

最新題型

考前30天·衝高分從這本開始!



內附電腦互動學習軟體

1. 僅適用 MS Windows 作業系統
2. 內附 MP3 及點讀音檔
3. 下載序號請見封底內頁說明

New TOEIC 新版多益

Complete
Preparation
for the
New TOEIC

完全攻略

完整收錄必考單字、片語
模考試題+拿分解析，雙效學習!

✓ 核心單字與片語

精挑細選 400 個 TOEIC 核心單字與片語，附例句與中譯，幫助您有效提升字彙能力。

✓ 多益模擬測驗

提供聽力與閱讀測驗，讓您熟悉各種考題型態，充分掌握近年出題方向。

✓ 系統化應考策略

分析多益題型，幫您迅速掌握應考技巧與解題秘訣。

✓ 考題逐題詳解

針對模擬試題逐題詳盡解析，大大提升您的應考實戰能力。

全面分析多益測驗七大題型與解題技巧，幫您完成全方位的應考準備。

LiveABC

英語數位學習第一品牌

一般商務篇

GENERAL BUSINESS



PLAY ALL Track 01

1. abide by [ə'baid] 遵守；信守

- 例 All of the employees agreed to abide by the company rules.
所有的員工都同意會遵守公司的規則。
- 例 Both sides were committed to abiding by the stipulations of the contract.
雙方都承諾要遵守合約的條款。

2. abstract [ə'bstrækt] n. 摘要；梗概

- 例 The clerk prepared an abstract for the company presentation.
那位職員準備了一份公司簡報用的摘要。
- 例 This abstract outlines our business strategy for the upcoming season.
這份摘要概述了我們下一季的商業策略。

3. accommodate [ə'kumədet] v. 使適應；能容納；照顧到

- 例 Organizers tried to accommodate the needs of all the conference participants.
組織幹部試著照顧到所有與會者的需求。
- 例 The meeting hall could accommodate over five hundred audience members.
這間會議廳可以容納超過五百名聽眾。

4. address [ə'dres] n. 演說；致詞

v. 向……發表演說；滿足；對付

- 例 The CEO gave her yearly address at the annual general meeting.
執行長在年度會議上發表她的年度演說。
- 例 We need to address the needs and expectations of the customer when planning an ad campaign.
當我們在計畫一個廣告活動時，要滿足客戶的需求與期待。

5. agreement [ə`grɪmənt] *n.* 協議；同意；合約

- 例 They had to come to an agreement on salary before the papers could be signed.
在簽那份文件之前，他們必須先在薪水問題上達成協議。
- 例 Even though she was just a temporary employee, she was still required to sign a work agreement.
雖然她只是臨時僱員，她還是被要求簽一份工作合約。

6. arrangement [ə`rendʒmənt] *n.* 準備工作；排列；佈置

- 例 Travel arrangements were made well in advance of the week-long conference in Las Vegas.
在拉斯維加斯為期一週的會議前，已經做了很好的旅遊安排。
- 例 The arrangement of tables facilitated group discussions among the different participants.
桌子的排列方便不同參與者之間的小組討論。

7. association [ə.səsɪ`eʃən] *n.* 協會；結交；交往

- 例 Members of the Farmers' Association descended upon Kentucky for their annual conference.
農民協會的成員突然造訪肯德基的年會。
- 例 Henry Austin had no association with the Austin Group of Criminal Lawyers.
亨利·奧斯汀與奧斯汀罪犯律師團體並無關係。

8. assurance [ə`ʃʊrəns] *n.* 保證；信心

- 例 The manager gave his assurance that they would never be asked to work weekends.
那位經理保證他們絕不會被要求在週末工作。
- 例 When asked whether he felt his employees were dedicated to their work, he was able to answer with assurance.
當被問到是否覺得他的員工都獻身於他們的工作時，他能夠自信地回答。

考題範例

題組 ❶

1. Look at the graphic. Around what time is this conversation taking place?
 (A) 08:00
 (B) 9:00
 (C) 10:00
 (D) 11:15
2. What does the woman mean when she says, "I still need to brush up a little bit on my presentation"?
 (A) She wants to take a class to improve her presentation skills.
 (B) She wants to review her speech so that she knows it well.
 (C) She wants to print the speech on a cleaner piece of paper.
 (D) She wants the man to listen to her give the speech.
3. What will the man most likely do with the woman's report?
 (A) He will add some additional information.
 (B) He will change some figures.
 (C) He will check it for errors.
 (D) He will try to make it a little shorter.

City	Arrival Time
Carson	8:55
Williamsburg	9:30
Bedford	10:05
Harris	11:25
Devon	12:20
Trilby	13:10

錄音內容

W: Will we have time for lunch before we rush to the client's office?

M: It'll still be a bit early for lunch. Maybe if it goes well we can treat them.

W: I don't even know where we are now.

M: We'll be at Bedford in an hour, which means we're now halfway there—only two hours left.

W: I still need to brush up a little bit on my presentation. I feel like I could free up some time for discussion.

M: Pull it up and let's have a look. That's probably a good idea, so let's see if we can condense some information.

