，行动可以是灵活的。你应该重新审视你的决定和行为，这样你就可以在你想要的工作没有达到目标时做出调整。

所有这些步骤都会引导你对职业规划的最终选择。记住，你制定的计划应该是你问题的解决方案，并且是可行的，能够实现你的目标。

在我们的一生中，我们需要通过提高技能和保持灵活性来重新评估和调整我们的一些职业决策，以满足现代工作不断发展的需求，并跟上快速变化的世界。





Comprehension

Task ① Choose the best answer for each question below.

1. In what way can a person know how to market himself/herself to potential employers?

D

- A. By figuring out his/her career preference.
- B. By making a self-assessment.
- C. Either A or B.
- D. Both A and B.





2. What do you need to explore about the jobs you are interested in? **D**
- A. Job responsibilities.
 - B. Salary and benefits.
 - C. Employment outlook.
 - D. All of the above.
3. What does the underlined word “market” mean in Paragraph 2? **B**
- A. Advertise and offer (a product) for sale.
 - B. Persuade (sb.) to hire (a person).
 - C. Present (sth.) in a particular way and make people buy it.
 - D. Sell (sth.) in a particular way.





4. What can be inferred from the passage? **A**
- A. Assessing yourself correctly is the basis of your career planning.
 - B. Your choice of future career completely depends on your interests.
 - C. Even if you fail to get your desired job, you shouldn't change your original plan.
 - D. Once you have made your career plan, you should stick to it through your life.
5. Which of the following is the best title for the passage? **B**
- A. Choices for Your Career.
 - B. Steps to Plan Your Career.
 - C. How to Match Yourself with Jobs.
 - D. How to Market Yourself to Potential Employers.





Vocabulary

Task 2 Choose the best answer for each sentence.

1. In choosing men for jobs in our firm, we give _____ **B** _____ to those with some experience.
A. prejudice
B. preference
C. overview
D. assessment
2. Yesterday's solutions are not always _____ **A** _____ to today's problems.
A. applicable
B. appliance
C. important
D. flexible
3. We have to _____ **C** _____ all possible ways to increase food production.
A. hunt
B. seek
C. explore
D. track





4. The experts say that the business _____ **B** _____ for next year is good.
- A. output
B. outlook
C. outlet
D. outline
5. Taking the job _____ **A** _____ living abroad.
- A. involves
B. involves with
C. is involved in
D. involves in
6. Our plan needs to be _____ **C** _____ enough to meet everyone's needs.
- A. applicable
B. desired
C. flexible
D. potential





7. I have made a few _____ **D** _____ to the design.
- A. assessments
B. assess
C. adjust
D. adjustments
8. I find it hard to _____ **C** _____ all the developments in nuclear physics.
- A. put through
B. lead to
C. keep pace with
D. narrow down



Task 3 Match the items in English to the Chinese equivalents.

career preference	1	a	实施行动
make a self-assessment	2	b	做自我评估
employment outlook	3	c	提高技能
benefit package	4	d	缩小需求范围
evaluate the occupations	5	e	职业偏好
identify the potential opportunities	6	f	就业前景
narrow down the needs	7	g	福利待遇
implement actions	8	h	发现潜在机会
make adjustments	9	i	评估职业
improve skills	10	j	做调整





Translation

Task ④ Choose the best Chinese versions.

1. It helps you to find out what possible work will be most applicable to your character, needs, interests, skills, abilities, strengths and weaknesses. **A**
 - A. 它有助于你找出最适合你的性格、需求、兴趣、技能、能力、优势和劣势的工作。
 - B. 它有助于你找出最能应用你的性格、需求、兴趣、技能、能力、优势和劣势的工作。
 - C. 它有助于你找出对于你的性格、需求、兴趣、技能、能力、优势和劣势最实用的工作。





2. Now that you already have an overview of the whole situation, it is time to implement actions on how you will be able to push through with the plan. **C**

- A. 现在既然你已经对整个情况有了一个概览,那么是时候如何能够实施行动计划了。
- B. 现在既然你已经对整体情况有了全面了解,那么是时候为推进计划而采取行动了。
- C. 现在既然你已经对整体情况有了全面了解,那么是时候就如何能够推进计划实施行动了。

3. You should re-examine your decisions and actions, so that you can make adjustments in case your desired job is not on target. **C**

