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# 高鹏高专制统高专

(学生用书)

主编 谢天麟 李红英













## 时代快车——高职高专涉外英语①

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## 前言

"时代快车高职高专涉外英语"系列教材,是广州涉外经济职业技术学院与 广东高校教材研究中心专门为国内高职高专英语学习者编写的一套教材,旨在为 学生提供一条快速掌握"听懂会说"外语学习技能的路径。

语言学习必始于听、说,而后逐步渗透到语言学习的深层之中。正如英文书名 TIME EXPRESS 所示,这套系列教材提供了当代涉外潮流语境中的真实英语言语,通过以"听懂会说"为学习英语的基本技能和主导技能,在"言语"中反复操练,以此提高学生在实际生活中使用英语进行口头交流的能力。

"听懂会说"作为学习外语的基本技能和主导技能,这在广州涉外经济职业技术学院的教学实践中得到了较好的验证,并形成了一种教学风格和学习习惯,学习者从而获得了一种"学习英语,我志在必成"的信心;同时,编者还认为,此种学习方法必将为高职高专学生的终生学习、工作、生活和个人发展奠定良好的基础。

本套教材共分三册(可每学期使用一册),每册由主文字教材及录音材料构成,核心部分是贴近时代生活实际的会话及短文,加之听力实践与反复练习;辅文字教材则由针对高职高专英语A级应用能力目标训练的练习册组成,在词汇、语法、阅读、听力等方面提供了进一步实际演练的资料。学生完成三册的学习,可达到高职高专英语A级应用能力水平。

《时代快车——高职高专涉外英语1》为该系列教材的第一册主文字部分,编者充分考虑到高职高专学生的学习特点,尽量使得本书内容丰富,听力、会话的练习量大;编排与版式力求新颖美观。

本套教材基本适合涉外英语专业学生学习与生活的需求。

我们衷心感谢广东高校教材研究中心的同仁,他们为本系列教材的尽早面世做了大量卓有成效的工作。

由于编者水平有限,时间仓促,如有疏漏之处,恳请广大读者批评指正。

主编 谢天麟 2008年7月29日于广州

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## Unit 1

Getting to Know People



## SECTION 1-Listening

1.1 Listen and complete the conversations.



| Conversation 1                                     |        |
|--|--------|
| A. Dieter, can I introduce you to                  | 1 José |
| Corra? José,2 Dieter Hann.                         |        |
| B. Pleased to meet you.                            |        |
| C3.  |        |
| A. José is the manager at our office in Barcelona. |        |
| Conversation 2                                     |        |
| A4 myself?   | 5 is   |
| Pietro Zenari.                                     |        |
| B. Hello. Nice to meet you. I'm Jackie Pons.       |        |
| Conversation 3                                     |        |
| A. Lisa,6 Marcel Tullier? Marcel,                  |        |
| 7 a colleague of mine, Lisa White.                 |        |
| B 8, Lisa  | 9.     |
| C. Hi, nice to meet you too Marcel                 |        |

1.2 (a) Europa is a magazine about life in Europe today. Listen to the first part of an interview with Isabelle Segura for the magazine. Complete the profile.

| PR                      | OFILE            |             |
|-------------------------|------------------|-------------|
| Name (Isabelle Segura)  | Marital status ( | )           |
| Country ( )             | Children(        | )           |
| Hometown ( )            |                  |             |
| Place of work (         |                  |             |
| Job ( lawyer )          |                  |             |
| Company ( Landwell )    |                  |             |
| (b)Listen to the interv | iew again. Comp  | lete the    |
| questions.              |                  |             |
| 1) First,               |                  | from?       |
| 2) Where                |                  | live?       |
| 3)                      |                  | _ in Paris? |
| 4) What                 |                  | do?         |
| 5)                      |                  | single?     |
| 6)                      | any              | children?   |
| 7) How old              |                  | ?           |



