

芝麻英语丛书



An Open Sesame to the Reasonable Proficiency in English (Series)

高效英语口语 教程

丛书总主编 宋天锡
本册主编 高文艳



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高效英语口语教程

A High-efficiency Course in Colloquial English

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·北京·

内 容 简 介

本书共设 15 个单元,对吃、穿、住、行、见面打招呼、介绍、打电话、看病、租房、旅游、找工作等日常用语进行了全面介绍,涵盖了人际交往、日常生活中所必需的各个方面。在您需要帮助的时候,请使用本书,相信它会帮您克服交际中的语言障碍。

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丛书总序

《芝麻英语丛书》(An Open Sesame to the Reasonable Proficiency in English(Series)),借用《天方夜谭》中叫开盗穴大门的咒语“Open sesame!”,旨在为英语学习者快捷提升英语水平提供简单而有效的方法。

中国学生学习英语一般都是从初中开始(现在许多大城市从小学就开设英语课程),一直延续到大学毕业,时间跨度较长。但是许多学生的学习效率比较低,以至于学了十多年的英语,听也听不懂,说也说不了,读、写、译的能力停留在较低的水平上,不但在英语等级考试中成绩不佳,而且运用语言的实际能力远不敷工作岗位的需要。还有不少人大学毕业以后为了考取研究生、出国深造或者评定技术职称等而投入许多时间与精力补习英语。所有这些都表明,中国学生学习英语无论是从内容还是从方法上都必须进行全面的革新。《芝麻英语丛书》以崭新的内容、独特的设计、革故鼎新的方法论指导,决心为实现这一目标贡献自己的力量。这套丛书突出实用性,把实际技巧与针对性练习密切结合起来,重在实际能力的培养,它不仅可以为准备英语的各种等级考试提供直接、便捷的帮助,而且还为学习英语者向中、高级英语发展搭建了前进的平台。

《芝麻英语丛书》由下列分册组成:

1. 《阅读理解应试指津》(适用于大学英语四、六级,英专四、八

级,考研英语,技术职称英语考试等)。

2.《高效英语口语教程》(适用于大学初、中级口语教学)。

3.《英语词汇应试强力突破》(适用于大学英语四、六级,英专四、八级,考研英语,技术职称英语考试等)。

4.《英语语法应试强力突破》(适用于大学英语四、六级,英专四、八级,考研英语,技术职称英语考试等)。

5.《应试英语写作与翻译教程》(适用于大学英语四、六级,英专四、八级,考研英语,技术职称英语考试等)。

宋天锡

分册前言

每一个学习英语的人都知道,语言交际能力的培养是英语教学过程中的关键环节。然而,学生在运用语言的时候往往存在很多困难,例如:知识面狭窄,思路不够开阔,对所谈话题所知不多;词汇量不够,对相关句型不够熟悉;等等。

《高效英语口语教程》共设 15 个单元,对吃、穿、住、行、见面打招呼、介绍、打电话、看病、租房、旅游、找工作等日常用语进行了全面介绍,涵盖了人际交往、日常生活中所必需的各个方面。每个单元包括“Warm-up Activities”、“Learning to Express Yourself”、“Comprehensive Class Activities”三部分内容。每一章都配有常用句式,每一段示范性对话都点出了学习重点,以便学生随时复习重点句。在教学内容的安排上由浅入深,循序渐进,并注重以下几个方面:示范性地展示语言功能表达方法,强调练习量大、材料真实、形式多样的语言技能训练,要求在具体社会环境中正确得体地使用语言,提高语言的交际用途。该书还提供内容生动有趣的学习素材,以激发学生学习的兴趣;15 周热门话题,为口语训练提供鲜活的平台。

学好英语口语既要做到勤说多练,还要有一本好的教材。当您在英语口语交际中找不到合适的词语、句式表达自己思想的时候,请使用这本书,相信它会帮您克服交际中的语言障碍。

编者

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Unit 1 Meeting and Greeting



What You Will Learn in This Unit:

- ◆ Formal and informal greetings and responses
- ◆ General questions and simple inquiries
- ◆ Addressing people when meeting in different situations
- ◆ Useful expression—Closing a conversation

Part I Warm-up Activities

1. Explain these proverbs: What do they mean? Say them in other English words.

Good company on the road is the shortest cut. —Oliver Gold-smith

有了好旅伴，旅途变短暂。——格尔德斯密斯

A near friend is better than a far-dwelling kinsman. —Chinese Proverb

远亲不如近邻。——谚语

Men may meet but mountains never. —Proverb

山和山不碰头，人和人总相逢。——谚语

Going to moon isn't very far, the greatest distance we have to cover still lies within us. —Charles de Gaulle

月球并不遥远，最遥远的还是人与人之间的距离。——戴高乐

2. Pre-class Questions.

- A) On what occasion and to whom do we often give more formal greetings / more informal greetings?
- B) What are the differences between Chinese and Westerners in greeting people? State them and give your reasons.
- C) How do people address each other in formal / informal settings?

Part II Learning to Express Yourself

Your goal within the first few minutes of meeting other people is to make them feel comfortable and to put them ease so they will want to talk or do business with you. Using the right vocabulary and phrases is important when you meet someone. Here's our guide to using the right expression in the right situation.

Section One Formal Greetings

Greeting when meeting people you are not familiar with

Greeting people you first meet 第一次见面的招呼语

Good morning / afternoon / evening.
My name is...
How do you do? I am...

Greeting a VIP or a senior citizen 向重要人物或年长的人打招呼

Hello, Mr. Bush.
Good morning, Mr. Smith.
Good evening, Mrs. Smith!

Greeting to restaurant or hotel guests 饭店或宾馆服务人员向顾客问好

Madam! / Sir!
Good morning, sir.
Good morning, Miss Brown.

