

全国成人高等教育规划教材

Adult English

英语

(非英语专业专科用)

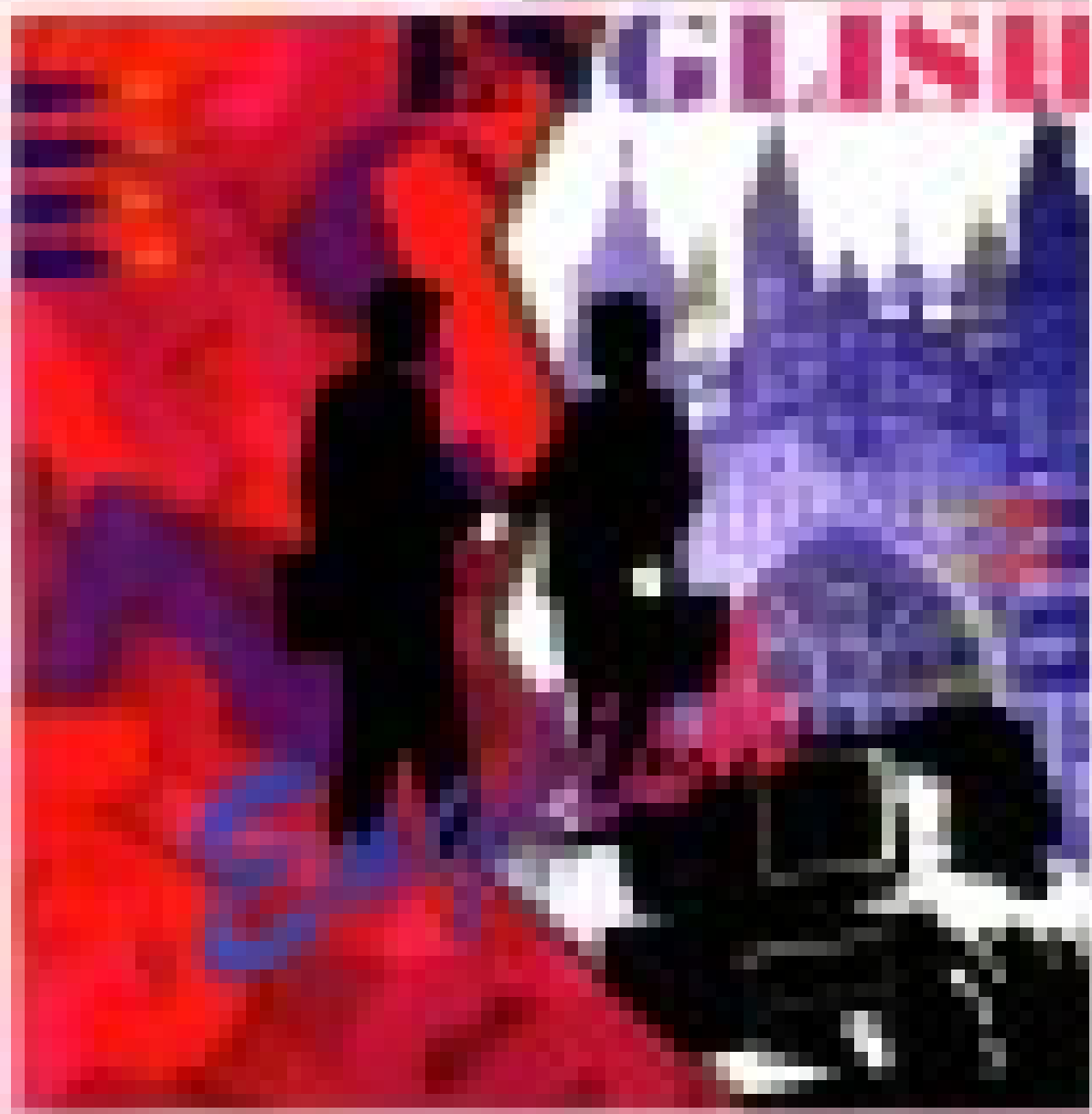
教育部成人高等教育英语教材编写组 编



高等教育出版社

Adult English

英语



中国英语能力等级量表

全国成人高等教育规划教材

Adult English

英 语 1

(非英语专业专科用)

