



普通高等教育“十五”国家级规划教材

New Practical English

2

新编实用英语 综合教程

Comprehensive Course

教育部《新编实用英语》教材编写组 编



高等教育出版社

1200419277

-9 无



普通高等教育“十五”国家级规划教材



1200419277

New Practical English

新编实用英语 综合教程

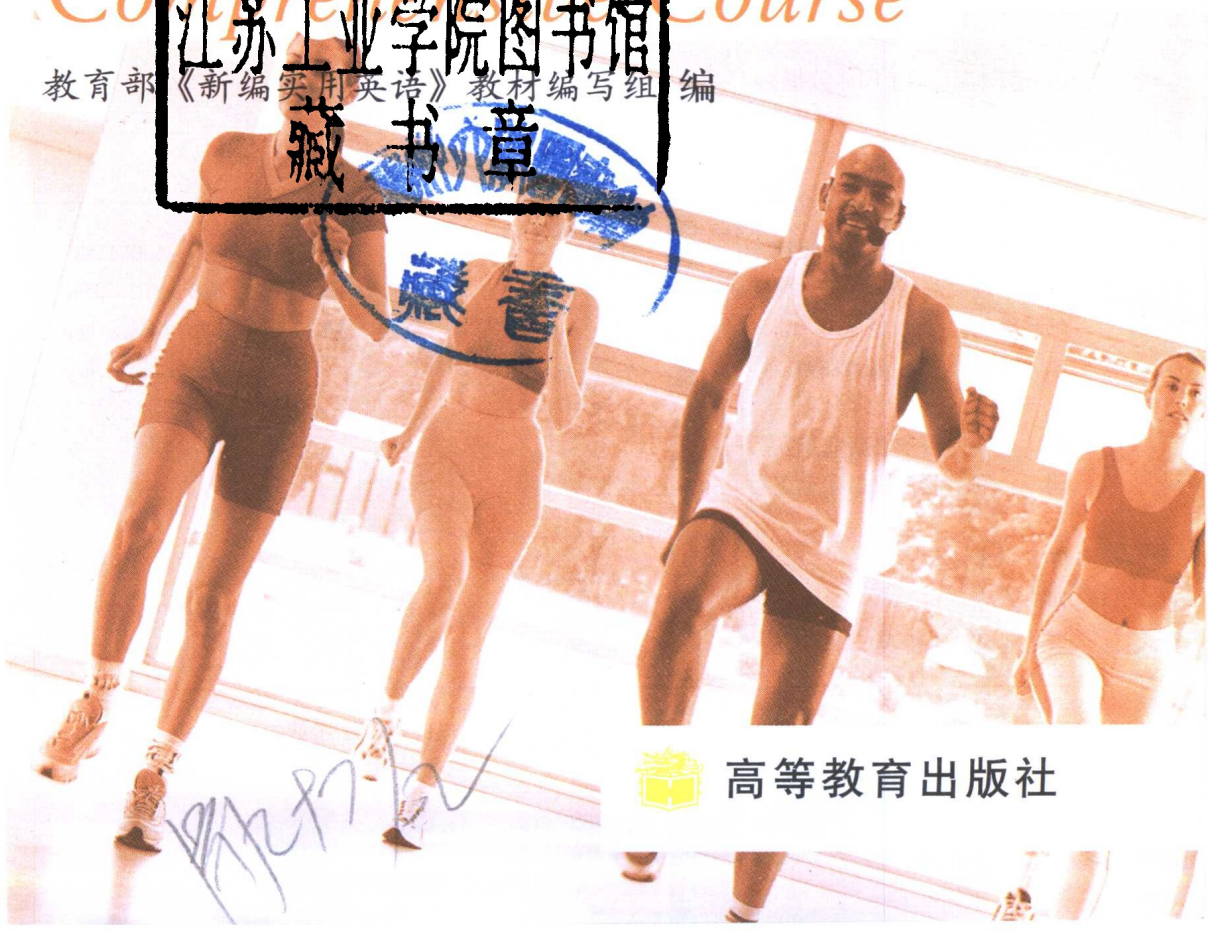
Comprehensive Course

教育部《新编实用英语》教材编写组 编

江苏工业学院图书馆
藏书章

藏书

H31
390



高等教育出版社

内 容 提 要

《新编实用英语》系列教材是由教育部高职高专教育英语课程教学指导委员会根据《高职高专教育英语课程教学基本要求(试行)》组织编写的。本套教材认真贯彻了“学一点、会一点、用一点”、“听、说、读、写、译并重”和“边学边用、学用结合”的原则。注重听说技能训练,注重对实用文体阅读能力的培养,在培养应用语言基本功的能力的同时注意培养实际涉外交际能力。

