

交际

英语

→ 大家说英语
系列丛书



周刚 牛晓春 编著

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English

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前言

《交际英语 2000》是一本综合性的实用英语口语书。本书的编写旨在满足社会不同层次、从事不同工作的初、中级英语读者对常用交际英语的不同需要。在编写过程中,我们力求用语生动、准确、规范并浅显易懂。为编写本书我们曾参考了大量的国内外的有关著作,在此向所有的作者表示衷心的感谢。

本书共分三大板块:日常英语、商务英语和旅游英语。每课分4个部分:1. 情景会话(6组);2. 常用句(针对每课话题常用的语言表达方式,扩展每课主题的内容,供读者灵活选用);3. 词汇、短语注释;4. 课后练习(包括多项选择、情景练习、口头翻译和话题讨论)。每课的对话和常用句均采用英汉对照形式,以便自学。

全书由周刚、牛晓春编著。在编写的过程中,得到了 Lance Porter、Paul·韩、万莉和刘力的帮助,在此深表谢意。

本书配有原声录音磁带,适合自学者练习口语听力,也适合作为英语口语培训班课堂教材使用。

限于编者水平,书中之不足甚至错误在所难免,恳请广大读者批评指正。

编者

1998年11月

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Module 1

Everyday English

1.1 Introductions and Greetings

► Introductions

Dialogue 1

A: Miss Liu, I'd like you to meet Mr. Brown. Mr. Brown, this is Miss Liu.

B: How do you do, Mr. Brown.

C: How do you do, Miss Liu.

Dialogue 2

A: Mr. Miller, have you met Mrs. Anderson?

B: No, I don't believe I've had the pleasure.

C: I'm very happy to meet you, Mr. Miller.

B: The pleasure is all mine, Mrs. Anderson.

Dialogue 3

A: I believe you're Mrs. Johnson, aren't you?

B: Yes, I am. And may I ask your name?

A: My name is Li Ming.

B: It's a pleasure to meet you, Mr. Li.

A: It's very nice meeting you, too.

Dialogue 4

A: Hello, aren't you Miss Barrett?

B: Yes.

A: I met you at the party last night, do you remember? I'm
George Green.

B: Oh, yes, that's right. It's nice to see you again, Mr. Green.

A: Nice to see you again, too. Are you doing anything special
right now?

B: Well, nothing in particular. I'm going to see a movie or
something.

A: I'm going to the movies too. Would you like to join me?

B: Okay, that's a good idea, Mr. Green.

► Greetings**Dialogue 5**

A: Hi, Bob.

B: Hi, Tom. How are you doing?

A: Fine. And you?

B: Great. What's happening with you these days?

A: Nothing much. I'm just taking one day at a time.

B: That's O. K. Everybody else does, too. See you later.

Dialogue 6

A: Hello, Mark.

B: Oh, hello, Mary. How are things going?

A: Just fine, thanks. How about you?

B: Keeping busy. And how's your business?

A: So-so.

Dialogue 7

A: Good afternoon, Mr. Smith. It's nice of you to come.

B: I'm very happy to see you again. How have you been?

A: I've never been better. And you?

B: I've been fine, too. How are all of your family?

A: Oh, they are all very well, thank you. Please sit down and make yourself at home.

● Useful Sentences

1. Allow me to introduce myself. I am Liu Li.
2. Mr. Smith, may I introduce Mr. Wang Lin?
3. May I introduce myself? I am Wei Fang.
4. Will you please introduce me to that lady?
5. May I ask your name?
6. Mr. Li, you haven't met Mr. Wang, have you? Mr. Wang, this is Mr. Li.
7. Meet Mr. Yu, Mrs. Yang, and Miss Li.
8. Excuse me, I don't think we've met before. (May I introduce myself?) My name is. . . .
9. I think this is the first time we've met, isn't it?
10. You know George Green, don't you?
11. How are you?
12. How's it going?