Responses to the greetings

- A) The other person normally replies with the same greeting as you have used, e.g. Hello! / Good morning! / Good afternoon! / Good evening! or How do you do?
- B) When greeting each other, native speakers of English like to say "Nice to meet you." "It was good to see you." "Pleased to meet you." instead of "How do you do?" though they meet for the first time as strangers.

Hello, Mr...My name is...

A: Hello, Mr. Bush. My name is Jane.

B: Hello, how do you do?

Tip

"Hello, Mr. X." is polite and formal. You can use it when you meet people for the first time, especially addressing somebody you are not familiar with or talk to elder people.

How do you do?

A: How do you do?

B: How do you do?

A: How do you do, Mr. Brown?

B: How do you do, Miss Smith?

Tip

"How do you do, Mr. X." is a very formal greeting, and it may be used on first meeting and accompanied by a formal handshake when both partners issue the same greeting. The correct answer is "How do you do?"

(It's) nice to see you.

A: It is nice to see you.

B: It's nice to see you too.

A: Very glad to see you.

B: Glad to meet you too.

A: Pleased to meet you.

B: Pleased to meet you too.

Tip

"Nice to see you." is a very common way to greet people you don't know or you know a little. The reply is "Nice to see you too."

More examples:

It's a pleasure to meet you. / I'm happy to meet you.

Very nice to meet you.

Very nice to meet you too. / The same to you.

Nice to meet you.

A: Hello, what's your name?

B: Me? I'm Lois, Lois Pace.

A: *Nice to meet you.*

B: Nice to meet you too.

Substitute

➤ Nice / Glad / Pleased to see / meet you here.

➤ Nice / Glad / Pleased to see / meet you, too.

➤ How nice to see you.

➤ Fancy seeing you.

Good morning! / afternoon! / evening!

A: Good morning, Jack.

B: Good morning, Mary.

A: Good morning, Doctor.

B: Good morning, Mr. Smith. What can I do for you?

A: Good morning, doctor.

B: Good morning. How are you feeling now?

A: Much better today.

A: Good morning! My name is Smith. I'm from Australia. Here is my card.

B: Glad to meet you, Mr. Smith. My name is Song Fan, head of the accounting department.

Tip

“Good morning!” “Good afternoon!” “Good evening!” are some simple greetings given to whom you know slightly, or to any one you are passing quickly.

The reply is also “Good morning!” “Good afternoon!” “Good evening!” or “Morning!” “Afternoon!” “Evening!”

Lovely day, isn't it?

A: Good morning, Miss Helen.

B: Good morning, Mr. Green.

A: *Lovely day, isn't it?*

B: Yes. Have a nice day.

A: Thanks a lot.

Substitute

➤ Lovely weather, isn't it?

➤ A love day, isn't it?

➤ Fairly cool this morning, isn't it?

➤ Isn't this lovely weather?

➤ It seems a glorious day today.

➤ It's a bit cloudy, isn't it?

Model Conversation 1**Situation: In the office**

A: Good morning, Mr. Li.

B: Hello. How are you?

A: Good morning, Mr. Li.

B: Hello. How are you?

A: Fine, thanks.

B: Would you like a cup of coffee?

A: No, Thank you.

Model Conversation 2

Situation: Greeting the teacher

A: How do you do?

B: How do you do?

A: Good morning! My name is Peter Smith. I'm your teacher. You must be Catherine.

B: Yes. Good morning, Mr. Smith!

A: How do you do?

B: How do you do?

A: Please call me Peter. You're majoring in geography, aren't you?

B: That's right.

A: Good! Please don't hesitate if you have any problems.

B: Very much, thank you.

Model Conversation 3

Situation: Greeting people you meet for the first time

We haven't met before, have we? My name is...

A: Good morning!

B: Good morning!

A: We haven't met before, have we? My name is Brown, John Brown. I'm your teacher. What's your name, please?

B: Jane, Jane Smith.

A: How do you do, Jane?

B: How do you do?

Model Conversation 4

Situation: Greeting people in a formal party

I'm glad to have the opportunity to meet you here.

A: Good afternoon, Miss White.

B: Good afternoon, Mr. Brown. Nice to see you again. I'm glad to have the opportunity to meet you here.

A: Me, too. How are you?

B: I'm fine, thank you. And you?

A: Can't complain, thanks.

Section Two Informal Greetings

Greetings between acquaintances or friends

Tip

Hello. / Hi!

Hi there!

Oh, hi, Jane.

Hi, Suzy!

Hello, Peter?

"Hi" or "Hello" is an informal greeting frequently used among friends and peers. Then they often ask a general question, such as "How are you?" or "How are things?" or "How's life?", to which the probable reply is: "Yeah, fine!" or "Yeah, not so bad!". This usually means that the speaker wants to elaborate the conversation.

General questions

How are you?

How are you?

你好吗?

How are you today?

How are you doing?

	How's life? How is it going? Hi, Tom! How are you? Oh, Jan! How are you?
How's your family / sister / friend? 询问家人、朋友等	How's your family? Is Bob okay? How's he getting along these days? Hello! / Hi! How is Amy / your grandma / your sister?
How's your work / study? 工作 / 学习怎么样?	How's your work? How are things? How are things going with you? How are you getting along these days? How is it going? Hi! Mr. Cheng! How are you keeping?
What's new? 近况如何?	What's happening? What's the news? What's new with you? What's the good news? What are you up to these days? How goes it with you? What's the latest? What's up? How are you doing these days?
How's everything? 我想您一切都好吧?	How is everything at home? How is everything with you? How goes the world with you? I hope all goes well with you.

The person asking the questions does not usually expect detail factual answers to these questions. When friends ask a general question, the