

Practical Spoken English

实用英语 口语教程

孙冬梅 于剑◎主编

山东人民出版社





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Module I

Communication

1.1 Greeting and Introduction

问候与介绍

Words and Phrases

colleague 同事

tutor 导师

manager 经理

roommate 室友

buddy 好友

country fellow 老乡

nephew 侄子

niece 侄女

uncle 叔叔,伯伯,舅舅,姑/姨夫

mother-in-law 婆婆,岳母

sister-in-law 嫂子,弟妹,大/小姑子

superior 上司

president 总裁

coach 教练

teammate 队友

partner 搭档

relative 亲戚

cousin 堂/表兄弟,堂/表姐妹

aunt 姑姑,阿姨,伯母,婶母,舅母

father-in-law 公公,岳父

brother-in-law 姐/妹夫,大/小舅子

Useful Sentences

1. 很高兴见到你。

It's nice to see you.

I'm glad to see you.

I'm happy/pleased to meet you.

It's great/good to see you here.

2. 你近来怎么样?/你近来好吗?

How's everything with you recently?



How are you getting along these days?

How are things with you?

How is everything going?

What's up?

What's new?

Does everything go well with you?

Are you getting along well recently?

3. 很好。

Terrific!

Pretty well!

It's wonderful.

Not bad.

4. 还可以。

Just as usual.

So-so.

Nothing special.

I can't complain too much.

5. 好久不见了。

Haven't seen you for a long time.

Long time no see.

It's been a long time.

6. 你最近在忙什么?

What's going on?

What's up?

What are you up to?

7. 让我给你介绍一下史密斯先生。

Let me introduce Mr. Smith to you.

Allow me to introduce Mr. Smith to you.

I'd like to introduce Mr. Smith to you.

May I be honored to introduce Mr. Smith to you?



Dialogues



Dialogue 1

A: How do you do?

Notes

1. 英语国家的人们见面时,经常以谈论天气开始他们的谈话。
2. Do you mind if I sit here? 我坐在这儿你介意吗? 肯定回答一般为 Of course not. /Not at all. 否定回答一般为 I'm afraid you can't. /I'm sorry you can't. 然后再给出理由。
3. 英语名字通常包括两部分:姓和名,名在前,姓在后。像 Peter Sharp 和 Mary Green,名分别为 Peter 和 Mary,而姓分别是 Sharp 和 Green。
4. 称呼 Mr. , Mrs. , Miss, Ms. 一般加在姓前面,像 Mr. /Mrs. Sharp 夏普先生/夫人, Miss Green 格林小姐, Ms. Wang 王女士。

Dialogue 3

A: Mary, I'd like to introduce my tutor, Mr. Smith to you.

B: Good. Let's go.

A: How are you, Mr. Smith?

C: Fine, thanks. Haven't seen you for a long time. And how are you?

A: I'm fine, too. Thanks. Mary, this is my tutor, Mr. Smith. Mr. Smith, this is my friend, Mary.

C: How do you do, Mary?

B: How do you do, Mr. Smith? Glad to know you.

C: Glad to know you, too.

A: Mary likes collecting stamps.

C: So do I. Maybe we can exchange some.

B: That would be nice.

A: We must go to class now. Goodbye, Mr. Smith.

C: Goodbye, Peter. Goodbye, Mary.

B: Goodbye.



Notes

1. 在为别人作介绍时,一般先把年轻的介绍给年长的,先把地位低的介绍给地位高的,以示尊重和礼貌。
2. 介绍别人时,一般用 This is... 而不用 He/She is...
3. So do I. 根据上文翻译成“我也喜欢”。句型为 So+助动词/情态动词/系动词+主语。另如: She can swim. So can I. 她会游泳,我也会。He is an engineer. So is his father. 他是一位工程师,他父亲也是。
4. exchange 交换

Cultural Tips



1. 在英美国家,两人交谈时,话题通常是天气、工作、兴趣和爱好等,切忌谈及个人隐私,如个人财产状况、工资收入、个人履历等,对于妇女,尤其应避免谈及婚否、年龄等。
2. 在公共场合,切勿高声喧哗,此被视为不礼貌、缺乏修养的表现,所以不要远距离大声打招呼,要等双方走近后再互相问候致意。
3. 与人交谈时,切忌东张西望,心不在焉,应集中注意力,正视对方,使人感觉到你在听他说话,否则是不礼貌的表现。

Exercises



I. What should you say in these situations (trying to use the sentence structures above)?

1. If you meet someone for the first time, what will you say?
2. You haven't seen someone for a long time. What will you say to show your concern?
3. If you feel very good, what should you respond to other's greeting?
4. If you feel as usual, what should you respond to other's greeting?
5. If you want to introduce Mr. Smith to me, what will you say?