本套教材还注重“教、学、考”相互照应。学完第2册可参加“高等学校英语应用能力考试”的B级考试,学完第4册可参加A级考试。

本书为《综合教程》第二册,共10个单元,每个单元都由“说”、“听”、“读”和“写”4部分组成,另有一个“趣味阅读”部分。本书4色印刷,版式精美,并配有录音带。

图书在版编目(CIP)数据

新编实用英语综合教程. 2 / 教育部《新编实用英语》
教材编写组编. —北京: 高等教育出版社, 2002. 12 (2004 重印)
ISBN 7-04-008594-1

I. 新... II. 教... III. 英语 — 高等学校: 技术学
校 — 教材 IV. H31

中国版本图书馆 CIP 数据核字 (2002) 第 099523 号

出版发行 高等教育出版社
社 址 北京市西城区德外大街4号
邮政编码 100011
总 机 010-82028899

购书热线 010-64054588
免费咨询 800-810-0598
网 址 <http://www.hep.edu.cn>
<http://www.hep.com.cn>

经 销 新华书店北京发行所
印 刷 北京二二〇七工厂

开 本 16
印 张 14
字 数 400 000

版 次 2002 年 12 月第 1 版
印 次 2004 年 2 月第 7 次印刷
定 价 27.00 元

本书如有缺页、倒页、脱页等质量问题,请到所购图书销售部门联系调换。

版权所有 侵权必究

前言

根据《普通高等专科学校英语课程教学基本要求》编写的《实用英语》(1995年出版)为高等专科学校英语教学改革起到了导向与规范作用,取得了开拓性的成果。本教材既重视语言基本技能的训练,又在很大程度上体现了培养实际应用英语能力的目的。1999年,根据国家对高等专科学校教育、高等职业教育和成人高等教育实行“三教统筹”的精神,编写组对《实用英语》进行了局部的修订,使之更加符合“三教”的要求。加入WTO之后,中国与世界经济进一步接轨,国家对高职高专的英语教学提出了更加重视实用能力培养的要求,因此,高职高专教育英语课程教学指导委员会(以下简称“课委会”)决定重编《实用英语》,以适应新形势对高职高专英语教学改革的需要。

《新编实用英语》(New Practical English)是由课委会组织全国各地有丰富教学经验的教师编写的。本教材既坚持了《高职高专教育英语课程教学基本要求(试行)》(以下简称《基本要求》)的正确方向,保持和突出了《实用英语》的优点,又反映了全面更新教学内容的实际。所谓全面更新是指在坚持《基本要求》为高职高专培养实用性人才和坚持“以应用为目的,实用为主,够用为度”的大方向的前提下,进一步更新观念、更新内容、更新体系、更新要求。这主要体现在如下几个方面:

1. 严格按照《基本要求》编写。《基本要求》中的《交际范围表》所规定的交际主题是我们选材的依据和出发点,而且读、译、听、说、写各项技能的培养与训练都围绕同一交际话题展开。

2. 进一步克服忽视听说技能训练的弱点,加大听说技能、特别是实用交际能力的训练,把培养一定的实用口语交际能力作为本教程的重要任务。

3. 加强对应用文等实用文体阅读能力的培养,满足在一线工作的业务人员实际的涉外交际需要。

4. 将英语应用能力的训练具体体现于实用英语能力的培养之中。应用能力既指应用语言基本功的能力,更指把这些基本功运用到实际涉外交际中的能力。后者也可称作“实用能力”。“应用能力”是“实用能力”的基础,“实用能力”则是“应用能力”的具体体现。

5. 认真贯彻“学一点、会一点、用一点”,“听、说、读、写、译并重”和“边学边用、学用结合”的原则。

6. “教、学、考”相互照应。《高等学校英语应用能力考试大纲和样题》所规定的项目和要求都在教材中得到反映和训练。学完《新编实用英语》第2册可以参加“高等学校英语应用能力考试”的B级考试,学完第4册可参加A级考试。

