

职校英语教学丛书

# 商贸英语900句

(第一分册)

## 日常英语

上海市东辉职业技术学校组织编写

• 主编 沈建新



• 华东理工大学出版社

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## 日常英语

English 900 for Commerce

BOOK I

Daily English

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## 前 言

《商贸英语 900 句》(English 900 for Commerce)是供职业技术学校及中等专业技术学校使用的教材。全书共三分册,第一分册为“日常英语”,第二分册为“商业英语”,第三分册为“外贸英语”,每册有基本句型 300 句,共 20 课,按每课 6 学时计,120 课时授完一册。

本教材为适应职业技术学校培养学生成为外向型复合型人才之需,以口语为主,配以必要的词汇、短语、基本句型操练及练习,使学生在一到二年内能进行日常会话、商业及贸易交谈,并为进一步发展语言运用能力和交际能力打下扎实的基础。为便于教学,本书还配有同步录像及教师用书。

本教材在编写过程中得到校长万善正先生的关心和本校英语老师贺晓红、庄从容、夏锦梅、吴玉清等的帮助,在此表示衷心的感谢。由于成书时间仓促,肯定有许多不足之处,请同行们和广大读者批评指正。

编 者  
1995 年 3 月

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# Lesson One

## Greetings and Parting

### Useful Sentences

1. How are you this morning?
2. I'm very well, thank you.
3. And you?
4. Lovely day, isn't it?
5. I haven't seen you for a long time.
6. Have you been out for a walk?
7. It's such a fine day.
8. I hope I'd go out for some fresh air.
9. I hope I can see you soon.
10. I'm afraid I must be going now.
11. I have to attend a meeting this evening.
12. Nice to have seen you.
13. In that case I won't keep you.
14. Come and see me when you have time.
15. I'll do that.

## Dialogue I

### Greetings

Chang: Good morning, Mr Smith.

Smith: Good morning, Mr Chang.

Chang: How are you this morning?

Smith: I'm very well, thank you. And you?

Chang: I'm fine, thank you.

Smith: Lovely day, isn't it?

Chang: Yes, isn't it? I haven't seen you for a long time.

Have you been out for a walk?

Smith: Yes, it's such a fine day that I thought I'd go out for some fresh air.

Chang: That's good. I hope I can see you soon.

## Dialogue II

### Parting

(Chang is leaving after spending an afternoon at Wang's.)

Chang: (getting ready to leave). I'm afraid I must be going now.

Wang: Must you? It's still early.

Chang: I really must. I have to attend a meeting this evening. Nice to have seen you.

Wang: Well, in that case I won't keep you.

Chang: Now, come and see me when you have time.

Wang: Thanks. I'll do that. Good-bye.

Chang: Good-bye.

### Notes

1. Lovely day, isn't it? 这是句附加疑问句,完整的句子应该为 It's a lovely day, isn't it? 口语中常省略。句子虽然是问话形式,实际上是惊叹语气,应当降调,回答: Yes, isn't it? 也用降调。
2. Yes, it's such a fine day that I thought I'd go out for some fresh air. 是啊,天气这样好,我想出去呼吸点新鲜空气。(话里表达了没有出去散步前的想法),I'd 是 I would 的缩写。
3. At Wang's = At Wang's house
4. 在 I must be going now 前,加上 I'm afraid,口气较为缓和些。
5. Nice to have seen you. 见到你真好极了。注意:这是分别时所说的话。Nice to see you. 是见面时所说的话,不要相混。

### Word List

1. thought [θɔ:t] *vt.* 为动词 think 的过去时
2. parting ['pa:tiŋ] *n.* 辞行
3. fresh [freʃ] *a.* 新鲜的



## Drills

- How are you  
How is everything with you
1. How is everything going with you this morning?  
How are you getting along(on)  
How are things with you

- very well  
quite well
2. I'm quite all right , thank you.  
fine  
not bad

- And  
How about
3. you?

- Lovely  
Good  
Fine
4. day, isn't it?

- seen  
met
5. I haven't you for a long time  
quite a while .  
e.g.

6. Have you been out for a walk?

7. It's 

such a fine
so lovely a
so nice a

 day.

8. I 

thought I'd
expected to
planned to

 go out for some fresh air.

9. I 

hope
expect

 I can see you soon.

10. I'm afraid I must be 

going now
off now
running along

.

11. I 

have to attend
must be present at

 a meeting this evening.

12. 

Nice to have seen you
Nice to have met you
It was nice seeing you

.

13. 

In that case
In that situation
If so

 I won't keep you.

14. Come and see me when you 

are free
are not occupied
have time

.

15. I 

'll do that
am sure to come
promise to do so

.

## Exercises

### I. Talk on the following situations:

1. How would you greet?
  - a. a classmate in the morning.
  - b. an old friend when you meet him in the street.
2. How would you inquire the health of:
  - a. a friend of your brother's.
  - b. Mr White, who came to Shanghai as a guest of your family?
  - c. Your roommate?
3. Reply the following:
  - a. Good afternoon.
  - b. How are you?

