

高职高专教材

高职英语

应用能力训练教程

吴秀芝 赵春华 主编

ENGLISH

石油工业出版社
Petroleum Industry Press

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Applied English Training Course for Vocational College Students

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内 容 提 要

本书是供高职高专非英语专业类师生使用的教材,以“工学结合、能力为本”的职业教育理念为指导,以工作岗位英语要求和职业发展英语需求为出发点,以培养英语应用能力为核心,以培养职场交际能力为目标,以培养语言实践能力为主线,遵循语言学习规律,把语言知识的输入、语言技能的学习和语言能力的输出进行有机的结合,采用任务驱动、情境教学和项目教学模式。本教材体现了高职英语课程的实用性、职业性和实践性。

本教材包括7个模块,每个模块为一个特定的英语应用能力训练内容,涉及若干个典型的英语交际情境。在每个情境中,给学生提出相应的学习任务,并为学生完成任务提供了所需的帮助,如交际文化常识、会话样例,词语释义及常用的表达语句等。此外,在每个模块中还设计了有助于提高学生英语综合能力的听、说、读、写、译的练习。

图书在版编目(CIP)数据

高职英语应用能力训练教程 / 吴秀芝, 赵春华主编.
北京: 石油工业出版社, 2011.9
(高职高专教材)
ISBN 978-7-5021-8680-7

I . 高…
II . ①吴… ②赵…
III . 英语 - 高等职业教育 - 教材
IV . H31

中国版本图书馆 CIP 数据核字 (2011) 第 187201 号

出版发行: 石油工业出版社
(北京安定门外安华里 2 区 1 号楼 100011)
网 址: www.petropub.com.cn
编辑部: (010) 64251362
发行部: (010) 64523620

经 销: 全国新华书店
印 刷: 北京华正印刷有限公司

2011 年 9 月第 1 版 2011 年 9 月第 1 次印刷
787×1092 毫米 开本: 1/16 印张: 15
字数: 350 千字

定价: 30.00 元
(如出现印装质量问题, 我社发行部负责调换)
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前言

Preface

《高职英语应用能力训练教程》是根据教育部颁布的《高等职业教育英语课程教学要求》和高职学院人才培养方案编写而成。《高职英语应用能力训练教程》的编写目的是培养学生的英语应用能力，使学生掌握其语言的基本技能，具备用英语处理日常生活事务的能力，能借助词典阅读和翻译有关生活的信息资料，在涉外交际的日常活动中能用英语进行有效的口头和书面交流。同时，使学生掌握科学的学习方法，增强自主学习能力，提高综合文化素养，为他们提升就业竞争力及今后的可持续发展打下良好的基础。

教材的结构

本教材包括7个模块，每个模块为一个特定的英语应用能力训练内容，涉及几个典型的日常英语交际情境，每个情境给学生提出相应的任务，提供了对话样例及常用的表达语句。此外，在每个模块中设计了形式多样的听、说、读、写、译的练习。

每个模块分为5个部分：

—— *Scenes and Tasks*。本部分是根据典型的日常生活英语交际情境为学生设计特定的学习任务，用任务驱动学生的学习动机，激发兴趣，明确学习目的，注重培养和发挥学生的主动性和创造性，通过情境学习达到学习目标。

—— *Cultural Tips*。本部分为相关的西方文化常识介绍，提供相应的文化信息。目的是让学生更好地了解西方国家有关方面的生活习惯，认识中西文化的差异，提高跨文化交际能力，做到能用地道的英语从事日常交际活动。

—— *Sample Dialogues*。本部分是为帮助学生完成特定的学习任务所提供的英语会话样例，语言地道，会话生动，内容丰富而实用。学生通过该部分的学习和模仿从而达到熟练应用。

—— *Useful Expressions*。本部分是相关的交际情境常用的英语表达语句，英汉对照，内容详尽，为帮助学生完成特定的学习任务提供更多的帮助和指导，为学生的自主学习提供了有利的条件。

—— *Practice*。本部分是为帮助学生完成特定的学习任务所设计的强化训练，包括听力、口语、翻译、写作、阅读等方面的练习。通过强化训练，学生能够有效地提高英语实际表达的熟练程度。

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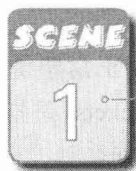
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Air Travel



Booking Airline-Tickets

Task

Imagine you are planning to take a trip outside of the country. What information would you need to know about the flight, and what questions would you need to ask? Work in small groups to come up with different scenarios you could expect when booking an airline ticket. Make a dialogue from your scenario.