II. Now make similar conversations according to the given situations. Try to use the following sentence structures and expressions.

Situation 1

Jane and Ann were college students. They haven't seen each other for five years. Today they met in a shopping mall by chance. Jane introduced her hus-

band to Ann. The two friends both feel very surprised and pleased. So they are talking quite warmly.

References:

Haven't seen you for ages.

Pleased to meet you here.

How is everything going with you?

Not bad.

Let me introduce... to you.

This is...

Situation 2

During the World Kite Festival, Helen comes to Weifang. This is the first time she has come to this city. On a fine day, she came to the People's Park and met a student from Shandong Vocational College of Science & Technology. After greetings and introductions, they became friends.

References:

How do you do?

May I know your name?

I'm...

Do you mind if...?

What/How about you?

Nice talking to you.

Fun Reading



How Old Is She?

A woman was having some trouble with her heart, so she went to see the doctor. He was a new doctor, and did not know her, so he first asked some questions, and one of them was, "How old are you?"

"Well," she answered, "I don't remember, doctor, but I will try to think." She thought for a minute and then said, "Yes, I remember now, doctor! When I married, I was eighteen years old, and my husband was thirty. Now my husband

is sixty, I know. And that is twice thirty. So I am twice eighteen. That is thirty-six, isn't it?"

Keys to Exercises



Exercise I.

1. It's nice to see you.
I'm glad to see you.
I'm happy/pleased to meet you.
It's great/good to see you here.
2. How's everything with you recently?
How are you getting along these days?
How are things with you?
How is everything going?
What's new?
Does everything go well with you?
Are you getting along well recently?
What's going on?
What's up?
What are you up to?
3. Terrific.
Pretty well.
It's wonderful.
Not bad.
4. Just as usual.
So-so.
Nothing special.
I can't complain too much.
5. Let me introduce Mr. Smith to you.
Allow me to introduce Mr. Smith to you.
I'd like to introduce Mr. Smith to you.
May I be honored to introduce Mr. Smith to you?

Exercise II. (open)

1.2 Saying Goodbye

告别

Words and Phrases

See you soon. 回头见。

Take care. 保重。

in a hurry 匆忙

ahead of time 提前

concert 音乐会

in particular 特别是,尤其是

So long. 再见。

See you around. 回见。

take off 动身

marvelous 奇迹般的,不平常的

come around for sb. 来找某人

decline 拒绝

personal appointment 私人约会

Take it easy. 再见。

drop in 顺便走访

see off 送别

call on sb. 拜访某人

convenient 方便的

manage it 设法做到

All the best. 万事如意。

safe and sound 安然无恙

touch 联系

in advance 事先

museum 博物馆

make clear 清楚表明

Useful Sentences



1. 我要告辞了。

I'm leaving.

I'm going to go.

I have to be off.

I'd better be on my way/leaving.

Well, I must be off now.

I have to be running along.

I've got to get going.

2. 认识你很高兴。

It is a pleasure meeting you.

Good meeting you.

Nice talking to you.

I've enjoyed meeting/talking to/seeing you.

3. 谢谢你,让我度过了一个愉快的晚上。

Thank you for a lovely/wonderful party/evening.

Thank you, I have enjoyed the wonderful evening.

Thank you very much. It is a marvelous dinner.

I really enjoyed the meal.

I really had a pleasant/enjoyable/great evening.

I had lots of fun tonight. /I had a wonderful/great time being with you.

I enjoyed every minute of the party.

4. 欢迎再来。

Drop in again whenever you have time.

It's been lovely to see you again.

Look forward to seeing you again.

5. 请代我向你父母问好。

Please give my regards to your parents.

All love to your parents.

Best regards to your parents.

Send your parents my best.

6. 别忘了保持联系。

Don't forget to keep in touch.

Stay in touch.

Don't forget to give me a call.

Don't forget to write to me.

7. 再见,祝你愉快。

Bye-bye. Have a nice day.

Have fun!

Bye. Take care(of yourself).

See you. Best wishes.

So long. Good luck.

Bye. All the best.

8. 旅途愉快。

Have a nice trip.

Safe and sound.



Have a good journey.

Have a safe landing.

Wish you a pleased journey home.

9. 你一定要走吗?