- A. 你应该重新审视你的决定和行动,以便在你想要的工作没有达到目标的情况下做出调整。
- B. 你应该重新审视你的决定和行动,以便在你想要的工作没有成为目标的情况下做出调整。
- C. 你应该重新审视你的决定和行动,以便在你没有得到你想要的工作的情况下做出调整。





4. The plan you make should be the solution to your problem, as well as it is workable and it is able to achieve your goals. **B**

- A. 你制订的计划应该是你的问题的解决办法，而且它是可行的并能实现你的目标。
- B. 你制订的计划应该不仅能解决你的问题，而且它是可行的并能实现你的目标。
- C. 你制订的计划应该不仅能解决你的问题，而且它是有作用的并能实现你的目标。

5. We need to reassess and maybe adjust some of our career decisions by improving skills and remaining flexible in approaching the ever-developing needs of modern work and to keep pace with the rapidly changing world. **C**

- A. 我们需要通过提高技能和保持灵活性来满足现代工作不断发展的需求并与瞬息万变的世界保持同步，从而重新评估并可能调整我们的一些职业决策。
- B. 我们需要通过提高技能和保持灵活性来重新评估并可能调整我们的一些职业决策，从而满足现代工作不断发展的需求并与瞬息万变的世界保持同步。
- C. 为了满足现代工作不断发展的需求并与瞬息万变的世界保持同步，我们需要重新评估并可能通过提高技能和保持灵活性来调整我们的一些职业决策。





Passage 2

Language Skills Give You the Edge

New technology is linking the world as never before. It's now a "global village" because countries are only seconds away with the Internet, phone or fax. And, of course, our ability to benefit from this high-tech communications equipment is greatly enhanced by foreign language skills.

In modern markets, overseas efforts often help support domestic business. Overseas assignments are becoming increasingly important to advancement.

The employee stationed in another country no longer need fear being "out of sight and out of mind." He or she can be sure that the overseas effort is central to the company's plan for success, and that promotions often follow or accompany an assignment abroad. If an employee can succeed in a difficult assignment overseas, superiors will have greater confidence in his or her ability to cope back home where cross-cultural considerations and foreign language issues are becoming more and more prevalent.





Thanks to a variety of relatively inexpensive communications devices with business applications, even small businesses are able to get into international markets. Therefore, there is an ever-growing need for people who can speak another language. A second language isn't generally required to get a job in business, but having language skills gives a candidate the edge when other qualifications appear to be equal.

The employee posted abroad who speaks the country's principal language has an opportunity to fast-forward certain negotiations, and can have the cultural insight to know when it is better to move more slowly. The employee at the home office who can communicate well with foreign clients over the telephone, by the fax machine, or on the Internet is an obvious asset to the company.

译文





Language points:

1. benefit from: 得益于; 从 ... 得到好处

She has never benefited from all that experience.

她从未得益于那个经验教训。

We benefit from daily exercises.

我们得益于每天做操。





Language points:

2. **domestic**:家庭的, 家的, 家里的, 家事的,国内的, 本国的, 国家的

The store deals in objects of domestic utility.

那家商店出售家庭用品。

My value for domestic tranquility should much exceed theirs.

我应该远比他们重视家庭的平静生活。





Language points:

3. central: adj. 中央的, (在) 中心的, 地处中心的, 核心的, 主要的, (最) 重要的, 首要的

What's the central thought of this article?

这篇文章的中心思想是什么?

She stays in a small hotel near central park.

她住在中央公园附近的一家小旅馆。

She has been a central figure in the campaign.

她一直是这场运动的主要人物。





Language points:

4. a variety of :种种; 多种多样

A variety of food is sold at a supermarket.

超市各式各样的食物均有出售。

I have a variety of books at home.

我家中有好多书。





Language points:

5. edge n. 边缘； 优势； 边； 刀口

Look out! You could fall off the edge here!

小心!你会从这边缘掉下的。

Because of the high exchange rate, our products have lost their competitive edge.

由于汇率很高,我们的产品失去了竞争优势。





Language points:

6. negotiation: n. 谈判; 协商; 洽谈;谈判; 协商; 洽谈;

e.g.:

This was dictation and not negotiation.