1.3 Listen to the second part of the interview with Isabelle. Complete the information about her day in the chart below.

| A typical day       | Corrado           | Isabelle  |
|---------------------|-------------------|-----------|
| I get up at         | 4:30 a.m.         | 6:45 a.m. |
| I leave home at     | 6:00 a.m.         |           |
| I go to work by     | train or car      |           |
| I arrive at work at | 7:00 a.m.         |           |
| I finish work at    | 6:00 or 6:30 p.m. |           |
| I get home at       | 7:00 or 7:30 p.m. |           |
|                     |                   |           |



#### 1.4 Listen to Isabelle and Corrado. Tick ( $\sqrt{\ }$ ) the things they do in the evening and at weekend.

| Evening/weekend activities | Isabelle     | Corrado      |
|----------------------------|--------------|--------------|
| watch TV                   |              |              |
| relax                      | $\checkmark$ |              |
| have dinner                |              |              |
| go for a walk/walks        |              | $\checkmark$ |
| go to the gym              |              |              |
| go shopping                |              |              |
| read                       |              |              |
| play computer games        |              |              |
| go cycling                 |              |              |
| go swimming                |              |              |
| invite friends over        |              |              |
| have parties               |              |              |



## SECTION 2-Speaking

#### 2.1 Learn the sentences about Greetings and Goodbyes.

#### **Greetings**

Good morning/afternoon/evening.

Hello.....

Hi.....

It's good to see you again.

How are you?

How's the family?

How's everything?

It's nice to be here again.

Very well, thanks. And you?

Fine, thanks.

I enjoyed meeting you, too.



It was nice meeting you.

It was great seeing you.

Have a good trip.

I hope to see you again soon.

See you again soon.

Goodbye.

Bye.





2.2 Walk around the class. Practice greeting and saying goodbye to the other students. Use the phrases in 2.1:

greet someone you know introduce yourself to someone you don't know say goodbye 2.3 Complete the sentences. Tell the class about yourself.

My name is...

I come from...

(country)

I live in ...

(place)

I work in.../study at..

(place)

I work for ...

(company/organization)

I am a/an.../I study...

(job/studies)

I am...

(single/married)

I have.../don't have any... (children)



#### SECTION 3-Reading

#### Passage one Vocabulary

- 1. document/'dokjument/n.文献; 文件; 公文
- 2. colleague / 'koli:g / n.同事,同行,同仁
- 3. British / 'briti∫ / adj. 不列颠(人)的, 英国(人)的
- 4. financial / fai'nænʃəl / adj. 财政的, 金融的



#### Isabelle Segura

'In my job I get emails, documents and company information in English, so I read a lot in English. I sometimes use English on the phone, for example, when I speak to clients in the US and in other countries, but it's difficult for me. Fortunately I don't make phone calls in English very often. I prefer to write emails, but I always ask a colleague to check my English before I send them!'

#### Corrado de ludicibus

'English is important in my job. I read a lot in English. Every morning I read the British and American financial newspapers and the information from our head office, which is in English. Then I use English for emails and phone calls. I don't find it difficult to read English and emails are often short, but understanding and speaking English on the phone is difficult.'

#### Choose the best answer

- 3.1 Is Isabelle Segura good at oral English?
- A. Yes, she is.
- B. No. she isn't.
- C. No, she isn't and she is good at singing.
- D. I don't know.
- 3.2 Which one does Isabelle Segura prefer to do?
- A. Use English on phone.
- C. Chat with others in English
- B. Write emails in English
- D. Sing a English song.
- 3.3 What kind of newspaper does Corrado de ludicibus always read?
- A. British newspapers
- B. American newspapers
- C. British and American newspapers
- D. British and American financial newspapers
- 3.4 ls Corrado de ludicibus good at oral English?
- A. Yes, he is.
- B. No. he isn't.
- C. No, he isn't and he is good at drawing.
- D.I don't know.
- 3.5 Which one is easier about English in Corrado de ludicibus's mind?
- A. To read an English book.
- B. Understanding and speaking English on the phone.
- C. To read English emails.
- D. To sing an English song.