Cultural Tips

1. 什么时间预订机票比较合适?

预订越早越好。因为乘客所希望预订的航空公司的国际航班机位是有限的，预订越早越有利于乘客订到座位。

2. 预订以后，什么时间付款买票?

航空公司一般把乘客的预订记录保留到起飞前 7 天以前。航班起飞前 7 天以内，航空公司不为任何乘客预订保留座位，航空公司要把余下的座位卖给其他的乘客。

3. 航空公司的票价等级是如何划分的?

航空公司的票价一般分为头等舱 (first class)、公务舱 (business class) 和经济舱 (economy class) 三种等级。

4. 什么是机票的再确认手续?

按照国际航空惯例, 对于往返和联程机票, 如果在某地停留时间超过 72 小时, 无论是否已订妥后续航班机位, 客人都需要提前至少 72 小时在该地办理后续航班的机位再确认手续。一般方法是: 打电话给航空公司告知是否按时乘坐后面航班继续旅行。否则, 航空公司有权取消机位。

5. 什么是国际机票的机场税?

国际机票的机场税是国外机场收取的税费, 要求旅客在购票时一起付清。具体的税项及金额打印在机票上作为凭据。是否要交机场税以及机场税的多少是由乘客所去国家和城市决定的。国际机票的机场建设费 (Airport Construction Fee) 和机场税 (Airport Tax) 不是一回事, 由乘客在机场交纳。旅客最好在询价时问明报价是否含机场税并要求书面确认报价。

6. 什么是正价票与特价票?

正价票 (Full-price tickets) 是指旅客购买的是航空公司正常票价, 允许进行签转和更改, 一年有效。此类价格高于特价票。特价票 (Special tickets) 是指旅客购买的是航空公司特殊优惠票价, 不允许签转, 有很多限制条件, 有效期各异, 但较便宜。

7. 什么是“OK”机票和“OPEN”机票?

购买机票和预订座位是两个相互紧密相关但又不可等同的概念。也就是说, 旅客买机票和买火车汽车票不一样, 买了机票, 不等于就买了座位。所以购买机票后, 还必须预订座位。凡是确定好座位的机票, 都被称为“OK”票。旅客持有确定好座位的机票, 即可按上边的日期和航班号登机启程。

“OPEN”机票是相对“OK”机票而言的。凡是机票上的没有确定起飞具体时间, 即没有预订妥座位的有效机票, 都被称为“OPEN”机票。也就是说, 购买机票而未预订座位, 是不能登机的。只有既购买了机票, 又确定妥座位才能登机。对于初次出国人员来说, 搞清“OK”机票和“OPEN”机票的区别, 是十分必要的。

Help: You may use some parts of the dialogues below.

Sample Dialogues

Dialogue 1

A = Traveler B = Clerk

A: I want to fly to Beijing on Wednesday.

B: Let me see what's **available**.

A: Can you get me an evening **flight**?

B: There is a flight leaving at half past eight.

A: That's fine. What time do I have to be at the airport?

B: The check-in time is at six.

Dialogue 2

A = Clerk B = Traveler

A: Good afternoon, China **Airlines**, **Domestic** Reservations. Can I help you?

B: Yes, I'd like to make a **reservation** to Beijing for tomorrow.

A: We have flights to Beijing every two hours from 7:00 a.m. to 9:00 p.m., so you don't need a reservation. Seats are available on a first come, first served basis.

B: Oh, that's very convenient.

Dialogue 3

A = Traveler B = Clerk

A: I'd like to **book** a ticket to Shanghai.

B: When would you like to fly?

A: As soon as possible. Do you have a flight tomorrow?

B: I will check, please hold on. I'm sorry we're all booked for tomorrow. Can I book you a ticket for the 3rd of September?

A: That will be OK.

B: How many people are there in your party?

A: Just me this time.

B: Will you be flying first class, business, or **economy**?

A: Economy class will be fine.

B: Round trip or one way?

A: I would like to book a one way ticket.

