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Look After Your Voice  
Often speakers at a meeting experience dry mouths and ask for a glass of water. You can solve the problem by activating the saliva in your mouth. First gently bite the edges of your tongue with your teeth. Or, press your entire tongue to the bottom of your mouth and hold it there until the saliva flow. Or you can imagine that you are slicing a big juicy lemon and sucking the juice. Before you begin your talk, be kind to your voice, Avoid milk or creamy drinks which coat your throat. Keep your throat wet by drinking a little sweetened warm tea or diluted fruit juice. If you sense that you are losing your voice, stop talking completely. Save your voice for your speech. You may feel foolish using paper to write notes, but the best thing you can do is to rest your voice. If you need to see a doctor, perhaps you can get some advice from a professional singer. In the meantime, do not even talk in a low voice. What about drinking alcohol to wet your throat? I advice you not to touch alcohol before speaking. The problem with alcohol is that one drink gives you a little confidence. The second drink gives you even more confidence. Finally you will feel all-powerful and you will feel you can do everything, but in fact your brain and your mouth do not work together properly. Save the

alcohol until after you finish speaking. Perhaps you want to accept the advice, but you may wonder if you can ever change the habits of a lifetime. Of course you can. Goethe, who lived before indoor skating rinks or swimming pools, said, "We learn to skate in the summer and swim in the winter". Take this message to heart and give yourself time to develop your new habits. If you are willing to change, you will soon be able to say that you will never forget these techniques because they became a part of your body. EXERCISE: 1) To solve the problem of dry mouths, one is advised to take cool milk. A) True B) False C) Not mentioned 2) The first paragraph mention three ways of activating the saliva in the mouth. A) True B) False C) Not mentioned 3) The writer suggests that you go to see a doctor when you feel you are losing your voice. A) True B) False C) Not mentioned 4) The writer advice about alcohol before you make a speech is to take one or two drinks so as to give yourself some confidence. A) True B) False C) Not mentioned 5) Due to the effect of alcohol, your thought and your mouth will not coordinate properly. A) True B) False C) Not mentioned 6) Goethe often did outdoor skating and swimming. A) True B) False C) Not mentioned 7) The writer cites Goethe to prove that one can change ones habits. A) True B) False C) Not mentioned KEY: B A B B A C A 相关推荐：[#0000ff>职称英语常用语法详解汇总](#) [#0000ff>2012年职称英语考试复习日程安排表](#) [#0000ff>2012年职称英语考试复习教材](#) 为了能够顺利查分，请考生密切关注[#0000ff>2011年3月职称英语考试成绩查询时间](#)，百考试题祝大家顺利通过考试！[100Test 下载频道开通](#)，各类考试题目直接下载。详细请访问