#### Passage Two

#### Vocabulary

- 1. adjustment / ə'd3Astmənt / n. 调整,整理
- 2. settle / 'setl / vt. 定居; 使定居
- 3.resource/ri'so:s/n. 资源;物力
- 4. staff / sta:f / n. 职员; 工作人员
- 5. highlight / 'hailait / n. 精彩场面,最显著(重要)部分
- 6. essential/i'senʃəl/adj. 重要的,根本的
- 7. academic/,ækə'demik/adj. 学院的,(学术、文艺)协会的
- 8. social/'səuʃəl/adj. 社会(上)的
- 9. initiative / i'ni∫iətiv / adj. 起始的;初步的
- 10. vital / 'vaitl / adj. 生命的;维持生命所必需的
- 11. hesitate / 'heziteit / vi. 踌躇; 犹豫
- 12. indicate / 'indikeit / vt. 指出; 暗示
- 13. weakness / 'wi:knis / n. 衰弱, 虚弱
- 14. issue / 'isju: / n. 发行; 出版
- 15. component / kəm'pəunənt / n. 成分

#### **Making Friends**

You're not alone if you're feeling a bit lost. Most students have to make some adjustments in the beginning, and it's important to feel settled early. So don't hold back from getting connected. Among the best resources on offer are the inspiring, interesting and helpful people you'll meet at University. Knowing other students and staff is one of the highlights of studying, and is essential to your academic success.

Having friends at University can also be great for your social life. Some people begin University thinking they have to focus only on their study. However, students with a good social life often find it easier to manage academically. It's important to have a balance between University, life and work, and to reward yourself for your efforts.

Taking the initiative to ask questions and seek help



is another vital step to academic success. Many students hesitate to admit they don't know something or worry that asking for help may indicate some sort of weakness. Researching and reflecting on issues are essential components of learning. Questions are encouraged and respected at University. So don't just answer them, ask them too!

Current research shows the students who succeed at University are those who have friends on campus, know their teachers, have some balance in their life and seek help when they need to.

Connect with people to make your journey easier and more rewarding.

#### Answer the following questions.

- 3.6 Are you alone if you're feeling a bit lost?
- 3.7 What is the first essential thing to your academic success?
- 3.8 What can also be great for your social life in University?
- 3.9 What is another vital step to academic success?
- 3.10 What kind of students can succeed at University?



## SECTION 4-Translating & Writing

#### 4.1 Translating:

#### 理解词义 (一)

- 一词多义是英语的特点之一。一个词可以有不同的搭配,在不同的语境中有不同的词义。翻译时不能机械地套用英汉或汉英词典所给出的释意,而是要根据具体的语言环境来确定词义,然后再选择恰当的词语和句型来表达。例如:
- 1. I **missed** the start of the speech because my bus was late. 我没有听到演讲开始的部分,因为我坐的公共汽车晚点了。
- 2. He really **missed** his mother when she left him. 他在母亲离开的时候非常想念她。
- 3. The dinner cost us five dollars a head.

Unit

这顿饭花去我们每人5美元。

4. Where are you **heading** for?

你要到哪里去?

#### **Practice**

- 1. Translate the following English sentences into Chinese.
- 1) She is studying law at Yale Law School.
- 2) Her works have been greatly influenced by the Impressionist School of Painting.
- 3) This company has decided to establish a new Sales Department.
- 4) We have **established** that this writer was born in 1950.
- 5) Our airplane landed at Xiaoshan Airport of Hangzhou.
- 2. Translate the following Chinese sentences into English.
- 1) 他刚在一家时装杂志社找了份工作。
- 2) 你周末准备来练习网球吗?
- 3) 中国公司能从美国工商企业的做法中学到些什么呢?
- 4) 她没有那么大的劲,一个人搬不动那些桌子。
- 5) 她很清楚自己作为一名歌手的长处与不足。

