

Winning in China



Funded by the EU-China Managers Exchange and Training Programme
中国—欧盟经理人交流培训项目资助

— Business Chinese



在中国

基础篇2

Basic 2

——商务汉语系列教程

● 主编：季 瑾



北京语言大学出版社
BEIJING LANGUAGE AND CULTURE
UNIVERSITY PRESS





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基础篇2
Basic 2

——商务汉语系列教程

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词类简称表
Abbreviations of parts of speech

缩写 Abbreviations	英文全称 Parts of speech in English	词类名称 Parts of speech in Chinese	拼音 Parts of speech in <i>pinyin</i>
Adj	Adjective	形容词	xíngróngcí
Adv	Adverb	副词	fùcí
AP	Aspect Particle	动态助词	dòngtài zhùcí
Conj	Conjunction	连词	liáncí
IE	Idiom Expression	习惯用语	xíguàn yòngyǔ
Int	Interjection	叹词	tàncí
LN	Locality Noun	方位词	fāngwèicí
M	Measure Word	量词	liàngcí
MdPt	Modal Particle	语气助词	yǔqì zhùcí
N	Noun	名词	míngcí
Nu	Numeral	数词	shùcí
Ono	Onomatopoeia	象声词	xiàngshēngcí
OpV	Optative Verb	能愿动词	néngyuàn dòngcí
PN	Proper Noun	专有名词	zhuānyǒu míngcí
Pr	Pronoun	代词	dàicí
Pref	Prefix	词头	cítóu
Prep	Preposition	介词	jiècí
Pt	Particle	助词	zhùcí
PW	Place Word	地点词	dìdiǎncí
Q	Quantifier	数量词	shùliàngcí
QPr	Question Pronoun	疑问代词	yíwèn dàicí
QPt	Question Particle	疑问助词	yíwèn zhùcí
StPt	Structural Particle	结构助词	jiégòu zhùcí
Suf	Suffix	词尾	cíwěi
TW	Time Word	时间词	shíjiāncí
V	Verb	动词	dòngcí
V//O	Verb-object Compound	离合词	líhécí

语法术语简称表
Abbreviations of grammatical terms

缩写 Abbreviations	英文全称 Grammatical terms in English	语法术语 Grammatical terms in Chinese	拼音 Grammatical terms in <i>pinyin</i>
S	Subject	主语	zhǔyǔ
P	Predicate	谓语	wèiyǔ
O	Object	宾语	bīnyǔ
Attr	Attribute	定语	dìngyǔ
A	Adverbial	状语	zhuàngyǔ
Comp	Complement	补语	bǔyǔ
NP	Noun Phrase	名词短语	míngcí duǎnyǔ
VP	Verbal Phrase	动词短语	dòngcí duǎnyǔ
PP	Prepositional Phrase	介词短语	jiècí duǎnyǔ
V O	Verb-object Phrase	动宾短语	dòng-bīn duǎnyǔ
	Declarative Sentence	陈述句	chénshùjù
	Interrogative Sentence	疑问句	yíwènjù
	Affirmative Sentence	肯定句	kěndìngjù
	Negative Sentence	否定句	fǒudìngjù
	General Interrogative Sentence	一般疑问句	yìbān yíwènjù
	Special Interrogative Sentence	特殊疑问句	tèshū yíwènjù
	Yes-or-no Question	是非疑问句	shìfēi yíwènjù
	Affirmative and Negative Question	正反疑问句	zhèngfǎn yíwènjù

主要人物介绍

Introduction of the main characters



Kǎ'ěr
卡尔
Karl Hofmann



Kāng Àili
康爱丽
Alice Clement



Lǐ Míngmíng
李明明
Li Mingming



Zhāng Yuǎn
张远
Zhang Yuan

卡 尔——男，德国人，欧盟经理人；
康爱丽——女，法国人，欧盟经理人；
李明明——女，中国人，对外经济贸易大学国贸专业本科三年级学生；
张 远——男，中国人，对外经济贸易大学MBA二年级学生。

康爱丽、卡尔都是来北京接受汉语培训的欧盟经理人，李明明和张远是他们在对外经济贸易大学认识的朋友。

Ka'er—Karl Hofmann, male, a German manager from the European Union;

Kang Aili—Alice Clement, female, a French manager from the European Union;

Li Mingming—female, a Chinese junior majoring in International Trade at University of International Business and Economics;

Zhang Yuan—male, a Chinese MBA sophomore at University of International Business and Economics.

