

<<英语高级口译资格证书考试>>

图书基本信息

书名：<<英语高级口译资格证书考试>>

13位ISBN编号：9787544616089

10位ISBN编号：7544616088

出版时间：2010-3

出版时间：上海外教

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页数：296

字数：290000

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前言

处于新世纪的中国，改革开放不断深化和发展，对外交流日趋密切和频繁。作为国际大都市的上海与世界各国在经济、金融、贸易、文化、教育等领域的合作越来越多，对外语人才，特别是精通英语、并能熟练进行英汉互译的英语人才的需求也越来越大。为了适应这一需求，早在1995年，上海市便启动了“上海市英语高级口译资格证书考试”项目。该项目由上海市委组织部、市人事局、市教育委员会和市成人教育委员会组织和确认，由上海市高校浦东继续教育中心具体负责，为“九十年代上海紧缺人才培训工程”项目之一。十余年来该项目成果斐然：考试规模不断扩大，考生人数、生源范围等不断发展；相关教程、培训等的普及性、社会认可度等不断增强。应该说，这个项目为培养更多高素质、高层次的英语口语译工作者，为推动上海经济和文化的发展做出了巨大贡献。

一个合格的口译工作者应具备扎实的语言功底，在听、说、读、写、译等方面都达到较高的水平。

在该项目进行过程中，英语口语译资格证书教材编委会认真规划、精心编写了《高级翻译教程》、《高级听力教程》、《高级口语教程》、《高级口译教程》和《高级阅读教程》，分别供笔译、听力、口语、口译和阅读五门课程教学使用。这套教程因其目的明确、题材广泛、内容丰富、体例科学、新颖实用而广受欢迎。十余年来，为了保持教材的时代性和实用性，编委会已经组织专家学者进行过一次修订。2005年在广泛征求各方反馈意见的基础上，上海市高校浦东继续教育中心召开考试大纲和教程修订会议，组织相关编者进行第二次修订。各位编者广泛选材，精心编写，反复研讨，认真审核。修订后的教程进一步拓展了选材范围，更加注重内容的新颖性和应用性。

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内容概要

本书内容编排上以一学期为限，设计了16个单元。

各单元语言教材的选题涉及语言学习、交际原理、日常生活、科学技术、旅游观光、社会热点、教育政策、环境保护、经济贸易等方面的内容，为口语表达实践提供话题、表达方式、思路和操练等方面的参照性材料。

每一单元都采用相似的体例，包括：“核心课文(The Core Text)”、“访谈范例(Sample Interview)”、“知识性阅读材料与小组讨论(Information Input and Group Discussion)”，以及“演讲范例与表达练习(Sample Speech and Oral Practice)”四方面具有一定内在联系的内容。

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章节摘录

The least professional and most offensive position is resting one leg or ankle on top of your other knee. Some people call this the "Figure Four." It can make you look arrogant. The distance you keep from others is crucial if you want to establish good rapport. Standing too close or "in someone's face" will mark you as pushy. Positioning yourself too far away will make you seem standoffish. Neither is what you want, so find the happy medium. Most importantly, do what makes the other person feel comfortable. If the person with whom you are speaking keeps backing away from you, stop. Either that person needs space or you need a breath mint.

How to Make a Good Presentation

Many oral presentations of individuals are 10 to 20 minutes long with 15 minutes being the most common. It is very difficult to get and then keep your audience's attention long enough for them to get and then be convinced of your point. Your presentation has to be very clear and concise with a few very well selected, absolutely clear visual aids. Unless you happen to be the first speaker, your audience is already fatigued from hearing other talks and the competition from extraneous sounds and the slow pace of talking vs. thinking has probably left much of the audience daydreaming about more interesting topics. You will lose your audience after just one moment of droning on semi-intelligibly about numbers in front of an unreadable slide covered with unintelligible lines or a table stuffed with even more numbers. Some pointers include:

When you speak, make sure that your topic is obviously relevant to the audience's clinical interests or they won't begin to listen. Decide just what message you want to get across, and then plan your talk and slides based on how you are going to do it. Tell the audience what you are going to tell them, tell it to them, and tell them what you told them — then ask for questions.

People have a lot of trouble following oral presentations because they can't flip back a page or two to pick up a point they missed so you need to be very well organized and leave out all information which doesn't lead directly to your goal. Your slides need to be very clear. Nobody can follow a graph with more than a few lines, and tables with more than three columns and rows (or so) are hopeless because of size and complexity. Having the main points of the talk on successive slides presented as you go is a big help, but keep the verbiage down to a few lines per slide. Get rid of any slides the audience doesn't need to follow your talk. They are simply distractions. Slides full of text can't be read at the same time you talk, so people miss both. Your key slides are the title of your talk, a simplified diagram of the study design, a summary of the key results, and a few slides on the conclusions.

Practice your talk so you get the length right. Assume that you will go slower on stage. While practicing, get some emotion into your voice (other than terror) and learn to give the talk from an outline. People that read their talks well are incredibly rare. Usually they present in a rushed, boring monotone which few people follow. If you keep these in mind and practice frequently in your daily life, you are sure to get a good result.

Topic 1: A good speaker is made not born. Questions for reference:

1. How do you understand the statement that a good speaker is made not born?

2. Is there any in-born ability such as eloquence (for example, some can speak fluently without great efforts while others can't)?

3. Do you believe that the seemingly effortless talks given by experienced speakers are in most cases the result of hours of thinking, painstaking preparation, and practice?

4. According to your personal experience, what makes a good speaker?

Topic 2. Body language speaks louder than words. Questions for reference:

1. Do you agree or disagree with the statement that body language speaks louder than words?

2. Can you mention some expressions of the body language you have often used while talking with others?

3. What are the possible advantages and disadvantages of using body language?

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编辑推荐

《英语高级口译资格证书考试：高级口语教程》为英语高级口译资格证书考试指定用书：最早、最权威、使用最广泛。

著名高校专门从事口译教学的专家学者联袂编写：包含口译、翻译、听力、口语、阅读五门课程。

为越来越多的高校和学生所青睐的高级英语课程教材：第一、二版发行以来重印十数次，印数几十万册。

第三版教程大幅修订，精益求精：以修改后的考试大纲为依据，大量更新内容，进一步拓展选材范围，注重时效性，充实近年来国内外热点问题材料。

帮助学生从容应对英语高级口译资格证书考试，培养更高素质、高层次的英语口译工作者！

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