#### 4.2 Practical Writing

#### Business Card (名片)

1) Notes on format (格式说明)

名片(Business Cards or Visiting Cards)是在社交或处理公务时用于简单介绍个人的小卡片。名片上通常印有个人的全名,头衔,职位,工作单位以及电话,地址,传真,电子邮件等联系方式。

- 一般而言,名片分为私人名片和公务名片。制作私人名片时,名字在上,字体较大;制作公务名片的时候,则头衔,职称,任职单位的名称在上,字体较大。通讯地址和电话号码位于名片的下方,通常情况下前者放在左下角,后者放在右下角上。
- 2) Sample (范文)

ZEC ELECTRONICS

EXPORT-IMPORT COMPANY (公司名称) MR. ZAPROY ALEKSANDAR (姓名) OWNER (职位)

21 PAPAFLESSA St. 111 46 GALATSI (地址)

FAX: (01) 2926963 (传真) ATHENS-GREECE (城市与国家) MOBILE: +02113212348 (手机)

E-MAIL: ELECTR@HOTMAIL.COM(电子邮件)

TEL: (01) 25345265-2-3 (电话)

#### 3) Basic Patterns (常用句型)

#### (1) 学校人员职务职称

school master 小学校长 rector 院长 associate professor 副教授 senior lecturer 高级讲师

#### (2)科研机构人员职务名称

academician 院士 associate research fellow 副研究员 engineer 工程师 senior agronomist 高级农艺师 technologist 工艺师

#### (3) 商业机构职务职称

chairman of the board 董事长 manager 经理

4) Practice (练习)

principal 中学校长 dean 教务长, 系主任 tutor, advisor, supervisor 导师 assistant teacher 助教

director of the institute 所长 senior engineer 高级工程师 assistant engineer 助理工程师 senior economist 高级经济师 designer 设计师

chief executive officer (CEO) 执行总裁 director 主任,处长

president, chancellor 大学校长 professor 教授 lecturer, instructor 讲师 special-grade teacher 特级教师

research fellow 研究员 chief engineer 总工程师 technician 技师, 技术员 senior accountant 高级会计师 architect 建筑师

> general manager 总经理 section chief 科长

Directions: Read the following information and choose any information necessary for the layout of a business card. Then design a Business Card.

Name: Dan Jackson

Position: General Manager

Gender: Male

Date of Birth: Feb. 25, 1977 Marital Status: Married

Home Address: Room 6508, Sunshine Plaza, Harrington Street, NSW 2011

Home Phone Number: (+232) 9876 7765 Company Name: Sanderson Motor Group Company Address: 62 McLachian Avenue, Rushcutters Bay, NSW 2011

Office Tel: (+232) 9872 7685 Fax No.: (+232) 9868 9678

Mobile Phone Number: 0978 768 867 E-mail address: dan@sanderson.com



## SECTION 5-Pronunciation and Intonation

Look at the questions. We say them in different ways.

a. Do you come from Italy?

b. Where do you come from?

#### 5.1 Listen and repeat.

1) Are you Italian?

6) Where do you live?

2) Is he a lawyer?

7) What do you do?

3 ) Do you come from Italy?

8) Where do you work?

4 ) Do you work in Paris?

9) How do you go to work?

5 ) Do you have any children?

10) When do you get home?

Work in pairs. Ask your partner the questions in 5.1. Answer your partner's questions.

#### 5.2 Practice.

Put the words in the correct order to make the interviewer's questions

1) you/get up/do/what time?

What time do you get up?

- 2) do/leave/you/when/home?
- 3) travel/how/you/do/to work?
- 4) arrive/what time/at work/you/do?
- 5) finish/do/when/work/you?
- 6) home/what time/you/do/arrive?
- 5.3 There are three ways to pronounce the-s ending of the verb. Listen and repeat.