Both Kang Aili (Alice) and Ka'er (Karl) are managers from the European Union who came to Beijing for the training of Chinese language. Li Mingming and Zhang Yuan are their friends at University of International Business and Economics.

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Is there a supermarket near the school

超市和机场
Supermarket and airport

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Is there a supermarket near the school	

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1. “有”字句 (2) The “有”-sentence (2)
2. 动词“在” The verb “在”
3. “南边”、“北边”及方位词介绍
“南边”, “北边” and an introduction of locality nouns
4. 副词“更” The adverb “更”
5. 疑问代词“怎么”(复习) The interrogative pronoun “怎么”(Review)
6. 指路的表示法 How to ask for directions
7. 副词“就” The adverb “就”

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注释 Notes:

1. 介词“在”(复习) The preposition “在”(Review)
2. 副词“不用” The adverb “不用”
3. 方位词“下”及单纯方位词
The locality noun “下” and simple locality nouns
4. 动态助词“着” The aspect particle “着”



5. 人称代词“自己” The personal pronoun “自己”

6. 方位词“旁边”及合成方位词

The locality noun “旁边” and compound locality nouns

课文三 Text 3: 机场离这儿远吗

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Is the airport far away from here

注释 Notes:

1. 动词“离” The verb “离”

2. 副词“大概” The adverb “大概”

3. 副词“多” The adverb “多”

4. 假设复句:“(如果 / 要是)……的话,……就……”

The hypothetical complex sentence:“(如果 / 要是)……的话,……就……”

5. 副词“差不多” The adverb “差不多”

6. 疑问代词短语作定语

The interrogative pronoun phrase acts as an attribute

7. 副词“已经” The adverb “已经”

8. 表示新情况的语气助词“了₂”

The modal particle “了₂” used to indicate a new situation

9. “没问题”

10. 能愿动词“得(děi)” The optative verb “得(děi)”

11. 语气助词“呢” The modal particle “呢”

12. 动态助词“了₁” The aspect particle “了₁”

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第七单元

UNIT 7

今天我请客

I'll stand treat today

请客和吃饭

Inviting somebody to dinner

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They are having a discount these days

注释 Notes:

1. 动词“请” The verb “请”

2. 语气助词“哇” The modal particle “哇”
3. “正在……呢”
4. 形容词“火” The adjective “火”
5. 双宾语句 A sentence with double objects

课文二 Text 2: 请点菜 Would you please order you meal 40
注释 Notes:

1. “不好意思”
2. 可能补语 Complement of possibility
3. 副词“还是” The adverb “还是”
4. “那就……”
5. “看着 +V”
6. “买单”
7. “AA (制)”
8. 结果补语 Complement of result
9. 语气助词“嘛” The modal particle “嘛”

练习 Exercises

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第八单元
UNIT 8

请问，林总经理在吗
Hello, may I speak to General
Manager Lin

打电话
Making a telephone call

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Can I have your telephone number

注释 Notes:

1. 能愿动词“可以” The optative verb “可以”
2. 复合趋向补语 Compound complement of direction
3. 电话号码的读法 The pronunciation of telephone numbers



课文二 Text 2: 后天您有空儿吗

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Are you free the day after tomorrow

注释 Notes:

1. 连动句 A sentence with serial verbs
2. 副词“正好” The adverb “正好”
3. 离合词 Verb-object compound
4. 连词“不过” The conjunction “不过”
5. 主谓谓语句 A subject-predicate predicate sentence
6. 名词“时候” The noun “时候”
7. 指示代词“这么” The demonstrative pronoun “这么”
8. 习惯用语“那就这么定了” The idiom “那就这么定了”

课文三 Text 3: 你有什么事儿吗 What's up

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注释 Notes:

1. “哪位”
2. 疑问代词“怎么” The interrogative pronoun “怎么”
辨析: “怎么”、“为什么” Discrimination: “怎么” and “为什么”
3. 疑问代词的虚指用法
Usage of indefinite reference of some interrogative pronouns
4. 动态助词“过” The aspect particle “过”
5. “还没……呢”
6. 动词“随便” The verb “随便”
7. 主谓短语作宾语 A subject-predicate phrase acts as an object
8. 12 星座 12 Zodiac Signs
9. 副词“最” The adverb “最”
10. 叹词“嗯” The interjection “嗯”
11. 能愿动词“应该”、“会” The optative verbs “应该” and “会”
12. 语气助词“的” The modal particle “的”
13. 插入语“对了” The parenthesis “对了”