这是命令，不是谈判。





译文

语言技能给你优势

新技术前所未有地将世界联系在一起。它现在是一个“地球村”，因为各国之间只有几秒钟的互联网、电话或传真。当然，我们从这种高科技通讯设备中获益的能力因外语技能而大大增强。

在现代市场中，海外努力往往有助于支持国内业务。外派对晋升越来越重要。驻扎在另一个国家的员工不再需要担心“眼不见心不烦”他或她可以确信海外努力是公司成功计划的核心，而且晋升通常伴随着海外任务。如果一名员工能在海外的艰难任务中取得成功，上司就会对他或她在国内的应对能力更有信心，因为在国内，跨文化考虑和外语问题正变得越来越普遍。

由于各种相对便宜的商业通信设备应用程序，甚至小企业都能够进入国际市场。因此，越来越需要会说另一种语言的人。一般来说，在商界找工作并不需要掌握第二门语言，但是在其他条件相同的情况下，掌握语言技能会给求职者带来优势。

派驻海外、会说该国主要语言的员工有机会加快某些谈判，并有文化洞察力，知道何时放慢速度更好。能够通过电话、传真机或互联网与外国客户进行良好沟通的家庭办公室员工对公司来说是显而易见的资产。





Comprehension

Task ① Complete the answers with no more than three words.

1. According to the passage, what enhances our ability to benefit from high-tech communications equipment?

It is greatly enhanced by foreign language skills.

2. With the increased use of high-tech communications equipment, what do business people think of their overseas business?

They are sure that the overseas business is central to the company's plan for success.





3. According to the passage, what is the important consideration of international corporations in employing people today?

It is the ability to speaking another language

4. What is the advantage of employees having foreign language skills in negotiation?

They can better control the whole negotiation process

5. What does the employer think of an employee who can communicate well with foreign clients?

The employee is thought of as an obvious asset to the company.





Vocabulary

Task 2 Fill in the blanks with the words given in brackets. Change the form if necessary.

1. Speech is the fastest method of **communication** (communicate).
2. He resigned from the company because **promotions** (promote) were few.
3. Successful overseas efforts for the company are usually **accompanied** (accompany) by an increase in salary.
4. There are many **considerations** (consider) why this work should be done.
5. The time and work involved in such an **assignment** (assign) are worthwhile.