解析

❶此為題型 ❶ 圖表題。答題關鍵是男子說再一個小時會到 Bedford，對照圖表抵達該市的時間為 10:05，故知兩人對話的時間約為九點鐘，故答案選 (B)。

❷此為題型 ❶ 詢問口語用法或句意。brush up 是「溫習」的意思，等同於選項 (B) 中 review，意思皆為「檢視報告」之意，故答案選 (B)。

❸此為題型 ❶ 含有 most likely 字眼的推論題。關鍵句字為男子說... let's see if we can condense some information. condense 指「壓縮；濃縮」，故知答案選 (D)。

題型

05. 依上下文插入完整句

此為 Part 6 新增題型，須先閱讀空格的前一句和後一句，根據上下文意找出最符合邏輯及文章脈絡的句子。

範例

Dear Customer,

We would like to thank you for your continued support of *Fashion Trends* magazine. Starting this month, we will be giving away five free subscriptions a week for the entire year. To register for the contest, please log on to www.FashionTrends.com/giveaways and enter your name for a chance to win. Ten names will be drawn every Friday morning from entries collected the previous Saturday through Thursday. Enter every week for your chance to win a whole year of *FT* for free! _____

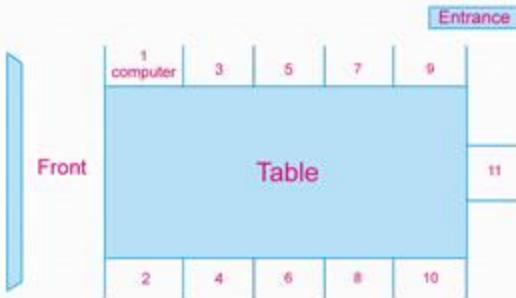
Sincerely,

Your *FT* Team

- (A) The contest is limited to one entry per person per week.
- (B) T-shirts will be on sale at 50 percent off until the 15th.
- (C) Mark your calendar and don't miss this special day.
- (D) Don't risk your money, and give us a call today.

解析

前一句提到 Enter every week for your chance to win a whole year of *FT* for free! 「週週都來登入，您就有機會獲得一整年免費的《時尚趨勢》雜誌！」，這裡的 enter 是前面提到的登入 (log on) 網站並輸入姓名 (enter your name)。可見空格處應該與活動方式有關，答案選 (A) The contest is limited to one entry per person per week. 「本項競賽限定每人每週登入資料一次」。



68. Why is this conversation taking place?

- (A) To decide where to put the video camera
- (B) To arrange seats for a video conference
- (C) To give the salespeople up-to-date information
- (D) To discuss a new marketing strategy

69. Which of the following will NOT be attending the meeting?

- (A) Marketing
- (B) Public Relations
- (C) Salespeople
- (D) Managers

70. Look at the graphic. Who will sit in spots 3 and 5?

- (A) A salesperson and the female speaker
- (B) The male speaker and a developer
- (C) The female speaker and Hank
- (D) Mr. Jeffries and the male speaker

Questions 67–69 refer to the following online chat discussion.

● ● ●

Andrea Bianchi 9:30 a.m.
You guys saw the commercial for the new product line we're running, right? Can I get some feedback?

Frank Martin 9:31 a.m.
Isn't it a little late for feedback? Doesn't it go live this weekend?

Andrea Bianchi 9:33 a.m. It does, but I'd take the risk of delaying the launch if a shaky ad was going to do more harm than good.

Scott Landis 9:34 a.m.
Andrea is right. With the Gibson product getting so much market share now, we surely want to make an announcement as soon as possible, but not if it's going to damage us.

Frank Martin 9:35 a.m.
That's true. I'll say I don't have anything negative to say about the production company or the ad, but I wasn't blown away by it.

Andrea Bianchi 9:35 a.m.
Right. Well, I'd prefer we be memorable and a little safe, and push the envelope later rather than risk it now.

Frank Martin 9:36 a.m.
Well, I feel like if we played everything right, timing and all, this could really blow up.

Andrea Bianchi 9:37 a.m.
It could, for sure, but we don't have the advantageous position to do that safely yet.

Scott Landis 9:38 a.m.
Once we have the beginnings of a good impression, we can have some more fun with it later, but I don't want to get too risky yet.

Frank Martin 9:40 a.m.
Well, I'd like to be part of that project when we get around to it.

67. What is the main point of this conversation?

- (A) The production company didn't meet expectations.
- (B) They are discussing the potential response to their ad.
- (C) They are discussing the failure of the ad campaign.
- (D) They don't know what kind of ad to run.

68. How does Frank feel about the ad?

- (A) He thinks they should have run it sooner.
- (B) He thinks the current ad is too controversial.
- (C) He wants to do something more exciting.
- (D) He thinks the current ad will be a big hit.

69. At 9:36 a.m., what does Frank mean when he writes, "blow up"?

- (A) The response could be very negative.
- (B) It might be a huge success.
- (C) It might go unnoticed.
- (D) The campaign could cause a reaction from the competition.