

ENGLISH

英语

同步学习辅导

拓展模块

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前言



PREFACE

《英语同步学习辅导（拓展模块）》是依据《中等职业学校英语课程标准（2020年版）》编写的《英语（拓展模块）》的同步自学练习用书。本书紧扣《英语（拓展模块）》各单元的教学内容，力求巩固和扩展教材所设计的听、说、读、写等语言技能，加强学生对词汇和语法等语言知识与用法的学习。

全书共8个单元，各单元又分为基础巩固和能力提升两大板块。“基础巩固”包括词汇应用、语法应用、情景对话和翻译练习等题型，旨在考查学生在《英语（拓展模块）》中学到的语言知识。“能力提升”包括补全对话、完形填空、阅读理解和应用写作等题型，旨在提高学生的阅读和写作能力，并为其日后就业打牢基础。

《英语同步学习辅导（拓展模块）》的编写具有以下几个突出特点：

1. 针对性强，巩固所学知识

本书以教材为本，每个单元的练习都紧扣教材中各单元的内容，题型全面而充分，并侧重对口升学考试的练习，可以有效帮助学生巩固所学知识，提高综合应试能力。

2. 形式多样，关注能力发展

本书针对各单元内容设置了丰富多样的题型，充分体现了语言的实用功能；所选语料紧跟时代发展步伐和英语的发展趋势，力争让学生学到鲜活有用的语言。



本书由广州城建技工学校陈琳华任主编，十堰高级职业学校刘静任副主编。本书具体编写分工如下：陈琳华编写第1单元、第5单元、第7单元和第8单元，刘静编写第2单元、第3单元、第4单元和第6单元。

由于编者水平有限，虽经努力，本书仍难免有不足之处，敬请各位读者不吝指正。

编 者

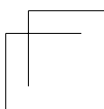
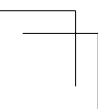
2023 年 5 月

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Time Management



- ## II. Usage of words and grammar.

- 2
- 



14. In our school, students _____ wear a uniform.
A. will B. dare
C. may D. have to
15. He is unhappy. Something bad _____.
A. will happen B. could have happened
C. should have happened D. need have happened

III. Situational dialogue.

1. —I find it difficult to remember the new words in English. Can you give me some suggestions?
—_____
A. Of course. Try to remember new words in groups.
B. I also think it's hard to remember new words.
C. No problem. It may help you a lot.
D. Sure. Oral English is very important.
2. —Thank you very much for your advice in managing time.
—_____
A. That's right. B. What's the matter?
C. You are welcome. D. I really appreciate it.
3. —Will you please take a look at my plan?
—_____
A. It doesn't matter. B. Sure, I'll be glad to.
C. Yes, I'll take. D. I can help you.
4. —I'm thinking the test tomorrow. I'm a little nervous.
—_____
A. Go ahead! B. Good luck!
C. No problem! D. Cheer up!
5. —Don't try to do everything at once.
—Take it a bit _____.
A. at times B. at that time
C. at all times D. at a time



IV. Translation.

A. Translate the following sentences into Chinese.

1. Working without goals would be similar to a situation where the captain of the ship loses his way in the sea.

2. Educators have long noted that one of the best ways to learn is to teach it to someone else.

3. If I spend all the time on the unimportant things, I will never have room for the important things.

B. Complete the English sentences according to Chinese.

1. 这些应用程序还可以记录他们的日常活动。

These apps can also record their _____.

2. 我们的黄油快用完了。你今天能买一些吗?

We're _____ butter. Can you buy some today?

能力提升

I. Complete the conversation.

- A. It's my pleasure.
- B. What's his trouble?
- C. How can you manage your time?
- D. Thank you very much for your advice.
- E. He is poor in studying English.
- F. How is your son getting along with his study?
- G. He has great difficulty in managing time.



A: 1. _____

B: Too bad, I'm afraid.

A: 2. _____

B: 3. _____ He doesn't do things very efficiently.

A: Well, if he does things according to their importance, that'll be much better.

B: 4. _____

A: 5. _____

II. Close.

It seems like the more we work, the more we can manage. ____ 1 ____, I believed in it since I was at college. But when I ____ 2 ____ my small business on gifts delivery I realized that this statement is far from the truth.

Once there was an emergency we failed to ____ 3 _____. The flowers that were ordered for the wedding could not be ____ 4 ____ to the wedding site on time. Someone just misspelled the location. When I wanted to solve this situation accordingly I found out that I did not know ____ 5 ____ was actually in charge. There were other cases that led to bad results.

I decided that my team was falling behind the schedule because we had miscommunication so I gave my ____ 6 ____ and myself some time to find a kind of solution. I needed something that would have a clear representation of the ____ 7 _____. It took me a while but after all, I found exactly what I had been searching for.

Later, I could observe that my workers started to be much more responsive and more ____ 8 _____. I guess it is ____ 9 _____ the team management along with the time management empowered them. These solutions are great help in work as they ____ 10 _____ the individual progress with any task, project or client.