B: How would you like to pay, in cash or by credit card?

A: I would like to pay by check.

B: I am sorry, we do not accept check.

A: I'll pay by credit card then.

B: Great. What name shall I put the reservation under?

A: Lucy Green.

B: You're all set, Ms Green.

A: Thanks a lot.

B: It's my pleasure.

Dialogue 4

A = Clerk B = Traveler

A: Hello! This is Air China Booking Office.

B: Hello! I'd like to **confirm** my flight reservation.

A: May I know your flight number, please?

B: It's flight CA169, which leaves Beijing at 8:00 a.m. on January 20th.

A: Oh, yes. That's our **regular** flight to Nanchang. Your name, please.

B: My name is Wang Li.

A: Yes, here you are. You're flying in economy class. Is that right?

B: Oh, no. I'm sure I made a reservation for a first-class ticket.

A: Let me check. Now, your ticket is in order. Thank you for calling to reconfirm.

B: I'm glad I called to check, I don't want to lose it.

A: Quite right. If you don't confirm, the reservation will be cancelled 72 hours before the **departure** time. In order not to miss your flight, I think you should pick up your ticket as early as possible.

B: Ok. I will.

New Words and Phrases

airline ['eələin] <i>n.</i>	航空公司; 航线
available [ə'veiləbl] <i>a.</i>	可利用的; 通用的
book [buk] <i>n. & vt.</i>	书, 书籍; 预定
confirm [kən'fə:m] <i>vt.</i>	证实, 肯定; 批准
departure [di'pɑ:tʃə] <i>n.</i>	离开, 出发, 起程
domestic [də'mestik] <i>a.</i>	本国的; 家庭的
economy [i'kɒnəmi] <i>n.</i>	经济; 节约, 节省
flight [flait] <i>n.</i>	航班; 飞行
reservation [rezə'veiʃən] <i>n.</i>	预定, 预订
regular ['regjulə] <i>a.</i>	规则的; 整齐的

Useful Expressions

Traveler

1. Are there any direct flights from Beijing to Paris?
从北京到巴黎有直达的航班吗?
2. I prefer travelling by the quickest route.
我想坐最快路线的航班。
3. Are there any flights available tonight?
今晚还有哪趟航班有座?
4. Can you tell me whether Flight No.316 from Toronto will arrive on time?
我想问一下从多伦多飞来的 316 航班是否会准点到达?
5. We have a flight going there every day. Which day would you prefer?
每天都有去往那里的航班。你想乘坐哪一天的航班?
6. I'd like to make a reservation going to Paris on June the 19th.
我想预订 6 月 19 日飞往巴黎的飞机票。
7. Is there a non-stop flight to Beijing on Saturday?
星期六有直飞北京的班机吗?
8. What's the flight number and departure time?
航班号和出发时间是多少?
9. Could you reserve a seat for me?
你能为我预定一个座位吗?
10. When will the next flight to Shanghai leave?
下一个去上海的航班什么时候出发?
11. How much is the ticket?
票价是多少?
12. I want to know the luggage allowance.
我想了解一下行李的重量限制是多少。
13. I'd like to confirm my plane reservation.
我想确认一下我的航班预订情况。
14. Is it possible to change my booking to the day after tomorrow?
能不能将我的订票改到后天?
15. How many days in advance can I book an air ticket?
我可以提前多少天预订飞机票?
16. Is it possible to have a stopover at Changsha?

中途可以在长沙停留吗?

17. What is the departure time of the morning flight?

上午的航班几点起飞?

Booking Agent/ Travel Agent

1. Sorry, we have only first class left.

很抱歉,我们只剩下头等舱的票了。

2. We are all sold out for tomorrow.

我们刚刚售完明天的票。

3. You are all set.

您的一切都办妥了。

4. Your seat is confirmed.

您的座位已确认过了。

5. I have confirmed your flight.

我已为您确认了航班。

6. Sorry, it's fully booked. Would you like me to put you on the waiting list?

抱歉,都订满了。要不要将您列入候补名单?

7. Aisle or window seat?

过道边上的座位还是靠窗的座位?

8. I'll have the ticket sent to you.

我会让人把机票给您送过去。

9. There are still seats available.

仍有空位。

10. You don't need a reservation.

您不必预订机票。

11. Which would you prefer, first class or economy?

你想要头等舱还是经济舱?