《新编实用英语》由《综合教程》、《学学·练练·考考》、《教师参考书》以及配套的多媒体学习课件、电子教案、网络课程等组成。

《新编实用英语——综合教程》分为4册,每册10个单元,每个单元都由说(Talking Face to Face)、听(Being All Ears)、读(Maintaining a Sharp Eye)和写(Trying Your Hand)四部分组成,另有一个“趣味阅读”部分(Having Some Fun)。各部分的具体内容如下:

- 1) Talking Face to Face: 包括2个紧扣交际主题的对话样例,供学生学习模仿,并配有5个短小的交际话题模拟练习,使学生边学边练。

- 2) Being All Ears: 本部分是对Talking Face to Face的扩大与补充,以体现听力训练的范围要广于说的训练的原则,并为阅读作铺垫。

- 3) Maintaining a Sharp Eye: 本教程打破先教课文后进行语言训练的传统模式,把阅读作为外语教学训练的归结,并通过阅读开拓眼界,进一步提高语感和交际能力,为学生自主学习创造充分的条件。

- 4) Trying Your Hand: 这一写作部分又分为应用文写作(Applied Writing)和一般写作(General Writing)两部分。前者培养学生阅读和模拟套写《基本要求》规定的常用应用文的能力;后者则按句子写作、

功能写作和篇章写作等层次进行训练。

5) Having Some Fun: 每课选配一个短小精悍的幽默故事, 培养学生学习、体味与欣赏英语和英美文化的能力。

《新编实用英语》将为高职高专英语教学改革开创崭新的局面, 提高学生实际使用英语进行涉外交际的能力, 有利于彻底改变高职高专英语教学滞后于社会需求的局面。

《新编实用英语》由课委会主任委员、大连理工大学孔庆炎教授和课委会顾问、高等学校英语应用能力考试委员会主任委员、上海交通大学刘鸿章教授担任总主编, 负责全书的总体设计、编排和书稿的审订, 并聘请美国普渡大学 Margie Berns 教授作语言顾问。

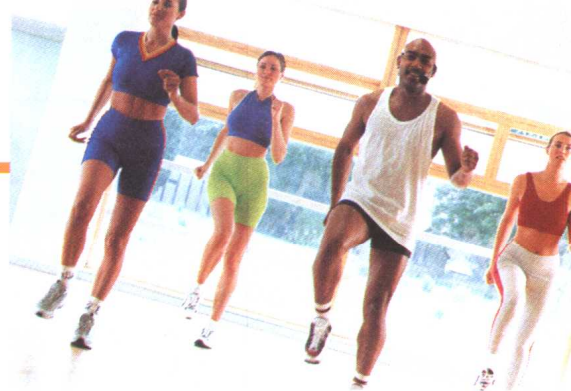
《新编实用英语——综合教程》第二册由长春工程学院安晓灿教授主编, 1、2 单元由大连理工大学王慧莉编写; 第 3 单元由长春工程学院安晓灿编写; 第 4、10 单元由长春工程学院景志华编写; 第 5、9 单元由沈阳电力高等专科学校刘然编写; 第 6、8 单元由苏州工业园区职业技术学院陈素花编写; 第 7 单元由北方交通大学包兰宇编写。

由于本书遵循的是完全崭新的编写思路, 实际编写中会有不当和疏漏之处, 望广大使用者批评指正, 以期本教程能为高职高专英语教学做出新的贡献。

编 者

2002 年 11 月

CONTENTS



1 INVITATIONS 1

Section I	Talking Face to Face	1
Section II	Being All Ears	5
Section III	Maintaining a Sharp Eye	8
	<i>Passage I Are You Really Being Invited?</i>	8
	<i>Passage II An Invitation Letter</i>	11
Section IV	Trying Your Hand	13
Section V	Having Some Fun	17

2 EMAILS 18

Section I	Talking Face to Face	18
Section II	Being All Ears	22
Section III	Maintaining a Sharp Eye	26
	<i>Passage I Online Growth Continued</i>	26
	<i>Passage II Pros and Cons of "Chatroom"</i>	30
Section IV	Trying Your Hand	32
Section V	Having Some Fun	36