13. How's everything with you?
14. Good morning.
15. Good afternoon.
16. Good evening.
17. Good day.
18. Good night.
19. See you tomorrow.
20. See you.
21. So long.
22. Hope to see you again.
23. Happy to meet you.
24. Glad to meet you.
25. Pleased to know you.
26. Nice to see you.
27. It was a pleasure meeting you.
28. It was nice meeting you.
29. So-so.
30. It's a pleasure to meet you.
31. Au revoir.
32. Give my regards to your parents.
33. Please remember me to your wife.
34. Hope you have a nice trip.
35. God/Good speed.

● Words and Expressions

- introduce [ˌɪntrə'djuːs] *v.* 使相识, 介绍
- pleasure ['pleɪʒə] *n.* 愉快, 快乐, 高兴
- particular [pə'tɪkjələ] *a.* 特殊的, 特别的
- take one day at a time 过一天是一天

so-so 马马虎虎

have never been better 很好,非常好

make oneself at home 不要客气,别拘束

Brown [braʊn] 布朗

Anderson [ˈændəsn̩] 安德森

Barrett [ˈbærət] 巴雷特

George Green [dʒo:rdʒ] [grin] 乔治·格林

Bob [bɒb] 鲍勃

Tom [tɒm] 汤姆

Mark [mɑ:k] 马克

● Exercises

I. Multiple choice questions

Choose the best answer to complete each of the following questions.

- Mr. Li, I'd like you to _____ Miss Wang.
A. see B. meet C. greet
- The pleasure is _____, Mrs. Anderson.
A. yours B. all of us C. all mine
- Will you please introduce me _____ that lady?
A. for B. to C. toward
- Hi! How _____ you?
A. are B. is C. have
- Hello, Tom. What's _____ with you these days?
A. good B. happening C. been
- _____ been very busy.
A. I'm B. I've C. It's
- Please sit down and make yourself _____.
A. happy B. at home C. for good

II. Role-play

Situations:

1. Make the introduction between a foreigner named John Smith and your friend, Li Ming.
2. You are talking with Mr. Smith at a party when your friend Zhang Yu comes up. Make the introduction between them.
3. Suppose a foreign friend of yours wants to be introduced to someone you know. How might he ask for an introduction? And what would you say?
4. You meet an old friend of yours, whom you haven't seen for a long time. How would you greet each other?
5. Suppose you see your brother off at the railway station. How would you say farewell to each other?

III. Translate the following sentences into English orally

1. 王小姐,我想介绍你跟史密斯先生认识一下。史密斯先生,这位是王小姐。
——史密斯先生,你好。
2. 布朗先生,你认识安德森夫人吗?
——我想我没见过她。
3. 我想您一定是李先生吧?
——是的,我就是。请问您怎么称呼?
4. 认识你很高兴。
——认识你我也很高兴。
5. 嗨,李明。
——嗨,刘力。你好吗?
6. 你一切都好吗?
——挺好,你呢?

IV. Translate the following dialogue into English orally

李:嗨,王平。

王:嗨,李军。你最近怎么样?

李:不错,你呢?

王:非常好。

李:我好久没看到你了。你的生意做得怎样?

王:马马虎虎。你家里人都好吗?

李:啊,他们都很好,谢谢。请坐,不要客气。

王:谢谢。

李:你来看我真是太好了。

王:我很高兴能再见到你。

V. Questions for discussion

1. How would you break the ice when you are together with a stranger at a party?
2. What are the differences between the way we greet a Chinese and a Westerner?

□ 1.2 Asking the Way

Dialogue 1

A: Excuse me. Could you tell me which way Xin Hua bookstore is?

B: Yes, it's that way. You go two blocks, then turn right, It's on the corner opposite the post office.

A: Thanks. I've only been in this city two days, so I really don't know my way around yet.

B: Oh, I know how you feel. We moved here a year ago, and I

still don't know where everything is.

Dialogue 2

A: Excuse me, I'm looking for the Personnel Department.

B: The Personnel Department isn't on this floor. It's on the sixth floor.

A: The sixth floor. I'd better take the elevator.

B: When you come out of the elevator, go right. It's the first office on the left.

A: Thank you.

B: Any time.

Dialogue 3

A: Can you tell me which way I go to get to the post office?