14. 习惯用语“就行” The idiom “就行”
 15. 习惯用语“那就这样” The idiom “那就这样”

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**第九单元
UNIT 9**

明天天气怎么样
 What will the weather be
 like tomorrow

谈论天气
 Talking about the weather

课文一 Text 1: 明天晴天 It will be sunny tomorrow

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注释 Notes:

1. 动词“有”+ (数)量词“(一)点儿”
 The verb “有” + quantifier / measure word “(一)点儿”
2. 传统节日: 中秋节 A traditional festival: The Mid-Autumn Festival
3. 俗语“天公作美” The proverb “天公作美”
4. 介词“把”及“把”+ sb.+ V+ 结果补语
 The preposition “把” and “把”+ sb. + V + complement of result
5. 形容词“死” The adjective “死”
6. 连词“等” The conjunction “等”
7. 动词“完” The verb “完”

课文二 Text 2: 天气一天比一天冷

94

It's getting colder and colder

注释 Notes:

1. “一”+ 量词 + “比” + “一” + 量词
 “一” + measure word + “比” + “一” + measure word
2. 动词“听说” The verb “听说”
3. “比”字句 The “比”-sentence
4. 比较句: “A + 跟 / 和 + B + 一样 (+ Adj / V)”
 The comparative sentence: “A + 跟 / 和 + B + 一样 (+ Adj / V)”



课文三 Text 3: 北京的四季 Four seasons in Beijing

101

注释 Notes:

1. “越来越……”
2. 中国的长假制度 China's long-holiday system
3. 代词“各” The pronoun “各”
4. 温度的表达 The expressions of temperature

练习 Exercises

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第十单元

UNIT 10

你喜欢什么运动

What sports do you like

运动和爱好

Sports and hobbies

课文一 Text 1: 周末你打算做什么

119

What are you going to do this weekend

注释 Notes:

1. 动词兼名词“打算” The verb and noun “打算”
2. “一 A 就 B”
3. 情态补语 The modal complement
4. “一 + V + 就(是) + Q”
5. “除了……以外 / 之外 / 外, 还 / 也……”

课文二 Text 2: 您是什么时候开始打球的

125

When did you begin to play golf

注释 Notes:

1. “您几位”询问人数 “您几位” is used to inquire the number of people
2. 介词“为” The preposition “为”
3. 动量词 The measure words for actions
4. 疑问代词“如何” The interrogative pronoun “如何”
5. 代词“哪里”表示谦虚 The pronoun “哪里” indicates one's modesty
6. 习惯用语“看我的” The idiom “看我的”
7. “是……的”句 The “是……的” sentence

8. “越 A 越 B”	
9. 连词 “而且” The conjunction “而且”	
10. 介词 “通过” The preposition “通过”	
11. 副词 “再”(复习) The adverb “再”(Review)	
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第六单元
UNIT

超市和机场

Supermarket and airport



学校附近有超市吗

Is there a supermarket near the school

课文 Text	题目 Title	注释 Notes
一	学校附近有超市吗 Is there a supermarket near the school	1. “有”字句(2) The “有”-sentence (2) 2. 动词“在” The verb “在” 3. “南边”、“北边”及方位词介绍 “南边”, “北边” and an introduction of locality nouns 4. 副词“更” The adverb “更” 5. 疑问代词“怎么”(复习) The interrogative pronoun “怎么”(Review) 6. 指路的表示法 How to ask for directions 7. 副词“就” The adverb “就”
二	收银台在哪儿 Where is the cashier	1. 介词“在”(复习) The preposition “在”(Review) 2. 副词“不用” The adverb “不用” 3. 方位词“下”及单纯方位词 The locality noun “下” and simple locality nouns 4. 动态助词“着” The aspect particle “着” 5. 人称代词“自己” The personal pronoun “自己” 6. 方位词“旁边”及合成方位词 The locality noun “旁边” and compound locality nouns



三

机场离这儿远吗

Is the airport far
away from here

1. 动词“离” The verb “离”
2. 副词“大概” The adverb “大概”
3. 副词“多” The adverb “多”
4. 假设复句：“(如果 / 要是) ……的话, ……就……”

The hypothetical complex sentence: “(如果 / 要是)……的话, ……就……”

