



普通高校“十二五”规划教材·国际经济与贸易系列

国际贸易实务

(英文版·第二版)

Practice of International Trade
(Second Edition)



谢桂梅 ◎ 编 著



清华大学出版社



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内 容 简 介

本书有三大特色使其脱颖而出：其一是形象生动的图表和说明，简洁易懂；其二是丰富多样的练习和参考答案，为广大读者提供了方便快捷的学习辅助；其三是对每个章节的术语都标注了音标，方便读者口语表达，考虑了语言和技能的综合应用。另外，本书附有较多的新闻信息、案例和样本，提供了丰富的知识内容，具有很高的参考价值。本书主要内容包含当前国际贸易概况，国际贸易的程序，合同的标的(包括商品名称、商品质量、商品数量、商品包装等)，国际贸易术语，国际支付(包括国际支付的各种方式、工具、信用证等)，国际货物运输(包括铁路、公路、水运、航空、邮政、管道等)，商品的检验、索赔、不可抗力 and 仲裁，商业合同的签订和执行，国际协议和机构，关税和非关税壁垒以及国际贸易中的新发展——电子商务等。

本书适用于各高等院校的专科生、本科生，以及有志于从事国际贸易实际业务的各类外贸人员。由于本书包含丰富的语言知识和专业知识，也适合国际经贸专业的研究生双语阅读拓展。同时，也是广大国际贸易双语教师的首选专业教材或参考资料。

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PREFACE

The real cost of reading a book is the time spent on it, not the price we pay. Hence, buy a real book which is worthy of committing our time to.

—Author of the book

With the step of global integration, international trade has been undertaking a significant and somewhat leading role in integrating the world economy. In order to promote the living standard and welfare of the people around the world, international trade booms. Though there currently are a lot of books on practice of international trade at home, few English books were written and geared to the trend of bilingual teaching.

This book focuses on the main procedures of foreign trade, illustrating systematically every topic-centered chapter by giving the most important and practical knowledge and vivid examples. On the basis of the current foreign trade situation in China, the book covers 10 chapters, including brief introduction of international trade, theoretical background, e-commerce business, business contract, terms of trade, description of goods, international payment, letter of credit, cargo transportation, insurance, inspection, claim, Force Majeure and arbitration, the importing and

exporting procedure, international organizations and protectionism etc. The main task in each chapter is to introduce the commonly used and customized international conventional practice in China, and list clearly and logically different aspects of the topic.

Just as the traditional course of *Western Economics* covering two scopes: microeconomics and macroeconomics, this book also covers two aspects: micro-level and macro-level. Chapters 1, 2, 9, 10 are macro, while chapters 3, 4, 5, 6, 7, 8 are micro. In fact, in international trade, having the only knowledge on how to conduct trade is far from necessary. Especially for students of English major, they even could not continue their study if they could not have a knowledge of some profound economic theory. Because of this, in the first chapter, there are forms of international trade, modes of international trade, the present situation of international trade and new development of international trade—e-commerce business, which can be seen as the warm-up components in practice of international trade to provide fundamental basis for the whole course.

Features of the book are as follows:

1. Vivid diagrams and tables

There are quite a lot of diagrams and tables which help to enhance the understanding of both the theory and practice. They are concise and time-saving in studying.

2. Diversified and practice-oriented exercise

One of the characteristics and advantages of this book which distinguish the book from others is that it designed and developed very colorful and content-related exercise to consolidate and clarify the knowledge points in a very interesting way. A great diversity of colorful exercises including questions, multiple choice, true or false exercise, and case study are ready there waiting for you to solve. No other books can compete in this aspect.

3. Words and phrases with phonetic symbols

During years of classroom instruction, the author finds that it is comparatively easy to master the content than to express them fluently and correctly. The obstacles include wrong sentence patterns and awkward and wrong stress in words. The phonetic symbols can help to solve the problem to some degree.

