

考前**60**天，衝高分從這本開始

LIVE PÖN  
點讀筆



【點讀擴編版】

本書內容支援發音點讀筆  
內附雙重功能CD-ROM

1. 電腦互動光碟 for PC 2. 譯文朗讀 MP3

# NEW TOEIC

## 900分突破

### 必考單字與片語

NEW TOEIC — KEYWORDS & PHRASES

一般商務

製造業

金融／預算

企業發展

辦公室

人事

採購

技術層面

房屋／公司地產

旅遊

外食

娛樂

保健

依ETS多益官網公布之13大測驗主題分類

掌握最常考單字、片語，  
TOEIC拿高分SO EASY

每回皆附  
**TOEIC**  
模擬小測驗

1. 全書測驗導向設計，專為應考準備規劃。
2. 「一分鐘自我檢測」，加強學習重點記憶。
3. 列出KK音標、詞性、例句、延伸字，系統化學習。
4. 「多益模擬小測驗」，馬上學馬上考，上考場更得心應手。
5. 互動光碟輔助學習，數位化練習學得更快。

LiveABC

美國數位學習第一品牌

1

# General Business





# ne-Minute Self-Test

**1**

請選出適合的詞彙置入以下的對話或獨白中，使其語意完整。

- |                 |                |                |
|-----------------|----------------|----------------|
| Ⓐ brainstorming | Ⓑ come up with | Ⓒ competitors  |
| Ⓓ go over       | Ⓔ present      | Ⓕ presentation |
| Ⓔ stand out     | Ⓖ strategy     |                |

## Short Conversations

W: We have to find a way to make our proposal \_\_\_\_ ❶ \_\_\_\_\_. We have to do something special.

M: I know. Let's make a really good PowerPoint \_\_\_\_ ❷ \_\_\_\_\_, with images of our past work.

W: No. Our \_\_\_\_ ❸ \_\_\_\_\_ will all have PowerPoint presentations. We need to do something more.

M: You're right. We have to look better than them if we're going to get the job. I'll try to think of something.

## Short Talks

I know everybody is very busy, so I'll try to keep this meeting as brief as possible.

But before we begin, I'd like to \_\_\_\_ ❶ \_\_\_\_\_ what we discussed at our last meeting.

When we met last week, everybody agreed that we need a new sales \_\_\_\_ ❷ \_\_\_\_\_,

and we all agreed to spend a few days \_\_\_\_ ❸ \_\_\_\_\_ to \_\_\_\_ ❹ \_\_\_\_\_ ideas. Today we will all have a chance to \_\_\_\_ ❺ \_\_\_\_\_ our ideas.

## Your Answers:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_

7. \_\_\_\_\_ 8. \_\_\_\_\_

2

請選出適合的詞彙置入以下的句子中，使其語意完整。

- |                 |               |              |
|-----------------|---------------|--------------|
| Ⓐ advertisement | Ⓑ agreement   | Ⓒ assurance  |
| Ⓓ clause        | Ⓔ competition | Ⓕ compromise |
| Ⓔ inevitable    | Ⓖ productive  |              |

- The best relationships are those in which both partners are able to \_\_\_\_\_.
- Mr. Howe is more \_\_\_\_\_ once he's had his morning cup of coffee.
- The best scenario would be for both sides to come to an \_\_\_\_\_.
- The temporary worker felt it was \_\_\_\_\_ that his contract would not be renewed.
- In the face of increasing \_\_\_\_\_, many companies are struggling to survive.
- As a result of the new \_\_\_\_\_, the store's sales began to grow.
- The manager gave his \_\_\_\_\_ that they would never be asked to work weekends.
- Sherry has a \_\_\_\_\_ in her contract that allows her to have 15 vacation days.

### Your Answers:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## [自我檢測表]

答對且知道該單字意思和用法的話打「O」，答對但不確定該單字意思及用法則打「？」，答錯的話打「X」。

1  
↓

	正解	自我檢測	詞彙	等級	單字查詢頁次
1	(G)		stand out	必備	P. 49- 105
2	(F)		presentation	必備	P. 45- 087
3	(C)		competitors	必備	P. 32- 036
4	(D)		go over	必備	P. 40- 066
5	(H)		strategy	必備	P. 50- 106
6	(A)		brainstorming	必備	P. 29- 026
7	(B)		come up with	必備	P. 31- 033
8	(E)		present	必備	P. 45- 087

2  
↓

	正解	自我檢測	詞彙	等級	單字查詢頁次
1	(F)		compromise	加分	P. 32- 037
2	(H)		productive	必備	P. 45- 089
3	(B)		agreement	必備	P. 25- 010
4	(G)		inevitable	加分	P. 41- 070
5	(E)		competition	必備	P. 32- 036
6	(A)		advertisement	必備	P. 24- 005
7	(C)		assurance	加分	P. 27- 016
8	(D)		clause	必備	P. 31- 032



001

**acceptance** [ək'septs]*n.* 接受；答應；認可🔊 rejection *n.* 拒絕🔊 accept *v.* 接受

Now that you have indicated your **acceptance** of our offer, I will prepare the contract for you to sign.

既然你已經接受我們的提議，我會準備合約讓你簽署。

002

**address** [ə'dres]*v.* 對～說話；向～演講；在（信封等上）寫地址

🔊 speak to 對～說

🔊 lecture *v.* 向～演講

The speaker **addressed** the audience.

這名講者向觀眾發表演說。

**說明** **address** 作名詞時可指「演說；致詞」（如 **television address** 指「電視演說」），亦可指「地址」（作此義解時發音為 [ˈædres]）。

003

**adjourn** [ə'dʒɜ:n]*v.* 使中止；休（會）🔊 end *v.* 結束；終止

🔊 adjournment *n.*  
休會；休會期間

🔊 suspend *v.*  
使暫停；暫時取消（或擱置）

I think we should **adjourn** the meeting and get back to work.

我想我們該結束會議然後回去工作。

004

**admit** [əd'mɪt]*v.* 承認；准許進入

🔊 admission *n.*  
入場券；門票

🔊 admittance *adj.*  
入場（入會、入學）  
許可的

Only ticket-holders were **admitted**.

只有持票者方可入場。