- c. How is your family?
- d. How are you getting on at the school?
- 4. Prepare dialogues on the following situations:
  - a. Lee meets his teacher in front of the classroom.  
They greet each other and Lee speaks of the weather.
  - b. It's ten o'clock in the evening. You have been to the cinema with a schoolmate. Say good-bye to him.
  - c. Say good-bye to a friend and mention you'll see him the next day.
- 5. What would you say in answer to:
  - a. Good-bye and good luck.
  - b. I wish you a pleasant journey home.
  - c. I hope we'll meet again sometime.
  - d. Thank you for everything you have done for me during my stay here.

**II . Complete the following dialogues :**

- 1. Chang: Good evening, Mr. Smith.  
Smith: \_\_\_\_\_, Mr. Chang.  
Chang: How is everything with you?  
Smith: \_\_\_\_\_.  
Chang: Have you done any sightseeing yet?  
Smith: \_\_\_\_\_.
- 2. Lee: I'm afraid I must be off now.  
Chang: \_\_\_\_\_.

Lee: Yes, I really must go. I have to do homework and prepare the lesson.

Chang: \_\_\_\_\_.

Lee: Good evening.

III. Put the following into English:

1. 学校里一切都很好。
2. 好久没见到你了, 小张。你一切都好吗?  
——好, 谢谢。
3. 听说你病了(很遗憾), 好一点了吗?  
——好多了, 谢谢。
4. 这几天天气真好啊!
5. 咱们去散步, 吸些新鲜空气。
6. 我得走了, 今晚还有很多事要做。
7. 史密斯先生, 祝你回家旅途一路顺风。
8. 既然你有事, 我不留你了。

## Lesson Two

### Introductions

#### Useful Sentences

16. Let me introduce him to you.
17. Mr Wang has told me a lot about you.
18. I think I've heard a lot about you.
19. Mr Wang and you are classmates, is that so?
20. We have known each other for years.
21. I shall appreciate your assistance in the future.
22. I'll be only too glad to be of any help.
23. May I introduce myself?
24. I'm Lee Meifang.
25. I'm studying at Shanghai Tonghui Vocational School.
26. Welcome to our school.
27. I'm from New York City.
28. Is this your first visit to China?
29. I do love to come to China for a visit.
30. I hope you'll have a good time in China.

## Dialogue I

Wang: Miss Lee, let me introduce him to you. This is Mr Robert.

Lee: How do you do?

Robert: How do you do?

Lee: Mr Robert, Mr Wang has told me a lot about you.

Robert: I think I've also heard a lot about you, Mr Wang and you are classmates, is that so?

Lee: Oh yes. We have known each other for years.

Robert: I shall appreciate your assistance in the future.

Lee: I'll be only too glad to be of any help.

## Dialogue II

Lee: May I introduce myself? I'm Lee Meifang. I am studying at Shanghai Tonghui Vocational School. Welcome to our school, sir.

Smith: Thank you, Miss Lee, I'm John Smith. I'm from New York City, in the U. S. A.

Lee: Is this your first visit to China, Mr Smith?

Smith: Yes. I do love to come to China for a visit.

Lee: I hope you'll have a good time in China.

## Notes

1. is that so? “so”为副词, 往往代替前句中的形容词、名词或动词, 表示“同样、如此、不错”。
2. I'll be only too glad to be of any help. 我能提供帮助真是太高兴了。

此句中“only too”表示“非常、实在”, 相等于“very”, “really”。

3. I do love to come to China for a visit. 我确实喜欢到中国来访问。

句中“do”为助动词, 用来加强语气, 相等于“really”, “exactly”, 又如: I do want to visit Beijing sometime. 我真想某个时间去北京参观。

He did say he had once been to New York City. 我确实说过他去过纽约。

4. have a good time, 玩得愉快。相等于 enjoy oneself.

## Word list

1. introduction [intrə'dʌkʃən] *n.* 介绍、引见  
introduce [intrə'dju:s] *vt.* 介绍、引见
2. appreciate [ə'pri:ʃieit] *vt.* 感激、欣赏、赞赏
3. assistance [ə'sistəns] *n.* 帮助、协助
4. vocational [vəu'keɪʃənl] *a.* 职业的、行业的



## Drills

1. 

Let me
May I
Allow me to

 introduce him to you?
  
2. Mr Wang has told me 

a lot
much
a great deal

 about you.
  
3. I 

think
believe
am sure

 I've 

heard
known
learned

 a lot about you.
  
4. Mr Wang and you are 

classmates
schoolmates
workmates

 , is that 

so
true
right

 ?
  
5. We have 

known each other
been friends
made acquaintance

 for years.
  
6. I shall 

appreciate
enjoy
be grateful for

 your 

assistance
help

 in the future.