4. Combination of language study and speciality

That's the very purpose of the book. Many learners who have a great deal of

knowledge find that they could not express their knowledge in English, while people who have a good command of English know nothing about the knowledge of international trade. A combination of language and speciality could offer learners both standard language and necessary speciality.

Though many students are overloaded with a lot of information about the social world around us, when referring to a certain subject, they are somewhat uncertain about our economic society from the perspective of international trade. For example, I find some students don't know how an economy of a country performs and what contribute to the development of a whole nation. In a broad sense, my advice here is that the students should know something about macroeconomics before studying the subject. In a word, international trade, or foreign trade from the perspective of one particular country, is a contributor to the development of China and the world.

Luckily, we have easy access to a lot of Chinese and international websites and magazines about the international trade. Readers can find more information from the latest versions such as *International Trade*, *Journal of International Trade*, *Finance and Trade Economics*, *Intertrade* and from some websites like <http://www.iccwbo.org/>(International Chamber of Commerce), <http://www.wto.org/>(World Trade Organization), <http://www.cisgac.com/>(CISG Advisory Council), <http://unctad.org/en/Pages/Home.aspx> (United Nation Conference on Trade and Development), <http://www.itrade.org.cn/>(Journal of International Trade), and <http://www.ccoic.cn/>(China Chamber of International Commerce), etc. With all these advantages, everybody can benefit much from these resources.

Here, I want to express my sincere appreciation to my editor, Ms. Liang, who devoted her time to the review of the second edition. Many thanks go to my family who helped and encouraged me a lot in freeing me and sparing me from a lot of chores. All the mistakes and errors are from the author and your advice is welcome to xieguimei@bwu.edu.cn.

前言

衡量读书的成本不是价格,而是时间,所以我们应该买值得投入时间阅读的书。

——作者

随着中国卷入世界经济的步伐逐步深入,国际贸易作为一门普及型科目的时代已经来临。经济一体化的过程中,个人正享受着一体化所带来的种种便利,而国家无论是出口还是进口,都在世界经济舞台中发挥越来越积极、越来越重要的角色。英语作为全球通用的语言之一,在国际贸易中发挥了文化软实力的重要作用。新时代科技和经济的发展要求我们立足国内,面向世界,以全球视角用国际语言参与世界经济和贸易的每一个环节。

这本《国际贸易实务》(英文版)结合了当前的外贸形势,呈现了从中国角度出发的贸易的实务方面。随着双语教学的开展,笔者发现很难找到一本适合的英语教材,现存的双语教材既不能从知识的宽度上给学生以整体的把握,比如涵盖的知识点较少,又不能从内容的深度上让学习者具备基本的国际贸易业务知识。另外,在练习的设计上,几乎没有一本英语教材有丰富多样的课后练习,不利于知识的巩固和强化。即使有练习,也仅局限于回答问题和案例分析等一些传统题目。因此,本书除部分传统习题形式外,还增加了判断题和选择题,重点考查学习者对文中内容的掌握程度。另外,尽管国外有不少国际贸易教材,但是这些教材大都附属在世界经济科目下。因此,国内出版社在引进西方原版教材时,要么把国外原著中的部分章节进行节

选、整理,呈现给国内读者,要么引用原版教材,但其中的内容却大多与管理类相关。况且,各国的贸易实践不同,国家情况不同,立法和体制不同,比如中国和美国、英国等国的对外贸易法、保险法等都存在很多差异,拿国外的原版教材直接使用面临种种问题,尤其是实务部分。而本书结合了国内的现状和国际现状,比较符合中国的特色和现实。除此之外,本书有自己鲜明的特色:

1. 设计形式多样的练习和丰富的案例:设计的练习突破了形式单一、内容涵盖面少的缺点,力求形式丰富、涵盖面广,重点考查基本知识和章节知识的连贯性。这也是本书区别于其他教材的一大特色,既方便学习者自测,又方便教师授课。