Must you go?

Can't you stay?

Please don't be in such a hurry.

Can't you stay a little longer?

10. 急着干什么去呀?

What's the hurry?

Why are you in a hurry?

Why are you hurrying?

11. 我们去干……要晚了。

We're going to be late for the movie.

We're going to be late for the appointment.

Dialogues



Dialogue 1

A: What time is it now?

B: It's seven p. m.

A: Well. I'm afraid I must be going now.

B: Why so soon? It's still early.

A: I know. But I have other fish to fry.

B: In that case, I won't keep you.

A: Thank you for a pleasant evening. Goodbye.

B: Good-bye. Do come again when you have time.

A: I will. See you.

Notes

1. I have other fish to fry. 我还有别的事要干。

2. Do come again when you have time. 有空一定再来。

Dialogue 2

A: Mr. Smith, I'm afraid I'd better be on my way.

B: Please don't be in such a hurry.

A: I'm leaving for China tomorrow. I must pack.

B: You're leaving so soon? When are you off?

A: Early tomorrow morning.

B: We'll miss you. Look forward to seeing you again someday.

A: I hope so, too. Thank you, Mr. Smith.

B: You're welcome.

A: Don't forget to give me a call. Take care of yourself. Bye.

B: Give my best to your parents. Bye! Have a good journey, and all the best.

Notes

1. drop in 拜访, drop in on/at 拜访某人/某地
2. give my best to... 向……问好。通常在送别亲朋好友时,会让对方转达对其家人和朋友的问候,表达方式多样: Mention me to Jane. 向简问好。Remember me to your father. 请代我向你父亲问候。Say hello to your family. / Please give my best regards to your family. 向你全家问好。

Dialogue 3

(Denise is going back to America. His friend Wang Ping is seeing him off at the airport.)

A: Thank you for seeing me off at the airport, Wang.

B: Don't mention it. That is the last thing I can do.

A: How time flies!

B: I really enjoyed the time we spent together.

A: So did I. You really gave me a lot of help when I worked in your company.

B: You are welcome. That is what I should do.

A: If by any chance you go to America, please don't forget to call me. I'll meet you at the airport.

B: Thank you. I would if possible.

A: OK, I will be looking forward to your coming.

B: It's time to board the plane. Hope to see you again. Bye. Have a good journey.

A: Goodbye.

Notes

1. That is the last thing I can do. 这是我起码应该做的。
2. board the plane 登机
3. by any chance 万一,也许,可能

Cultural Tips



1. bye-bye 这种再见方式,世界各地通用,而 see you later, see you soon 或 later 都是再见的意义。并不一定指待会见,就算半年以后再见也适用。

2. 英美人想道别时通常会用体态语言来暗示,比如看看表,或趁别人说话停顿起身,有礼貌地说:“Well, I'm afraid I must be going, because I have other appointment.”或“I am afraid I have to be leaving(running) now. So long.”而从来不会说“You must be tired.”或“I am sorry I took too much time.”

3. 按照英美人的礼仪,主人只把客人送到门口,而不会远送。作为客人无须说:“Stay where you are.”(请留步)之类的话。

Exercises



I. What should you say in these situations(trying to use the sentence structures above)?

1. If you want to leave your friend's home, what will you say?
2. If you want to see your friend off, what will you say?
3. If you want to give your wishes to your friend's family, what should you say?

4. If you hope your friend stay a more while, what should you say?

5. If you want to express you appreciation, what will you say?

II. Now make similar conversations according to the given situations. Try to use the following sentence structures and expressions.

Situation 1

A group of friends are having a party. You are one of them. You will have an important meeting the next day and you think you have to leave now. But

when you say goodbye to your friends, they try their best to get you stay.

References:

I'm afraid I have to be going.

Can't you stay a bit longer?

I really must go now.

I had a good time.

It's a pity...

Situation 2

At the airport, you are seeing off your friend from the United States. And say best regards to his family and his parents.

References:

Thank you for seeing me off.

Please give my regards to your parents.

Don't forget to give me a call.

Have a good journey.

Fun Reading



The Mean Man's Party

The notorious cheapskate explaining to a friend how to find his apartment, he said, "Come up to the fifth floor and ring the doorbell with your elbow. When the door open, push with you foot."

"Why use my elbow and foot?"

"Well, gosh," was the reply, "you're not coming empty-handed, are you?"

Keys to Exercises



Exercise I.

1. I'm leaving.

I'm going to go.

I have to be off.

I'd better be on my way/leaving.