1. A. At first

B. At least

C. At last

D. At once

2. A. started

B. finished

C. gave

D. brought



- | | |
|-------------------|--------------|
| 3. A. learn from | B. cope with |
| C. give up | D. deal with |
| 4. A. sold | B. visited |
| C. delivered | D. made |
| 5. A. where | B. when |
| C. who | D. what |
| 6. A. friends | B. employees |
| C. employers | D. family |
| 7. A. project | B. money |
| C. customer | D. time |
| 8. A. interesting | B. careful |
| C. productive | D. surprised |
| 9. A. since | B. even |
| C. so | D. because |
| 10. A. highlight | B. prevent |
| C. protect | D. keep |

III. Reading comprehension.

A

Read and choose.

It doesn't matter if you're a doctor, a bank clerk, or a student—you've probably struggled with time management here and there. It's normal and we all go through it, especially during busy and stressful times at work or in personal life.

Time management games are video or real-life games you can play alone or in a group. These games require you to meet certain objectives, in a specific order, but with limited time and resources.

By playing these carefully selected time management games you'll be able to solve real-life work challenges, get a better grasp of the passing of time, and learn how to multitask.

Now it's time to play games!



How Long Is a Minute?

- **Great for:**

Figuring out how you and your colleagues view time.

- **How it's played:**

Bring people to a room with no clocks (or where all the clocks are covered). Take away their phones and watches. Instruct them to stand up and shut their eyes, and tell them to open their eyes when they think 60 seconds have passed.

- **What you'll learn:**

Some people will open their eyes before the 60 seconds are up, and some will open them after. This game will help you better estimate the time it takes you to finish projects and tasks because you'll understand how well you know about time.



1. We'll probably struggle with time management during _____.
 - A. leisure times
 - B. busy and stressful times
 - C. dangerous times
 - D. break times
2. Time management games need to be done to meet certain objectives, but _____.
 - A. in a specific order, and with limited time and resources
 - B. with limited time and resources without a specific order
 - C. in a specific order, and without time limitation
 - D. in a specific order, and without resource limitation
3. What's the purpose of the game "How Long Is a Minute"?
 - A. It can help us solve real-life work challenges.
 - B. It can help us get promoted.
 - C. It can help us learn how to multitask.



- D. It can help us better estimate the time.
4. What should people do in the game?
- A. Wear watches.
 - B. Sit down.
 - C. Cover all the clocks.
 - D. Open their eyes.
5. What will the author tell us in the part following the passage?
- A. Other time management games.
 - B. How to estimate the time.
 - C. How to finish multitasks.
 - D. The meaning of time.

B

Read and choose.

Time Management Training

Increase productivity, reduce stress, and improve results with AMA's instructor-led live online and in-person courses.

Find out the secrets to getting the most out of your day with powerful time management skills. From managing your inbox to juggling and prioritizing multiple projects, AMA's live online and in-person courses will help you reach your goals with greater effectiveness and less stress. Learn how to improve concentration, overcome distractions, eliminate delaying, make quick decisions and shift priorities at a moment's notice.

There is enough time in a day! Learn the most effective ways to manage it.

Who Should Attend

Business professionals who want greater control of their time, management style and life.



Date	Duration
Apr. 10, 2023–Apr. 13, 2023	04/10/2023, 2:00PM–5:30PM 04/11/2023, 2:00PM–5:30PM 04/12/2023, 2:00PM–5:30PM 04/13/2023, 2:00PM–5:30PM
May 8, 2023–May 9, 2023	05/08/2023, 10:00AM–7:00PM 05/09/2023, 9:00AM–6:00PM
Jun 12, 2023–Jun 13, 2023	06/12/2023, 9:00AM–12:00AM 06/13/2023, 9:00AM–11:30AM

1. AMA's time management training courses are _____ courses.
 - A. offline and in-person
 - B. online recording
 - C. offline family training
 - D. live online and in-person
2. What's the purpose of the AMA's courses?
 - A. To help people improve communication skills.
 - B. To help people get time management skills.
 - C. To help people get language skills.
 - D. To help people get computer skills.
3. Who should attend the courses?
 - A. Business professionals.
 - B. College teachers.
 - C. College students.
 - D. Researchers and educators.
4. If you are a business professional and don't have a whole day to study, you can only spare half a day. What date can you choose?
 - A. Apr. 10, 2023–Apr. 13, 2023 or May 8, 2023–May 9, 2023.
 - B. May 8, 2023–May 9, 2023 or Jun 12, 2023–Jun 13, 2023.
 - C. Apr. 10, 2023–Apr. 13, 2023 or Jun 12, 2023–Jun 13, 2023.



D. Only Apr. 10, 2023–Apr. 13, 2023 is suitable.

5. How many courses are there in April?

A. Two.

B. Three.

C. Four.

D. Five.

IV. Writing.

某英语学习网站向学生征稿，邀其谈谈如何度过一个有意义的暑假。
请根据下面表格的内容提示用英语写一篇暑假计划。

注意：

1. 包括下表中的要点，可增添细节或阐述理由，适当发挥。
2. 词数：80词左右（开头已给出，不计入总词数）。

暑假计划
1. 好好休息，学会放松； 2. 做自己喜欢的运动； 3. 多读书，完成作业； 4. 帮助父母做家务；

The summer holiday is coming soon. Here are my plans for my holiday.