3 COMMUNICATION BY PHONE 37

Section I	Talking Face to Face	37
Section II	Being All Ears	41
Section III	Maintaining a Sharp Eye	43
	<i>Passage I For Conversation Press # 1</i>	43
	<i>Passage II Communication by Phone in the U.S.</i>	47
Section IV	Trying Your Hand	50
Section V	Having Some Fun	54


4	MAKING RESERVATIONS	55
Section I	Talking Face to Face 	55
Section II	Being All Ears 	59
Section III	Maintaining a Sharp Eye 	62
	<i>Passage I Climer Londge</i>	62
	<i>Passage II Letter from the President</i>	66
Section IV	Trying Your Hand 	69
Section V	Having Some Fun 	74
5	AT A RESTAURANT	75
Section I	Talking Face to Face 	75
Section II	Being All Ears 	79
Section III	Maintaining a Sharp Eye 	83
	<i>Passage I Toledo: A Problem of Menus</i>	83
	<i>Passage II Toast at a Wedding</i>	86
Section IV	Trying Your Hand 	88
Section V	Having Some Fun 	92
6	SHOPPING	93
Section I	Talking Face to Face 	93
Section II	Being All Ears 	97
Section III	Maintaining a Sharp Eye 	100
	<i>Passage I Tangsancai — An Ideal Tourist Souvenir</i>	100
	<i>Passage II Ordering a Gift Online</i>	104
Section IV	Trying Your Hand 	107
Section V	Having Some Fun 	111
7	ENTERTAINMENTS AND TOURIST ATTRACTIONS	112
Section I	Talking Face to Face 	112
Section II	Being All Ears 	116
Section III	Maintaining a Sharp Eye 	120
	<i>Passage I Luciano Pavarotti — Bringing Opera to the World</i>	120
	<i>Passage II Visiting the Gateway Arch</i>	124




CONTENTS

Section IV	Trying Your Hand 	126
Section V	Having Some Fun 	130






8 FAREWELL 131

Section I	Talking Face to Face 	131
Section II	Being All Ears 	136
Section III	Maintaining a Sharp Eye 	139
	<i>Passage I The Most Unforgettable Character I've Met</i>	139
	<i>Passage II A Farewell Speech</i>	143
Section IV	Trying Your Hand 	145
Section V	Having Some Fun 	149

9 APPLYING FOR A JOB 150

Section I	Talking Face to Face 	150
Section II	Being All Ears 	156
Section III	Maintaining a Sharp Eye 	160
	<i>Passage I Applying for a New Boss</i>	160
	<i>Passage II Beginning the Business</i>	163
Section IV	Trying Your Hand 	166
Section V	Having Some Fun 	171

10 MANAGERS AND CEOS 172

Section I	Talking Face to Face 	172
Section II	Being All Ears 	177
Section III	Maintaining a Sharp Eye 	180
	<i>Passage I One Minute Manager</i>	180
	<i>Passage II Remarks at the Marco Polo Award Presentation Ceremony</i>	185
Section IV	Trying Your Hand 	188
Section V	Having Some Fun 	192

NEW WORDS AND EXPRESSIONS 193

VOCABULARY 203

PHRASES 212

SECTION I

Talking Face to Face**Invitation Cards and Letters**

Invitation cards are often used for inviting people. Now let's read the following sample cards and practice two short dialogues.

Mr. and Mrs. Wang
request the pleasure of your company
at a dinner party in celebration of
their daughter's eighteenth birthday
Saturday, the sixth of March
at 8:00pm
74 Salisbury Street, Beeston, Nottingham

Sample 1**Sample 2**

Dear Mr. Smith,

You are invited to attend a hike to the Great Wall on Friday, November 17th. The coach will leave at 7 o'clock. Your family and friends are welcome, too.

We would feel honored if you can join us for the wonderful trip.

Peter Chang

Follow the Samples

1 Inviting Friends to a Party

- Wang: Hello, William. What are you doing tomorrow evening?
- William: Tomorrow evening? Nothing special, I was thinking of watching TV.
- Wang: Drag yourself away from television for a change. I'm having a few friends to have a dinner party tomorrow to celebrate my daughter's birthday. How would you like to join us?
- William: Great. That would be super. Congratulations!
- Wang: Thank you. How about eight o'clock? Is that OK?
- William: Oh yes, fine. Would it be alright if I brought somebody with me?
- Wang: Yes, of course.
- William: OK. Fine. Do you want me to bring something to drink? Red wine or white?
- Wang: Um, white wine, if you feel you must bring something. But it's not necessary.
- William: I'll do that. Well, indeed, thank you very much for inviting me.
- Wang: My pleasure.
- William: I'll be along at eight. Looking forward to it.
- Wang: Yeah, see you then.



