

## TOPIC 3\_Practice 1

Choose a, b, c, or d that best completes each unfinished sentence.

1. If something \_\_\_\_\_ your attention or your eye, you notice it or become interested in it.  
a. pays                      b. allow                      c. catches                      d. wave
2. When you are in a restaurant, you can raise your hand slightly to show that you need assistance.  
a. bill                      b. menu                      c. help                      d. food
3. After a \_\_\_\_\_ hesitation, she began to speak with such a convincing voice.  
a. rude                      b. slight                      c. small                      d. impolite
4. There was a \_\_\_\_\_ tremble in her voice, which showed that she was very nervous at that time.  
a. slight                      b. slighted                      c. slightly                      d. slightness
5. If a boss wants to have a well-qualified staff, he should have to pay his employees \_\_\_\_\_.  
a. appropriate                      b. appropriately                      c. appropriation                      d. appropriating
6. Mrs. Pike was so angry that she made a \_\_\_\_\_ gesture at the driver.  
a. rude                      b. rudeness                      c. rudely                      d. rudest
7. \_\_\_\_\_ nonverbal language is \_\_\_\_\_ important aspect of interpersonal communication.  
a. The / Ø                      b. A / the                      c. The / a                      d. Ø / an
8. Balzer, \_\_\_\_\_ linguistic researcher, reported that approximately 75% of classroom management behavior was nonverbal.  
a. a                      b. an                      c. the                      d. Ø
9. I have never seen such a beautiful dress \_\_\_\_\_ you before.  
a. of                      b. on                      c. for                      d. in
10. Small children are often told that it is rude to point \_\_\_\_\_ other people.  
a. on                      b. to                      c. at                      d. for
11. Suppose you want to go out during a lecture, what should you do?  
a. As                      b. If                      c. Though                      d. When
12. She said she \_\_\_\_\_.  
a. was very tired last night                      b. was very tired the night before  
c. had been very tired last night                      d. had been very tired the night before
13. When you see your teacher approaching you, a slight wave to attract his attention is appropriate.  
a. coming nearer to                      b. catching sight of  
c. pointing at                      d. looking up to
14. When you catch someone's \_\_\_\_\_, you do something to attract his attention so that you can talk to him.  
a. head                      b. hand                      c. eye                      d. ear
15. When the play finished the audience stood up and \_\_\_\_\_ their hands loudly.  
a. clapped                      b. nodded                      c. shook                      d. hold
16. It is \_\_\_\_\_ not to say "Thank you" when you are given something.  
a. small                      b. rude                      c. slight                      d. formal
17. A whistle is the \_\_\_\_\_ for the football players to begin the match.  
a. communication                      b. instance                      c. attention                      d. signal

18. It is often considered to be impolite to \_\_\_\_\_ at someone.  
a. look                      b. smile                      c. point                      d. raise
19. He is not really friendly and makes no attempt to be \_\_\_\_\_.  
a. society                      b. social                      c. socialize                      d. sociable
20. She sent me a \_\_\_\_\_ letter thanking me for my invitation.  
a. polite                      b. politely                      c. politeness                      d. impoliteness
21. Mr. Timpson's behavior and comments on occasions were inappropriate and fell below the \_\_\_\_\_ standards.  
a. accept                      b. acceptable                      c. acceptance                      d. accepting
22. In general, the meaning of \_\_\_\_\_ touching depends of the situation, culture, sex, and age.  
a. a                      b. an                      c. the                      d. Ø
23. \_\_\_\_\_ same words or phrases can have many \_\_\_\_\_ different meanings, depending on how they are said.  
a. Ø / Ø                      b. A / the                      c. Ø / the                      d. the / a
24. I recognized my grandmother as soon as she got \_\_\_\_\_ the plane although we had not seen each other for more than 10 years.  
a. over                      b. of                      c. away                      d. off
25. I waved \_\_\_\_\_ him from the window but he didn't see me.  
a. through                      b. for                      c. up                      d. to
26. The family has a very important role in \_\_\_\_\_ children.  
A. social                      B. socialist                      C. socializing                      D. socialism
27. When we apologize, we admit our \_\_\_\_\_.  
A. courtesy                      B. courteous                      C. discourteous                      D. discourtesy
28. In U.S. schools, teachers don't mind their students' \_\_\_\_\_ them during the lectures.  
A. interrupt                      B. interrupted                      C. interrupting                      D. to interrupt
29. His achievements were partly due to the \_\_\_\_\_ of his wife.  
A. assist                      B. assistant                      C. assisted                      D. assistance
30. By working day and night, they succeeded \_\_\_\_\_ their work in time.  
A. finished                      B. to finish                      C. finishing                      D. in finishing
31. I make no \_\_\_\_\_ for encouraging my children to succeed in school.  
A. apologize                      B. apologetic                      C. apologies                      D. apoplectic
32. It was very more \_\_\_\_\_ of a chat than an interview.  
A. formal                      B. informal                      C. formality                      D. informality