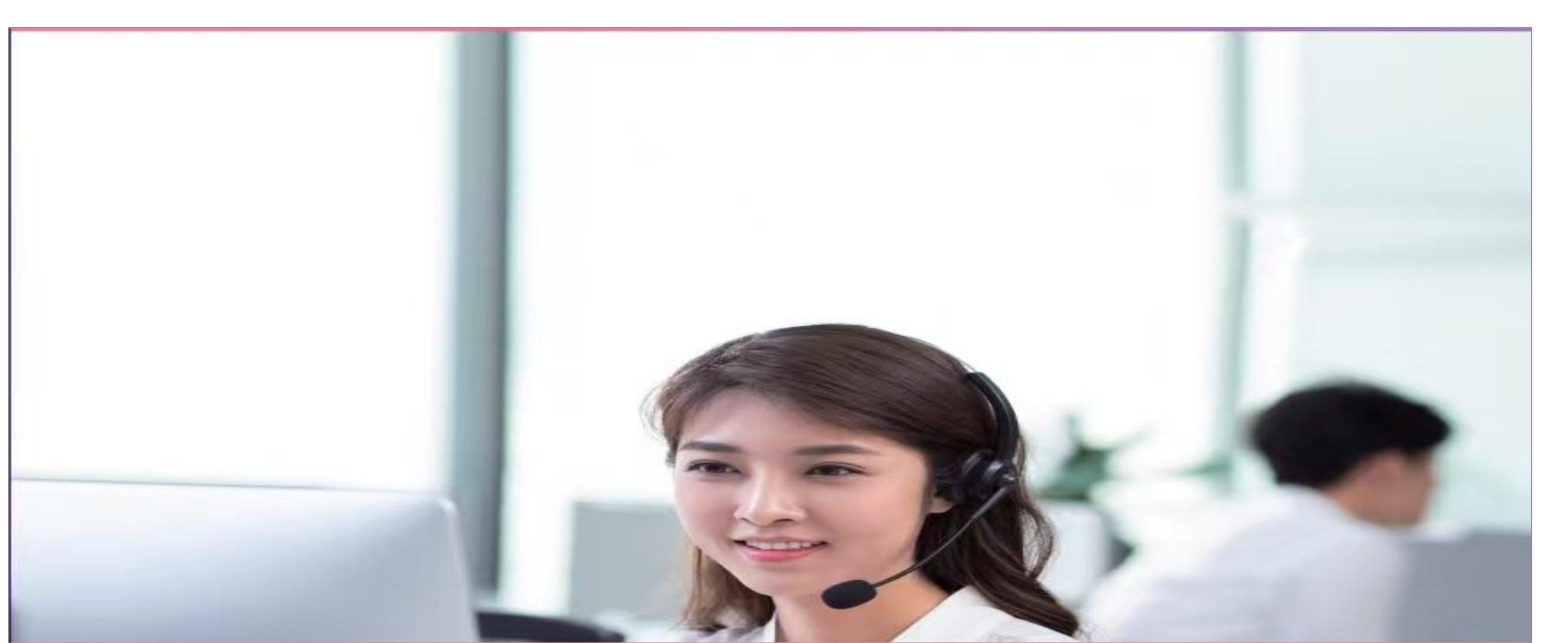
Translation

Task ③ Translate the following paragraph into Chinese.

Thanks to a variety of relatively inexpensive communications devices with business applications, even small businesses are able to get into international markets. Therefore, there is an ever-growing need for people who can speak another language. A second language isn't generally required to get a job in business, but having language skills gives a candidate the edge when other qualifications appear to be equal.

得益于各种比较便宜的带有商业应用程序的通信设备，即使是小型企业也能够进入国际市场。因此，对会说另一种语言的人的需求不断增长。要获得商务工作通常不需要第二语言，但是当其他资格看起来相同时，拥有语言技能会给候选人带来优势。





