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各类职业汉语培训系列教材

① 信心篇 Getting Started

CONFIDENCE

信心汉语 CHINESE

【信心篇】 主编◎严彤



高等教育出版社
Higher Education Press



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FOREWORD

We are delighted to present to you *Confidence Chinese* (Volume 1: Getting Started). It is a textbook written for beginners who would like to learn Chinese and have little knowledge or experience of learning a foreign language. It can be used as a course-book for learners in universities, schools, language programmes and for private learning.

Confidence Chinese is designed to develop listening and speaking skills at beginners level. This is based on our in-house Confidence Level Chinese language training course for officers of the Diplomatic Service who will be posted to work in the British Embassy, consulates and offices in China. It has been formally piloted with other learners and received extensive feedback.

Confidence Chinese aims to involve you, the learner, as much as possible in the learning process. You will find interesting and authentic materials which are relevant to everyday communication needs. The materials cover a wide range of topics and situations including greetings, giving your name, calling a taxi, ordering food and drink in a restaurant, booking a hotel room, etc.

Confidence Chinese will make your learning easy, interesting and enjoyable. Learners will build up their confidence and ability to communicate with every chapter. One of our learners made the following comment at the end of the course:

"I thought Mandarin/Chinese was a difficult language to learn but this book made it so easy."

Confidence Chinese consists of three volumes: Volume 1: Getting Started, Volume 2: Living in China, and Volume 3: Working in China. Each volume has a text and an audio CD. Crown copyright is reserved for all materials of *Confidence Chinese*.

We would like to take this opportunity to give our sincere thanks to all the people involved in this project, and particularly to Farihan Cheblak, Annelisa Evans, Rosario Lawrence, Kaori Taniguchi, Natalia Tronenko for their enthusiasm in participating in our pilot trial lessons since last year and offering their valuable comments on the project. Our special thanks go to the following:

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前言

英国外交部语言培训中心资深汉语教师，在长期从事外交人员内部培训课程的基础上，倾力打造出《信心汉语》这套旨在培养学习者基本听说能力的系列汉语教材。

《信心汉语》以学习者为本，充分考虑到外国学生的文化背景、生活环境乃至语言习惯，具有较强的针对性。为了吸引学习者尽可能多地参与到学习过程中，教材选取的语料都和日常交际活动紧密相关，话题广泛，情景多样。《信心汉语》教材内容的选择和练习的设计充分考虑到初学者的心理特点和认知规律，努力使学习过程变得简单、有趣并充满愉悦。每一单元都能从某一角度帮助学习者建立用汉语交际的信心，从而有效地提高交际能力。

《信心汉语》不但适用于语言培训机构，也适用于大学、中学，还可以作为自学教材使用。《信心汉语》的适用对象一般为英语为母语或英语水平较高的成年初学者。

作为外交部语言培训中心正式指定的试用教材，《信心汉语》得到了学习者的充分肯定。在其他机构，如派驻中国的外资公司的试用过程中，也受到教师和学员的广泛好评。

《信心汉语》包括第一册“信心篇”、第二册“生活篇”和第三册“工作篇”，每册都配有CD，其版权受英国皇家保护。

借此机会，我们要向 Farihan Cheblak, Annelisa Evans, Rosario Lawrence, Kaori Taniguchi, Natalia Tronenko 致谢，他们自 2005 年起就一直积极参与教材的试用，并对教材的编写及修改提出了宝贵建议。

特别要感谢作者，他们是英国外交部语言培训中心的严彤先生、傅瑛女士、檀月女士、黄影红女士和王海彤女士。

此外，英国的 Thelma Howell 博士和南京师范大学教授张美霞女士作为编辑顾问，为本教材的编写提供了诸多帮助；英国常青公司和中国高等教育出版社在本教材的出版过程中给予了大力支持，在此一并致以诚挚的谢意。

英国外交部语言培训中心

2006 年 12 月

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INTRODUCTION

About the textbook:

Confidence Chinese (Volume 1: Getting Started) is designed for any adult beginner who needs to use the language for practical purposes such as daily life, work, travel, holiday and so on.

It introduces 36 situational topics such as *This is Mr Wang*, *Going to the British Embassy*, *I have a headache*; language functions such as *asking for information*, *making a request*, *saying good-bye*; words and expressions (which learners are expected to recognize and be able to use) and items of useful words and expressions (extended vocabulary for reference only). It also introduces some cultural tips and characters for writing practice.

Content structure:

The textbook includes: phonetics, 36 chapters, 2 revisions, recording script for listening practice, teacher's reference, and an audio CD. Each chapter is structured as follows:

- Topic (title of each chapter)
- Learn to (summary of what students are expected to learn)
- New words and expressions
- Dialogue
- Language notes
- Useful words and expressions
- Tasks
- Cultural tips
- Character writing

Key features:

- *Confidence Chinese* is a communication-oriented and task-based textbook.
- Real-life communication situations are provided.
- Authentic language materials are selected for both learning and practising vocabulary and usage.
- Grammar rules are introduced where necessary to help you understand and use the language better.
- Other useful words and expressions are provided for reference and further study.
- Cultural background information is supplied to support the communication context of each topic.

Notes on how to use the book:

For learners:

- Set a realistic daily study goal that you can easily achieve, for it may take you about

80 — 100 hours to complete this volume in classroom teaching.

- Try to practise what you learn as much as you can in and out of class, as the more frequently you are exposed to the language the better the results will be.
- Listen to the recorded materials in your preparation of a new chapter and after you finish learning a chapter.
- You are expected to learn the new words and expressions in each chapter's vocabulary list well, and use them in practice.
- You are encouraged to imagine more situations where you think the language may be needed.
- Use as much language information as you can from the wider list of words and expressions to complete the tasks.
- Use the revision chapters to review what you have learnt and how you have learnt.

For teachers:

- 80 — 100 teaching hours are recommended when you plan to use this textbook for your course.
- It is best to first read the textbook from beginning to end in order that you understand the overall plan adopted in this textbook.
- To make full of the tasks provided in the textbook for practice and add further practice materials of your own to reinforce the learning process.
- Teaching phonetics can be completed in a short session before you move on to texts, as sounds and tones will be continuously practised as the course goes on.
- Do not give grammatical explanation unless it is necessary to help students have a better understanding.
- Listening and speaking skills are focused in the teaching. Character writing practice can be arranged as students require.
- Make use of the two revision chapters to sum up the contents in the previous chapters.
- If you have trouble understanding the English exercises, please look up the teacher's reference.

We hope soon to have *Confidence Chinese* (Volume 2: Living in China) which will follow a similar pattern and increase the vocabulary to 800 items. Later, *Confidence Chinese* (Volume 3: Working in China) will complete this basic study of practical Chinese for those who need the language daily for basic communication.