B: Go two blocks east, turn south and it's on your right.

A: Where am I now?

B: You are near the heart of the downtown area.

A: Thanks a lot.

B: No problem.

Dialogue 4

A: Excuse me, sir. Can you help me?

B: Sure.

A: Can you tell me how to get to Tianjin Street?

B: You should take the number 1 subway.

A: Is there a station near here?

B: Yes. The station's that way. You should take the number 1 tram to Qingming Road.

A: Thank you.

B: My pleasure. Good luck.

Dialogue 5

A: Excuse me. Can you tell me which way the Conference and Exhibition Center is?

B: It's ~~that~~ way. Go straight along the road till you come to the corner. Then make a right turn.

A: To the corner, then a right.

B: Yes, walk one block and turn left. The building is about thirty meters down the road on your right.

A: Is it too far to walk? Should I take a bus? You see, I've been here just a few days. I really don't know my way around yet.

B: No, you needn't take a bus. It's not far at all.

A: Thank you very much.

B: Don't mention it.

● Useful Sentences

1. Can you tell me the way to the subway?
2. How can I find this address?
3. Excuse me, does this bus go to the park?
4. Is this the right way to the station?
5. Which is the nearest way to the sea?
6. How do I get to the post office from here?
7. Is the park close to here?
8. How long will it take me to get to the zoo?
9. Can you tell me where the museum is?
10. Does this tram run to the center of the town?
11. Which is the best way to get there?
12. What street is this? Where does it lead to?
13. What bus should I take to the bookstore?
14. Conductor, how do I change buses to go downtown?

15. Is the station far from here?
16. Where should I tell the conductor to put me off?
17. Where is the bus stop?
18. Where can I get a cab?
19. Excuse me, which street am I on now?
20. Excuse me, is this the right bus for the station?
21. Excuse me, can I get to the park on this bus?
22. Could you please tell me when the bus gets there?
23. Where can I rent a house?
24. How long is the ride?
25. Where can I repair my bicycle?

● Words and Expressions

1. block [blɒk] *n.* 街区, 街段
2. opposite [ˈɒpəzɪt] *adj.* 相对的, 对面的
3. know one's way around 熟悉周围环境
4. personnel [ˌpɜːsəˈnel] *n.* 人事部门
5. department [diˈpɑːtmənt] *n.* 处, 系, 部门, 局
6. elevator [ˈelɪveɪtə] *n.* 电梯
7. any time = my pleasure 不客气
8. conference [ˈkɒnfərəns] *n.* 会议, 讨论会
9. exhibition [ˌeksɪˈbɪʃən] *n.* 展览, 陈列, 展览会
10. subway [ˈsʌbwei] *n.* 地下铁道
11. address [əˈdres] *n.* 地址
12. station [ˈsteɪʃən] *n.* (公共汽车、火车等的) 车站
13. zoo [zuː] *n.* 动物园
14. museum [mjuːˈziəm] *n.* 博物馆, 博物院
15. tram [træm] *n.* 有轨电车
16. conductor [kənˈdʌktə] *n.* 售票员
17. cab [kæb] *n.* 出租汽车

18. rent [rent] *vt.* 租用; 出租

19. ride [raid] *n.* 骑, 乘车

● Exercises

I. Multiple choice questions

Choose the best answer to complete each of the following questions.

- Can you tell me which way I go to _____ to the post office?
A. get B. want C. go
- You should _____ the number 1 tram to Qingming Road.
A. have B. take C. meet
- Is this the _____ way to the station?
A. good B. proper C. right
- How do I get to the bookstore _____ here?
A. from B. in C. with
- How can I _____ this address?
A. find B. get C. ride
- Does this bus _____ to the museum?
A. lead B. run C. take
- Excuse me, which street am I _____ now?
A. on B. at C. from

II. Role-play

Situations:

- Someone is new in your city. He asks you how to get to the park. Tell him how to get there.
- Your friend invites you to his or her home for a party. Ask him or her how to get there by bus.
- You are a stranger in a city. You want to find a hotel, but you don't know your way around. Ask the policeman for