04

Writing

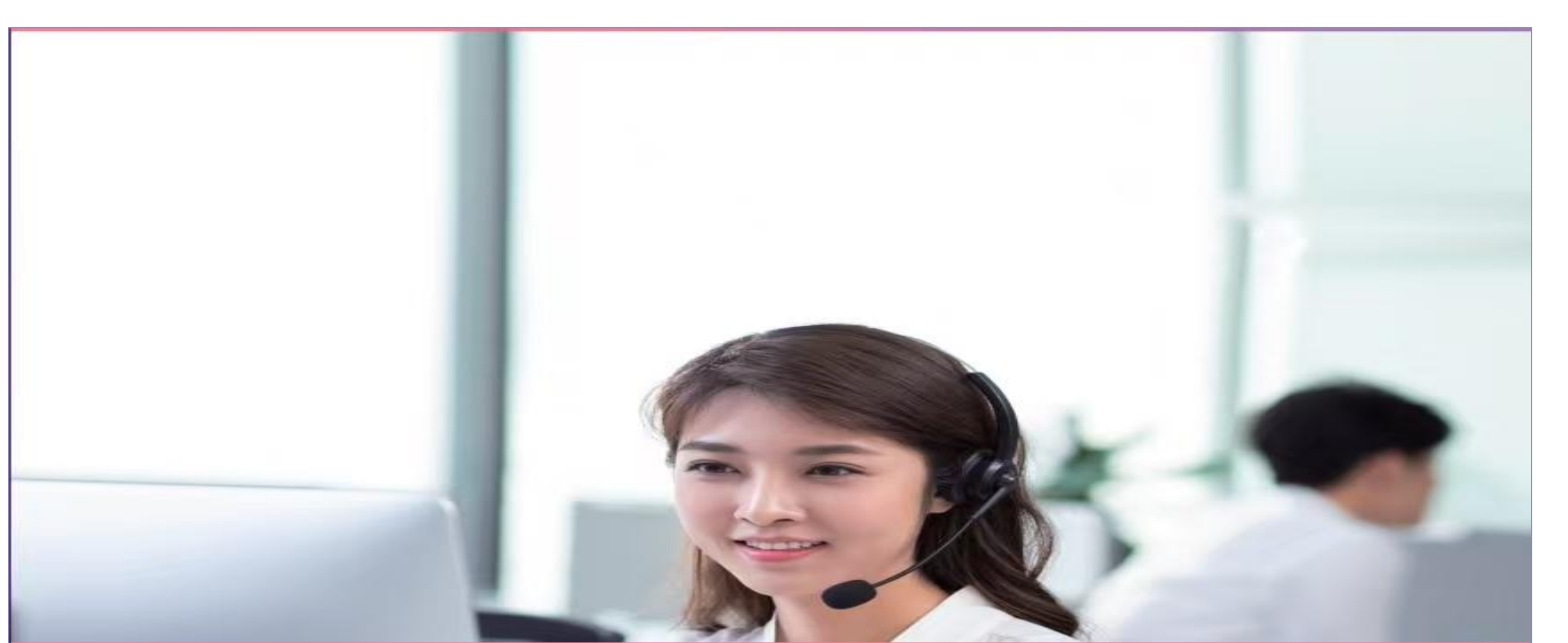


Task Write an application letter according to the information given in Chinese.

说明：请以李雷的名义写一封求职信。

内容：李雷，1998年6月1日出生，毕业于龙江职业技术学院，主修计算机编程，学习成绩优异，具有很好的英语阅读能力。在《中国日报》（*China Daily*）上看到ABC软件公司的招聘广告，欲应聘计算机程序员的工作。





05

Cultural Reading



Chinese Cultural Elements in the Olympic Winter Games

The Olympic Winter Games held in Beijing in 2022 are not only a significant international sports event, but also a special occasion to exchange goodwill and friendship around the globe. Combined traditional and modern elements of Chinese culture through the designs for the medals, emblems, mascots, uniforms, flame lanterns and pin badges serve this purpose perfectly. Let's take a look at some of the ingenious ideas behind them.





Medals

The medal is based on the ancient Chinese jade culture, with five rings of the front side representing “the unity of heaven and earth and the unity of people’s hearts”, and 24 dots and arcs engraved on the rings of the back side representing the 24th edition of the Olympic Winter Games, which symbolizes the vast starry sky, and carries the wish that athletes achieve excellence and shine like stars at the Games.

Emblem

The design is inspired by the Chinese character 冬 for “winter”. The blue color in the emblem represents dreams, the future and the purity of ice and snow, while red and yellow — the colors of China’s national flag — embody passion, youth and vitality.





Mascots

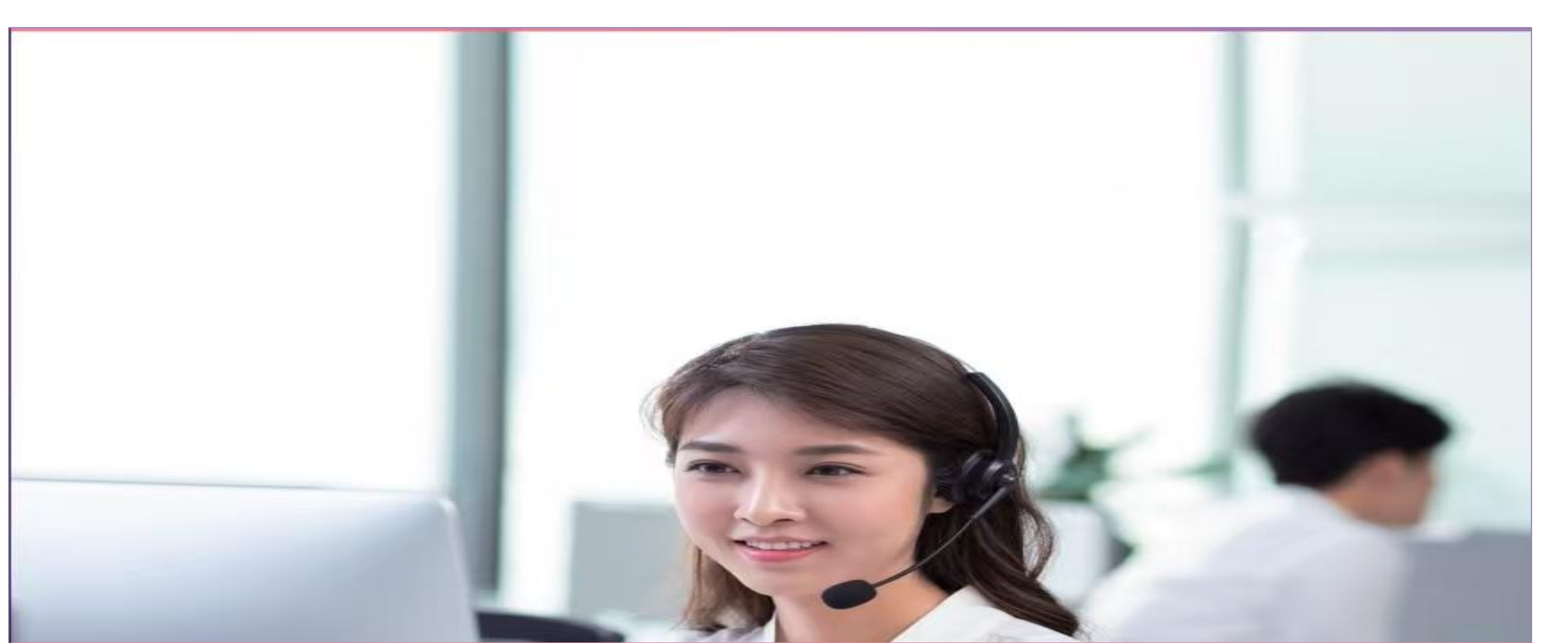
The cute mascot Bing Dwen Dwen captures attention with the panda's full-body "shell" made out of ice. The inspiration came from traditional Chinese snack "ice-sugar gourd (糖葫芦)," while the shell also resembles a space suit — embracing new technologies for a future of infinite possibilities. "Bing (冰)" is the Chinese character for ice, which symbolizes purity and toughness, in line with the spirit of the Olympics. "Dwen Dwen (墩墩)" is a common nickname in China for children that suggests health and ingenuity.