2 Declining an Invitation

- Chang: Are you doing anything special on Friday, Mr. Smith?
- Smith: Yes, Mr. Johnson and I have promised to call on some friends at the embassy.
- Chang: Oh, what a pity!
- Smith: What did you have in mind?
- Chang: We were thinking of asking you and Mr. Johnson to go to the Great Wall.
- Smith: I'd love to and I'm sure Mr. Johnson would, too. I wonder if we could make it some other time if it is convenient?
- Chang: What about Saturday? But I need to alert you that the coach will leave quite early at 7 o'clock.
- Smith: I'll ask Mr. Johnson if he has any plans, but I think it'll be all right. Suppose I give you a ring this afternoon and let you know.
- Chang: That would be fine.

Act Out

Here is a group of short dialogues. Follow the examples to make more conversations with your partner.

1

Let's go swimming today.

Oh, I've no idea yet. How about going to the downtown pool?



Good idea. Where do you want to go?

Okay. That's fine with me.

Task: Suggest going skiing with your friend.

2

A: What are you doing on Saturday night?

B: I'm not sure. Why?

A: Well, I was thinking of going to a movie with you this weekend.

B: Sounds great.

Task: Invite your friend to go to a concert on Friday evening.

3

A: What are you going to do this weekend, Jenny? Got any plans?

B: Want to see a movie? "Ghost" is on at the Marina.

A: Yeah, why not? The early show or the late show?

B: Let's go to the late show, and we could do something afterward. Maybe go dancing or hear some music.

Task: Invite your friend to go to the early show of the movie "My Fair Lady".

4

A: Would you like to go roller skating this Saturday afternoon?

B: Saturday afternoon? I'm afraid I won't be able to. I've got to help my parents clean up the yard.

A: Maybe some other time then.

B: That would be nice. We should try and do something together soon.

Task: Decline your friend's invitation to go dancing next Friday afternoon.

5

A: Well, thank goodness. It's Friday, Jean?

B: Yes, it was a long week, Ken.

A: Say, I was wondering if you would like to go out to dinner tonight. I'd like to take you somewhere really special.

B: Oh, thanks, but ... maybe some other time. I've got so much work to do. I'll be working at the office late tonight.

Task: Decline your friend's invitation to go out to dinner.

- Refer to the Data Bank in the Workbook for More Relevant Expressions.

Put in Use

- 1** Imagine you are inviting your friend Bill to a concert tonight, but he happens to have to finish a term paper. Complete the following conversation with him by filling out the blanks.

You: ① _____, Bill?
 Bill: I'm not sure. Why?
 You: Well, ② _____ if you would like to go to a concert with me?
 Bill: Tonight? ③ _____. But I really have to stay in and ④ _____.
 You: That's too bad.
 Bill: It is. Going to a concert sounds like a lot more fun than writing a term paper.
 You: Oh, maybe ⑤ _____. We should try and do something together soon.
 Bill: ⑥ _____. Let's talk about it together later.
 You: OK. See you later.

- 2** Imagine you are a friend of Jennifer's. Tomorrow is your birthday. You are inviting her to come to your birthday party. Fill in the blanks according to the Chinese version provided.

You: Jennifer, ① _____? (你明天晚上有什么特别的事吗?)
 Jennifer: No, nothing special.
 You: ② _____? (我想请你参加我的生日聚会。你愿意来吗?)
 Jennifer: Yes, I'd love to.
 You: ③ _____? (好的,你在七点钟来好吗?)
 Jennifer: Oh, yes, fine. Do you want me to bring something to drink? Orange juice or lemonade?
 You: ④ _____. (如果你一定要带什么的话,就带柠檬汁吧。)
 Jennifer: I'll do that. Thank you very much for inviting me.

- 3** Imagine you are a friend of Mary's. You are asking her to go to a movie. Play your role according to the clues given in the brackets.