教育部成人高等教育英语教材编写组 编

高等教育出版社

(京)112号

内 容 提 要

全国成人高等教育《英语》系列教材由教育部规划并推荐,供各类成人高等院校非英语专业专科使用。本套教材以原国家教委1997年颁布的《全国成人高等教育英语课程教学基本要求(非英语专业专科用)》为依据编写,包括主教材《英语》和同步自学教材《英语学习辅导书》各4册。本套教材把语言基本功训练与实际涉外活动结合起来,使成人英语学习从一开始就学用结合,学一点、用一点、会一点。

《英语1》包括20个单元,词汇起点为800词。学完本书能达到《基本要求》规定的词汇起点1200词。本书的主要目的是帮助入学水平低于《基本要求》规定的学生,通过实用性会话和实用性阅读文章,复习巩固中学已学过的语音、语法、词汇,为进一步学习打下基础。

本书配有录音磁带。

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Adult English

英语 1

(非英语专业专科用)

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前 言

全国成人高等教育《英语》系列教材是根据原国家教委 1997 年颁发的《全国成人高等教育英语课程教学基本要求（非英语专业专科用）》（以下简称《基本要求》）编写的，是教育部成人高等教育规划教材。本套教材的培养目标是：1. 掌握一定的英语基础知识和技能；2. 具有阅读和翻译有关业务英语资料的能力；3. 训练进行简单的日常和涉外会话的初步能力；4. 培养模拟套写简单信函等涉外业务应用文的能力。

主教材（即《英语》）和同步自学教材（即《英语学习辅导书》）两种学生用书各分 4 册。第一册为预备教材，词汇起点为 800 词，主要目的是帮助英语水平低于《基本要求》规定的学生，复习巩固中学已学过的语音、语法、词汇，为进一步学习打下基础；第二册的重点是简单句的基本语法和基本句式的听说读写译等基本技能的训练，并注意把语言基本功训练与实际涉外活动结合起来，使成人英语学习从一开始就能贯彻学用结合，学一点、用一点的原则；第三、四册在侧重阅读基本技能训练和语法应用能力提高的同时，继续进行听说读写译的综合训练，并引入涉外交际资料的阅读、翻译和套写训练，将读译写技能的培养作为教学重点，把培养学生实际使用英语去处理业务工作中的涉外交际活动的能力作为最终目标。

《英语学习辅导书》包括主教材学习重点提示、自学同步练习、主教材练习参考答案三部分。其中自学同步练习既与《英语》紧密配合，又不相互重复。与《英语》相比，自学同步练习遵循“自学、自练、自测”的原则，选材内容更简短、生动，训练方式与形式更灵活多样，并适时提供自测试题供学生检测自己的学习成果。考虑到学生自学的特点，其听说训练以听力训练为主，听录音遍数也不强求一致，学生可根据自己的实际需要播放两或三遍；读译写部分以读懂理解为主，所配的少量练习是为了帮助学生学习扩大词汇和巩固语法的。因此，同时使用这两套用书，会收到相得益彰的效果。

《英语》和《英语学习辅导书》的编写力图改变成人英语教学脱离实际、学用结合不密切的低效率局面，突出英语教学紧密为改革开放服务的实用方向。虽然编者力求达到所设定的目标，但由于编写时间紧迫，经验不足，水平所限，不足与疏漏在所难免，恳切希望广大师生和读者批评指正。

本册总主编为大连理工大学外语系孔庆炎教授，由对外经济贸易大学黄震华教授担任主审。参加审稿工作的还有：中央电视大学刘黛琳副教授、北京邮电大学函授学院汪琛副教授、南京师范大学金陵女子学院于忠喜副教授。大连理工大学的美籍教师 Joel Kirkhart 审读了全书。编者在此一并表示深深谢意。

编 者

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1 Greeting People You Meet for the First Time

Integrated Skills Development

Dialogues

A. How Do You Do?

Li Hong is a receptionist. She works at a guest house of a technical school. Lizzy is an overseas student. She is from South Africa. Li Hong now meets her at the airport.



Li: Hi, you must be Lizzy. I'm Li Hong from the technical school.

Lizzy: Oh, how do you do, Li Hong? Thank you for coming to meet me.