2. 提供直观形象的图表和表格:一图胜千言,如贸易术语图表和表格、保险图表,既形象又生动,通俗易懂。

3. 标示专业术语和音标:专业术语有助于读者了解各章内容。根据授课经验,部分读者对术语的发音不准确,给交流造成了较多障碍,因此,本书特别给所有单词标注了音标。

4. 强调专业和语言特色:书中的知识点克服了英文教材的缺点,既没有牺牲知识的深度和广度,又方便学习者全面理解基本的国际贸易实务内容。

5. 新增电子商务一节:国际电子商务的广泛发展使国际贸易具有了更多网络时代的特色。

6. 以合同内容为顺序排列章节:以外贸合同中的内容安排章节,自然合理,包括合同的标的物、术语、国际支付等,同时微观和宏观相互印证,使读者对实务有深刻的理解,见下页图示。

本书的内容包含当前国际贸易概况,商业合同的签订和执行,合同的标的(包括商品名称、商品质量、商品数量、商品包装等),国际贸易术语,国际支付(包括国际支付的各种方式、工具、信用证等),国际货物运输(包括铁路、公路、水运、航空、邮政、管道等),商品的检验、索赔、不可抗力 and 仲裁,国际贸易的程序,国际协议和机构,关税和非关税壁垒,第一章中还增加了最新的电子商务等内容。

书中通过翔实的举例、形象的图表对各个知识点进行介绍。部分内容参考了国内外部分书籍(见参考文献)和网站:www.iccwbo.org/(国际商会),www.unctad.org/(联合国贸易和发展会议组织),www.wto.org/(世界贸易组织),www.mofcom.gov.cn/(中华人民共和国商务部),www.cietac.org/(中国国际经济贸易仲裁委员会)等资料和其他中外企业和跨国公司的网站,如www.cosco.com/(中远航运集团),www.zodiac-maritime.com/(英国 Zodiac 航运集团)等。



需要说明的是,有些大学将本书作为国际经济与贸易专业的双语指定教材,也有将其作为英语专业(商贸方向)中经贸课程和商务英语专业的支撑教材或参考教材。因此,本书适用于各高等院校的专科生、本科生,适用于有志于从事国际贸易实际业务的各类外贸人员,适用于科研机构 and 高等院校经贸、商务英语专业的双语教学。同时,由于本书包含丰富的语言知识、专业知识,也适合国际经贸专业和商务专业的研究生进行阅读。

笔者的教学实践证明,学习者对国际贸易实务知识的掌握和语言能力的提高相互促进,高年级学生从中得到了良好的学习效果。

在本书的编写过程中,我得到了全家人的帮助,他们都给予了极大的精神支持。另外,还有责任心极强的清华大学出版社编辑梁老师积极审稿,使本书得以顺利再版,在此一并感谢。

期望本书能为读者带来全面深入的知识和愉快的阅读体验。有关 PPT 教学课件和其他事宜,请直接与作者联系: xieguimei@bwu.edu.cn。书中内容如有疏漏之处,恳请各位读者斧正。

谢桂梅
北京物资学院
2015年3月

第三版出版说明

承蒙读者厚爱,本书得以再版。本书作者更认为这是对本书第二版内容要求更高的动力。因此,第二版在目录、图表、练习、案例、语言表达、章节顺序、内容等方面作了认真而全面的修订和更新。此外,随着世界经济的发展,国际贸易有了新发展,我们对国际贸易的地位和作用有了更加理性和成熟的认识。2010年国际商会对某些贸易术语进行了小幅度修订,电子商务在国际贸易中发挥越来越重要的作用,使之有必要再版。在教学过程中,作者不断审阅、打磨书中内容,使之更贴近读者,更方便阅读,让改版具有了文字和内容基础。虽然是再版,但笔者仍感学力才识不足,疏漏之处在所难免,恳请各位同行专家批评指正。

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