Check-in Procedures

Task

One of the first things you will need to do when you arrive at the airport is to check your luggage for your flight. Think about the different people you will need to converse with at the airport. Discuss what you might say to them and what questions they might ask you. In a group, create several different dialogues you would have with these individuals.

Cultural Tips

1. 至机场办理登机时间

国际航班一般须提前 2 ~ 3 小时到达机场办理登机手续, 航班起飞前 1 小时或 30 分钟停止办理 (具体每个航空公司办理登机截止时间各有所不同, 详情可致电相关航空公司确认)。

2. 办登机手续的过程

(1) 换登机牌。找到相应柜台, 将机票、身份证交给机场值机人员。如果你有大件行李, 就在这里托运, 要注意托运的行李不要夹带违禁物品。在这之后, 值机人员会将机票的旅客联、登机牌、行李票, 身份证退回给你。

(2) 过安检。到安检通道, 通道口有个安检柜台, 你将机票的旅客联、登机牌、身份证交给安检员, 安检员审核没问题会在登机牌上面盖章。然后过安检门, 随身带的物品要从安检门旁的 X 光安检机过去, 你自己要从安检门通过。安检没问题就进候机厅。

(3) 候机。通过安检后, 看看你登机牌上面会标明你的航班在哪个登机口登机, 找到与登机口对应的候机厅, 在那里等后广播通知登机。

3. 航空公司的免费托运行李规定的标准

美国、加拿大航线: 可免费托运两件行李和允许随身携带一件手提行李。托运行李每件重量不得超过 32 千克, 每件最大三边之和不得超过 158 厘米。其它所有航线: 可免费托运一件行李和允许随身携带一件手提行李, 托运行李的重量为经济舱 20 千克, 公务舱 30 千克, 头等舱 40 千克。随身携带一件手提行李最大重量一般为 5 千克, 最大三边之和 113 厘米 (不分航线)。托运及携带行李重量各航空公司可能有例外情

况，详情向相关航空公司查询。

登机手续办完后，你的身份证和机票、行李申报小票、登机牌会一并返还给你。然后你就到离境口等待广播你的航班。

Help: You may use some parts of the dialogues below.

Sample Dialogues

Dialogue 1

A = Traveler B = Officer

A: Excuse me, Miss. I'm a **transit passenger** for Flight No.207. Can you tell me where to go?

B: Let me see. Your plane leaves from gate 12. You should go to Gate12 to board your plane.

A: Where's Gate 12?

B: Take the **escalator** over there and turn left, you'll see the sign.

A: Thank you very much.

Dialogue 2

A = Officer B = Traveler

A: Good morning. May I see your ticket and passport, please ?

B: Here you are.

A: Thanks. Please put your baggage here. I'll check it through.

B: No problem.

A: How many pieces of **luggage** do you have?

B: Only one.

A: Please put your luggage on this scale.

B: Ok. Is the flight on **schedule**?

A: There will be a 10-minute **delay**, so your flight will be **boarding** in about an hour.

Dialogue 3

A = Officer B = Traveler

A: Can I help you?

B: Is this where I pay the airport **tax**?

A: Yes, sir. How many?

B: I'm sorry, but I've never done this before. How many what?

A: How many people are you paying the tax for?

B: My wife and I. It's just the two of us.

A: 100 *yuan* each, 200 *yuan* for the both of you.

B: Oh, OK. Here's 200 *yuan*.

A: Here are your **receipts**.

B: Thanks. What do I do now?

A: Just give these receipts to the lady at the door to **immigration**. Don't worry. She'll ask for them from you.

B: Oh, it's a bit **confusing**.

A: We are all the same the first time we travel overseas. You guys have a nice trip.

B: Thanks a lot.