Li: How do you do, Lizzy? Welcome to China. Did you have a good journey?

Lizzy: Yeah, quite good. But I am a little tired. It's a long journey, you know.

Li: Yes, let's go back to the guest house of our school. Everything is ready for you there.

Lizzy: That's very kind of you.

Li: You are welcome.

B. At the Canteen

Li Ying is a new employee at a joint venture. Mr. Smith is a chief engineer there. They meet for the first time at the canteen.

Li Ying: Hello. Are you Mr. Smith?

Mr. Smith: Oh, yes. Simon Smith.

Li Ying: How do you do, Mr. Smith?

Mr. Smith: How do you do? Are you a new comer?

Li Ying: Yes. My name is Li Ying. I know we have a chief engineer from England. So I'm glad to meet you here.

Mr. Smith: I'm glad to meet you, too. There are so many good things to eat in the canteen.

Li Ying: Yeah, they are delicious.

Mr. Smith: Let's have our lunch at this table.

Passage Welcome

Miss Wang is the secretary of the English Department. Now she is introducing Professor Helen Waters to the students.

Good evening, everyone. I have the honor to introduce Professor Waters to you. (Applause) Professor Waters is from the United States of America. She will teach us English this term. Professor Waters has taught students in many different countries. She is a very good teacher and she is really an expert in English teaching. She is the author of a dozen books in this field. So, it is a pleasure for us to have her as our English teacher here. Now, let's give her a warm welcome and ask her to say a few words to us! (Clapping)

New Words and Expressions

applause	/əp'lo:z/	n.	欢呼, 鼓掌
author	/'ɔ:θə/	n.	作者
canteen	/kæn'ti:n/	n.	食堂, 餐厅
chief	/'tʃi:f/	a.	主要的, 总的
clap	/klæp/	v. & n.	拍手, 鼓掌
delicious	/di'liʃəs/	a.	香的, 味道好的
department	/di'pɑ:tmənt/	n.	部门, 系
dozen	/'dʌzn/	n.	一打, 十二个
employee	/emplɔi'i:/	n.	雇员
engineer	/endʒi'niə/	n.	工程师
everyone	/'evriwʌn/	pron.	每人, 人人
expert	/'ekspə:t/	n.	专家
guest	/gest/	n.	客人
honor	/'ɔ:nə/	n.	荣幸, 荣誉
journey	/'dʒə:ni/	n.	旅行, 旅程
joint	/dʒɔint/	a.	联合的, 共同的
overseas	/'əʊvə'si:z/	a.	海外的, 外国的
pleasure	/'pleʒə/	n.	高兴, 乐意
professor	/prə'fesə/	n.	教授
receptionist	/ri'sepʃnist/	n.	接待员
secretary	/'sekritri/	n.	秘书
technical	/'teknikl/	a.	技术的, 工业的
term	/tə:m/	n.	学期
venture	/'ventʃə/	n.	商业, 冒险

* * * * *

guest house

宾馆, 招待所

have a good journey	旅途愉快
joint venture	合资企业
chief engineer	总工程师
have one's lunch	吃午饭
have the honor	有幸
an expert in方面的专家
say a few words	讲几句话
How do you do?	你好!
That's very kind of you.	你真是太好了 / 谢谢你。
You are welcome.	不用谢 / 不客气。
I'm glad to meet you.	很高兴认识你。

Check your understanding

1 Are the following statements true (T) or false (F) according to the dialogues?

- ☐ 1. Lizzy comes to China by train.
- ☐ 2. Li Hong is one of Lizzy's classmates.
- ☐ 3. Lizzy feels grateful to Li Hong for coming to meet her.
- ☐ 4. Lizzy will stay at the guest house of the school.
- ☐ 5. Li Ying and Mr. Smith meet each other for the first time at the canteen of the company.
- ☐ 6. Mr. Smith tells Li Ying that he is the chief engineer at the company.