You: ① _____ (问对方这个周末打算做什么), Mary? Got any plans?
 Mary: Nothing special. Why?
 You: Want to see a movie? ② _____ (告诉对方友谊电影院正在放映“雷雨”。)
 Mary: Yeah, why not? ③ _____ (询问看早场还是晚场。)



- You: Let's go to the early show, and we could do something afterward. ④ (建议去肯德基或咖啡馆。)
- Mary: ⑤ (表示要去肯德基。)
- You: ⑥ (询问在什么时间和地点见面。)
- Mary: I'll come to your house to pick you up at six o'clock.
- You: ⑦ (表示同意与感谢。) See you then.

SECTION II

Being All Ears

**Listen and Decode**

- 1 Listen to Dialogue 1 and decode the message by finding the correct choices in the brackets according to what you hear.**

Mike and Claire are discussing their plans for ① (today, tomorrow, the day after tomorrow). Mike suggests going to the ② (ball room, ball game, ball match), but Claire doesn't want. Then Mike invites Claire to go ③ (skating, skiing, skidding). Claire loves this idea as she hasn't done it ④ (for a short time, for a few years, for a long time). But Claire seems to remember that it's supposed to be ⑤ (very wet, quite cold, very warm) tomorrow. In that case, it won't be a good idea to go skiing. So, they ⑥ (agree, argue, arrange) to wait and see what the weather will be like tomorrow.

Listen and Respond

- 2 Listen to the dialogue again and then answer the following questions orally.**

- 1 Does Claire have any plans for tomorrow?
- 2 What suggestions does Mike make?
- 3 How does Claire know it's supposed to be warm tomorrow?
- 4 Does Mike also know about the weather condition tomorrow?
- 5 What will Mike do tomorrow morning?

Listen and Complete

- 3 Now listen to Dialogue 2 and then complete the following statements.**

- 1 Lin Da is a _____

- 2 Lin Da is discussing with the tourists the plan of _____ in the countryside.
- 3 There is _____ for the whole group in the farmer's house.
- 4 Today is _____.
- 5 Chris is the _____ of the group of tourists.

Listen and Judge

4 Now listen to the dialogue again and try to do the multiple choice exercise below.

- 1 The farmer's house where the group of tourists will stay is in the _____ of Beijing.
 - a northeast
 - b north
 - c south
 - d southeast
- 2 They will leave for the countryside on _____.
 - a Friday afternoon
 - b Friday evening
 - c Saturday morning
 - d Saturday evening
- 3 Lin Da advises them to bring with them _____.
 - a warm clothes only
 - b umbrellas
 - c light shoes
 - d raincoats
- 4 They are probably touring in _____.
 - a spring
 - b summer
 - c autumn
 - d winter

Listen and Read

5 Now listen to something more challenging — a passage with some blanks for you to fill in. The words in the brackets will give you some hints. A glance beforehand at the word list provided below will be of some help to you.

New Words and Expressions

presence / 'prezəns /	<i>n.</i>	出席, 到场
cocktail / 'kɒkteɪl /	<i>n.</i>	鸡尾酒
privately / 'praɪvətli /	<i>ad.</i>	私下; 个别地
request / rɪ'kwest /	<i>v.</i>	请求

RSVP (信函中用语) 请回复

How to Make an Invitation

An invitation consists of requesting someone's presence, stating the specific event, and setting ① (what?) _____. Spoken invitations are ② (how?) _____ for most occasions, but for certain special events, such as weddings, anniversaries and baby showers, ③ (what kind?) _____ invitations are traditionally sent. They should be answered ④ (how?) _____ and returned to the RSVP address.

It is fairly common to send printed "party" invitations for large semi-formal cocktail parties. They may say "regrets only" and give a telephone number ⑤ (where?) _____, which means you call only if you cannot ⑥ (do what?) _____.

Invitations are usually made privately, ⑦ (how?) _____. That is, only the people being invited hear the invitation. People usually do not feel ⑧ (how?) _____ inviting you to a party if you are with someone who is not going to be invited.