**Find out the underlined part that needs correction.**

33. A person's body postures, movements but positions more often tell us exactly what they mean.  
A. A person's                      B. exactly                      C. what                      D. but
34. Many couples who both work must hire someone to take care of their children for they.  
A. who both                      B. someone                      C. to take                      D. they
35. I asked him how far was it to the station if I went there by taxi.  
A. asked                      B. was it                      C. if                      D. by taxi



36. My parents don't allow to go out at night.  
 A. don't                      B. allow                      C. to go out                      D. night
37. Mike told that he was leaving the next day, not then.  
 A. told                      B. was leaving                      C. the                      D. then
38. Petroleum is composed of a complex mix of hydrogen and carbon.  
 A. Petroleum                      B. composed of                      C. mix                      D. and
39. According to Mehrabian in 1971, only 7% of the information we communicate to others depends upon the words we saying; 93% of that depends on non-verbal communication.  
 A. According to                      B. only 7%                      C. we saying                      D. to others
40. Our bodies send out messages constantly and sometimes we do not recognize that we are using many nonverbal language.  
 A. send out                      B. messages                      C. we do not recognize                      D. many

**Fill in each numbered blank with one suitable word or phrase.**

In the western customs (41) \_\_\_\_ hands is the customary form of greeting, but in China a nod of the head or (42) \_\_\_\_ bow is sufficient. Hugging and kissing when greeting are uncommon. Business cards are often (43) \_\_\_\_ and yours should be printed in your own language and in Chinese. Also, it is more respectful to present your card or a gift or -any other article using (44) \_\_\_\_ hands. The Chinese are (45) \_\_\_\_ applauders. You may be greeted with group clapping, even by small children. When a person is applauded in this practice it is the custom for that person to return the applause or a "thank you." When walking in public places, direct eye (46) \_\_\_\_ and staring is uncommon in the larger cities, especially in those areas accustomed to foreign visitors. (47) \_\_\_\_, in smaller communities, visitors may be the subject of much curiosity and therefore you may notice some stares. (48) \_\_\_\_ speaking, the Chinese are not a touch-oriented society, especially true for visitors. So, avoid (49) \_\_\_\_ or any prolonged form of body contact. Public displays of affection are very rare. On the other hand, you may note people of the same sex walking hand-in-hand, which is simply a gesture of friendship. Do not worry about a bit of pushing and shoving in stores or when groups board public buses or trains. In this case, (50) \_\_\_\_ are neither offered nor expected. The Chinese will stand much closer than Westerners.

41.    A. taking                      B. shaking                      C. grasping                      D. hugging
42.    A. small                      B. bit                      C. slight                      D. light
43.    A. exchanged                      B. changed                      C. transferred                      D. converted
44.    A. pair                      B. couple                      C. double                      D. both
45.    A. enthusiast                      B. enthusiastic                      C. enthusiasm                      D. enthusiastically
46.    A. contact                      B. look                      C. stare                      D. watch
47.    A. Moreover                      B. Furthermore                      C. However                      D. Whatever
48.    A. Generally                      B. Successfully                      C. Fortunately                      D. Expectedly
49.    A. touch                      B. to touch                      C. touched                      D. touching
50.    A. Contacts                      B. Apologies                      C. Gestures                      D. Saying goodbye