Translation

Translate the first paragraph into Chinese.

2022 年在北京举办的冬奥会不仅是一项重大的国际体育盛会，也是世界各国交流善意和友谊的特殊场合。奖牌、徽章、吉祥物、制服、火灯和别针徽章的设计，结合了中国文化的传统和现代元素，完美地达到了这一目的。让我们来看看它们背后的一些巧妙想法。



06

Glossary



Passage 1

figure out 想出；解决

preference /'prefrəns/ *n.* 偏爱；优先

self-assessment /self ə'sesmənt/ *n.* 自我评价

applicable /ə'plɪkəbl/ *a.* 适用的；可应用的

potential /pə'tenʃl/ *a.* 潜在的；可能的

explore /ɪk'splɔ:(r)/ *v.* 探究；考察

involve /ɪn'vɒlv/ *v.* 包含；使忙于；牵涉；使卷入

outlook /'aʊtlʊk/ *n.* 前景；展望

benefit /'benɪfɪt/ *n.* 利益；津贴





analyze /'ænləlaɪz/ v. 分析; 解析

evaluate /ɪ'væljueɪt/ v. 评价; 评估

identify /aɪ'dentɪfaɪ/ v. 识别, 辨认出; 认明

overview /'əʊvəvju:/ n. 概观; 概况

implement /'ɪmplɪmənt/ v. 实施; 执行

push through with 把……执行到底

narrow down 减少; 缩小

adjustment /ə'dʒʌstmənt/ n. 调整; 调节

on target 射中; 切题

approach /ə'prəʊtʃ/ v. 动手处理; 接近

keep pace with 与……齐步前进





Passage 2

edge /edʒ/ *n.* 优势

link /lɪŋk/ *v.* 联系；连接

benefit from 得益于，从……中获益

communications /kə,mju:nɪ'keɪʃnz/ *n.* 通信技术

enhance /ɪn'hɑ:ns/ *v.* 提高；增加；加强

domestic /də'mestɪk/ *a.* 国内的

advancement /əd'vɑ:nsmənt/ *n.* 进步；晋升

station /'steɪʃn/ *v.* 驻扎；安置

promotion /prə'məʊʃn/ *n.* 晋升；提升





superior /su:'piəriə(r)/ *n.* 上级

prevalent /'prevələnt/ *a.* 普遍的；流行的

device /di'veis/ *n.* 装置；设备

application /,æpli'keɪʃn/ *n.* 应用程序

post /pəʊst/ *v.* 派遣；布置

fast-forward /fɑ:st 'fɔ:wəd/ *v.* 快速推进

insight /'ɪnsaɪt/ *n.* 洞察力；见识；深刻的理解

asset /'æset/ *n.* 资产；有用的东西





THANKS