

BEC中级剑桥商务英语写作模拟及答案[3] PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/150/2021_2022_BEC_E4_B8_AD_E7_BA_A7_E5_c85_150238.htm 二.WRITING PART ONE

You have received a fax from a customer who in the fax complained that he had received 100 green colour bicycles instead of 50 green and 50 blue colour bicycles. In order to solve the problem and find out the facts ,you write a short note to the warehouse. . Write a short note to Mr. Randy Simon ,who is in charge of delivering goods from warehouse. . Tell him about the claim. . Mention the date of delivery. . Ask for the duplicate invoice. . . Write 30-40 words on your Answer Sheet.

PART TWO you work for Alla ,a shop which sells upmarket clothing. You are asked to find a way to increase the profits of your shop. Read the following figure showing the results of a survey of two upmarket specialty shops. Point A refers to your shop. Point B refers to Betty Fashion shop ,your main competitor, near your shop. . Use the figure to write a report (about 100- 120 words)recommending ways of improving the quality and pricing of your shop. . Write on your Answer Sheet. 写作部分参考答案(Sample for reference)

PART ONE Dear Mr. Simon, A customer complained that he had received 100 green coloured bicycles instead of 50 green and 50 blue colour bicycles ,which had been shipped on 11th May. Could you please send me the immediate invoice under contract No. TXI 2- 1 in duplicate? PART TWO Both Betty Fashion Shop and our shop are in city centre ,therefore ,we have almost the same customers. But there exists a fact that customers are more likely to spend their

money in Betty shop. After careful research ,we notice that ,although Betty shop has higher prices ,they also have more fashionable clothes. Compared with Betty Shop, our real prices are not high, but the comparative prices to fashion are high. Therefore ,if our shop decides to increase the profits, we`should purchase highly fashionable clothes ,at least as fashionable as Betty Shop ,with the prices lower than Betty Shop `s. As .customers hate increasing prices ,it is better to do this gradually. 100Test 下载频道开通 , 各类考试题目直接下载。详细请访问 www.100test.com