2 Answer the following questions according to the dialogues.

1. Who is Lizzy?

2. Did she have a good journey to China?

3. Where will Li Hong and Lizzy go from the airport?

4. How do people usually greet each other when they meet for the first time?

5. Why didn't Li Ying and Mr. Smith know each other?

6. How is the food in the canteen?

3 Answer the following questions according to the passage.

1. Who is introducing the English Professor?

2. Where is the professor from?

3. Why do we say Professor Waters is an expert in English teaching?

4. Has Professor Waters written many books?

Learn to communicate

4 Here is a summary of the patterns and expressions for greeting people. Read them and try to remember them by heart.

1. Good morning/afternoon/evening. Long time no see.

Yeah, it's been a long time. Too long.

I have missed you very much.

I haven't seen you for years / ages.

2. Hello! How are things with you?

Hey! How are you doing?

Hi! How are you?

3. Fine, thanks. And you?

OK. How about you?

Not bad. And you?

5 Imagine you are Mr. Li, a professor of English. You meet Professor Waters in the afternoon. Complete the dialogue by using the patterns and expressions you've learned.

Li: Hello! Good afternoon, Professor Waters.

Waters: 1) _____. Mr. Li. Long time no see.

Li: Yeah, it's been quite a long time. How are you?

Waters: 2) _____, thanks. 3) _____?

Li: I'm fine, too. How are you getting on with your teaching?

Waters: 4) _____. The students are lovely. And how 5) _____?

Li: Just 6) _____. Always as busy as a bee.

Waters: Take care. Don't make yourself too busy.

Li: I won't. Bye.

Waters: 7) _____.

Build up your language stock

6 Match the words in Column A with the explanations in Column B.

A	B
1. receptionist	a. abroad
2. guest house	b. one of several divisions in an university, etc.
3. overseas	c. having pleasant smell or taste
4. journey	d. a person with special skill or knowledge from experience or training
5. canteen	e. boarding-house for guests
6. term	f. a trip from one place to another
7. secretary	g. employee in charge of the office work
8. department	h. one of the periods into which the academic year is divided
9. expert	i. a person employed in a hotel to receive guests
10. delicious	j. a place in companies or schools where people have their meals

7 Translate the following phrases into Chinese with the help of a dictionary.

general manager	chief engineer	chief editor
English Department	Shoes Department	department store
different countries	different places	different habits
a dozen books	a dozen pencils	a dozen eggs

8 Translate the following sentences into English by using the given phrases.

- 史密斯 (Smith) 教授是一位非常有经验的医生。(be experienced)
- 我们很高兴能够和你一起工作。(have the pleasure)
- 您好, 琼斯 (Jones) 太太。欢迎您来中国。(welcome to China)
- 经过长途旅行我觉得有点儿累了。(a little tired)
- 学生们经常到这个食堂吃饭。(have one's meals)
- 我荣幸地将这位美国著名的歌唱家介绍给你们。(have the honor, introduce)

Extra reading

9 Read the passage carefully and then decide the best answer from the four choices according to the passage.

People often greet each other with “Hello” or “Hi”. Other forms of greetings are “Good morning”, “Good afternoon”, or “Good evening” according to different times of the day. When talking with foreign friends, we should pay attention to their social conventions (习俗). For example, we should not ask people questions about their private activities. So we may talk about the weather, sports or show our concern about their children.

In general introductions, a man is usually introduced to a woman, and the young are introduced to the old. The titles of Miss, Mrs., Mr., Professor, or Doctor etc. can be used with the surname. Newly acquainted (相识的) people will shake hands and greet each other with “How do you do” or “I’m glad to meet you”.

1. When people are introduced for the first time, they usually greet each other with _____.
 - a. “How are you?”
 - b. “How do you do?”
 - c. “Nice to see you again.”
 - d. “Good morning.”
2. People usually greet each other with all of the following except _____.
 - a. Good morning!
 - b. I’m glad to meet you!
 - c. How are you?
 - d. Good night.
3. We usually reply to “How do you do?” with _____.
 - a. Hello.
 - b. How are you?
 - c. How do you do?
 - d. I’m fine, thank you.
4. When we talk with native speakers of English, we should not ask them the question “_____”.
 - a. How are you?
 - b. What do you think of the football match?
 - c. Do you like the weather here?
 - d. Are you married?
5. Newly acquainted people usually _____ besides the greeting of “How do you do?”
 - a. shake hands
 - b. shake head
 - c. kiss each other
 - d. smile at each other