New Words and Phrases

board [bɔ:d] <i>v.</i>	上(船、车等)
confusing [kən'fju:ziŋ] <i>a.</i>	混淆的, 混乱的
delay [di'lei] <i>vt.</i>	推迟; 耽搁; 延误
escalator ['eskəleitə] <i>n.</i>	电动扶梯
immigration [imi'greiʃən] <i>n.</i>	外来的移民, 移居入境
luggage ['lʌɡidʒ] <i>n.</i>	行李; 皮箱, 皮包
passenger ['pæsɪndʒə] <i>n.</i>	乘客, 旅客, 过路人
receipt [ri'si:t] <i>n.</i>	收条, 收据
schedule ['skedʒu:l] <i>n. & v.</i>	时间表, 计划表, 议事日程; 预定, 制...表, 安排
tax [tæks] <i>n.</i>	税, 税款
transit ['trænsɪt] <i>n.</i>	经过, 通行

Useful Expressions

Check-in Clerk

1. May I have your ticket and passport, please?
请出示您的机票和护照。
2. Here is your ticket and passport, and here is your boarding pass and baggage checks.
这是您的机票和护照, 这是您的登机牌和行李牌。
3. Please show your passport at the counter.

请到柜台出示您的护照。

4. Carry on baggage does not need to be weighed.
手提行李不用过磅。
5. Please go upstairs and proceed through the security check and immigration.
请上楼通过安全检查并办理出境手续。
6. I have to check your bag before you go on board.
在您登机前我得检查一下您的包。
7. Your luggage checks are attached to the ticket cover.
您的行李牌贴在机票的背面了。
8. Do you have any baggage to check in?
您有行李要托运吗?
9. Please put your two pieces of baggage on the conveyer belt one by one.
请您把两件行李一件一件地放在传送带上。
10. These are your baggage checks.
这些是您的行李提单。
11. Please put the baggage on the scale.
请把行李放在磅秤上。
12. Your luggage is all checked in. The other bags may be carried on the plane with you.
您的行李托运手续已经办妥, 其余的东西可以随身携带。
13. Boarding is delayed.
登机推迟了。

Traveler

1. Tell me the gate number, please.
请告诉我登机口号码。
2. Where is Gate 2?
2号登机口在哪里?
3. When will the flight begin boarding?
航班什么时候开始登机?
4. How much carry on luggage am I allowed?
我可以带多少件手提行李?
5. Is this the line for the flight to Shenzhen at 3:15 pm.?
下午3点15分飞往深圳的航班是在这排队吗?
6. Where should I go after checking in?
办完登机手续后我应往哪里走?

7. Which way is the security check counter?
哪个是安全检查的柜台?
8. Could you show me how to fill in the declaration?
您可以告诉我怎样填写申报表吗?
9. Could you tell me how to fill in this form?
请告诉我如何填写这张表格?
10. Here is my ticket.
这是我的机票。
11. I have a bag to check in.
我有件行李要办托运手续。
12. Where is the check-in counter?
托运行李的柜台在哪儿?
13. What should I do with my checked luggage?
我应该怎样处理我已托运的行李?
14. I'll take them out as carry-on baggage.
我要把他们拿出来作为手提行李。



Getting Aboard a Flight

Task

Flying for the first time is always a nervous yet exciting experience. What do you do when you enter the plane? Where do you sit? What do you do if you get sick while flying? While we hope for the best, one should always be prepared for any situation. Work with a partner and come up with questions you might have when you're on the plane, then take turns acting out different scenarios using those questions.

Cultural Tips

1. 登机

听到登机广播后，你就到登机口将登机牌交服务人员，服务人员从登机牌撕下一部分，其它部分交还给你，你可持登机牌上飞机。

2. 找机上位置

登机牌上标明有你的位置，例如 5D、11C，其中数字代表第几排，A、B、C、D、E、F 这些字母代表座位位置。飞机上的座位号标在放行李的舱壁（座位上方）。找到你的位置坐下，扣上安全带，起飞前关掉手机。

3. 餐饮

在飞行时，航空公司有免费饮料派发，长航线如在进餐时间，会有免费餐食供应，短航线多仅派发点心。

4. 到达目的

飞机到达目的站后，如果你有托运行李，记得去取行李，在出口的通道上会有取行李的地方。

5. 如何拥有舒适的乘机旅行？

(1) 穿几层宽松，舒适的衣服，以方便根据气温的变化增减衣物。飞机上冷气通常开得很大，所以应再多带点衣物。

(2) 带齐飞行中你会用到的东西，包括书、杂志、立体声耳机等，把它们放在一个小包里。

(3) 在飞机起飞和着陆时咀嚼口香糖，可避免海拔高度变化引起的耳部不适。