Listen and Match

6 Listen to the passage again and match the information in Column A with the choices in Column B.

Column A

- 1 An invitation consists of _____
- 2 Spoken invitations are acceptable for _____
- 3 The words "regrets only" and a telephone number means _____
- 4 Invitations are usually made _____

Column B

- a. requesting someone's presence.
 - b. stating the specific event.
 - c. setting the time and place.
 - d. all of the above.
-
- a. weddings.
 - b. anniversaries.
 - c. most occasions.
 - d. baby showers.
-
- a. if you cannot attend, call the host.
 - b. if you can attend, call the host.
 - c. if you want to change the schedule, call the host.
 - d. if you want to know the details, call the host.
-
- a. publicly.
 - b. privately.
 - c. secretly.
 - d. directly.



Listen and Conclude

7 Write out the general idea of the passage in one paragraph by answering the following questions.

- 1 What does an invitation consist of?
- 2 Are spoken invitations fine for most occasions?
- 3 How should formal written invitations be answered?
- 4 What kind of invitation should be sent for large semi-formal cocktail parties?
- 5 How should people make an invitation?
- 6 How do people usually feel inviting you when you are with someone who is not going to be invited?

SECTION III

Maintaining a Sharp Eye



PASSAGE I

Are You Really Being Invited?

If someone asks if you are free at a certain time and invites you to an event, you are not required to commit yourself until you know what the invitation is for. For example, if you say that you're free and the invitation turns out to be something you'd hate to do (a trip to a local sight you've seen ten times), then you will be in a position to take back your acceptance or invent an excuse later. If this happens, tell the person who invites you that you have to check and that you'll tell him or her later. If an invitation must be refused, most people expect a reason. The following sequence would be appropriate: apology, reason for refusal, thanks for the invitation.

When someone asks you to his or her home, it is very clear who is the guest and who is the host, but invitations to restaurants for lunch, dinner, coffee, a drink, etc., sometimes present problems, and the customs vary in different parts of the United States.

In many instances it is the inviter who pays, as one would expect, but in some instances each one pays his or her own check: You "go Dutch." This is often the case with friends in informal situations, such as "Let's go and get a beer" or "Want a cup of coffee?" In some parts of the country, however, some people like to entertain friends by taking them to a restaurant for dinner instead of having dinner at home. In this case the host expects to pay and the guest may offer to leave the tip, which may be declined by the host. (If so, just let the matter drop.) If the invitation is expressed in fairly casual terms, such as "Let's go to (name of a restaurant) for dinner," it may be more of a suggestion than an invitation, so you should be prepared to pay your part of the bill.

If you want to invite someone for a meal at a restaurant, be explicit: "I'd like to take you to..." Americans should be explicit also, but they often assume you know the local customs in the matter.

Ask a friend's advice if you are not sure.

There are also phrases that sound like invitations but in fact are not. People may say things like: "We'll have to get together sometime" or "You'll have to come over and visit us sometime." You can identify such non-invitations by their generality — there is no specific time mentioned, and the word "sometime" is often used. They are often ritual expressions of parting. On these occasions you could respond: "Yes, that would be nice," or "I'd love to", or something similar, and then let the subject drop. If they do not call you, you could always invite them for some occasion.

Read and Think

1 Answer the following questions according to the passage.

- 1 What should you do if someone only invites you, but doesn't say what the invitation is for?
- 2 What is the proper sequence for refusing an invitation?
- 3 What does "go Dutch" mean?
- 4 What is the key word in the expressions that sounds like invitations but actually is not?

Read and Complete

2 Fill in the blanks without referring to the passage.

In many instances it is the inviter who pays, as one would expect, but in some (1) _____ each one pays his or her own check: You "go Dutch". This is often the case with friends in (2) _____ situations, such as "Let's go and get a beer" or "Want a cup of coffee?" In some parts of the United States, however, some people like to (3) _____ friends by taking them to a restaurant for dinner instead of having dinner at home. In this case the (4) _____ expects to pay and the guest may offer to leave the tip, which may be declined by the host. (If so, just let the matter drop.) If the invitation is expressed in fairly (5) _____ terms, such as "Let's go to (name of a restaurant) for dinner," it may be more of a (6) _____ than an invitation, so you should be prepared to pay your part of the bill.

3 Complete each of the following statements according to the passage.

- 1 If you say that you're free and the invitation turns out to be something you'd hate to do, then you are in a position to take back your acceptance and _____.
- 2 Invitations to restaurants for lunch, dinner, coffee, a drink, etc., sometimes _____ with who will pay.