5. 副词“差不多” The adverb “差不多”
6. 疑问代词短语作定语

The interrogative pronoun phrase acts as an attribute

7. 副词“已经” The adverb “已经”
8. 表示新情况的语气助词“了₂”

The modal particle “了₂” used to indicate a new situation

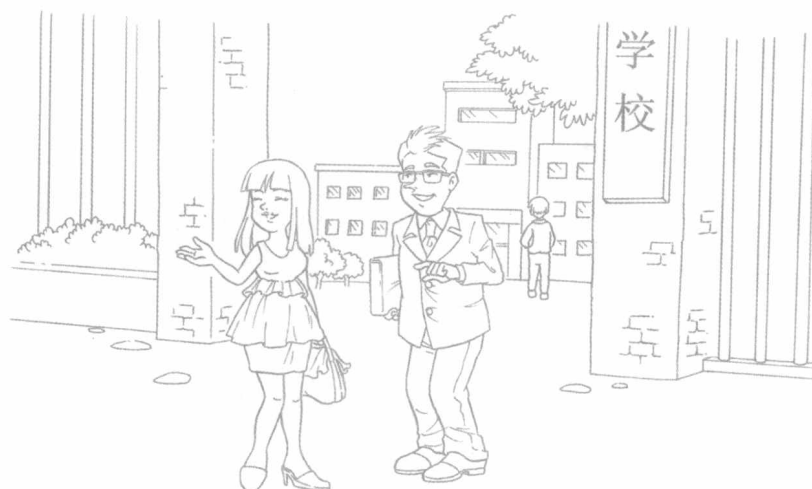
9. “没问题”
10. 能愿动词“得(děi)”

The optative verb “得(děi)”

11. 语气助词“呢” The modal particle “呢”
12. 动态助词“了₁” The aspect particle “了₁”

Xuéxiào Fùjìn Yǒu Chāoshì ma
学校附近有超市吗

Is there a supermarket near the school



Kǎ'ěr hé Lǐ Míngmíng zài xuéxiào ménkǒu.

卡尔和李明明在学校门口。

Karl and Li Mingming are standing at the gate of the school.

- Kǎ'ěr: Xuéxiào fùjìn yǒu chāoshì ma?
● 卡尔: 学校附近有超市吗?
Karl: Is there a supermarket near the school?
- Lǐ Míngmíng: Yǒu. Xuéxiào fùjìn yǒu liǎng jiā chāoshì, Jiālèfú hé Wò'ěrmǎ.
○ 李明明: 有。学校附近有两家超市，家乐福和沃尔玛。
Li Mingming: Yes, there are two supermarkets near the school: Carrefour and Walmart.
- Kǎ'ěr: Zài nǎr?
● 卡尔: 在哪儿?
Karl: Where are they?
- Lǐ Míngmíng: Jiālèfú zài xuéxiào de nánbian, Wò'ěrmǎ zài xuéxiào de běibian.
○ 李明明: 家乐福在学校的南边，沃尔玛在学校的北边。
Li Mingming: Carrefour lies to the south of the school, and Walmart the north.



Kǎ'ěr: Nǎ jiā gèng jìn?
 ● 卡尔: 哪家更近?
 Karl: Which one is nearer?

Lǐ Míngmíng: Jiālèfú.
 ○ 李明明: 家乐福。
 Li Mingming: Carrefour.

Kǎ'ěr: Zěnmē zǒu?
 ● 卡尔: 怎么走?
 Karl: How can I get there?

Lǐ Míngmíng: Guò mǎlù, yìzhí wǎng qián zǒu, dào dì yī ge lùkǒu wǎng zuǒ guǎi,
 ○ 李明明: 过马路, 一直往前走, 到第一个路口往左拐,
 jiù dào le.
 就到了。

Li Mingming: Cross the street, go straight ahead and turn left at the first crossing, and then you will see it.

Kǎ'ěr: Xièxie!
 ● 卡尔: 谢谢!
 Karl: Thanks!

生词

Shēngcí

New Words



1. 附近	fùjìn	N	near, nearby
2. 超市	chāoshì	N	supermarket
3. 和	hé	Conj	and
4. 在	zài	V	to exist, to be, to lie
5. 南边	nánbian	N	south
边	bian	Suf	suffix of location words
6. 北边	běibian	N	north
7. 更	gèng	Adv	more, even more
8. 近	jìn	Adj	near
9. 过	guò	V	to cross