

高职高专应用英语系列教材



应用英语口语

OPEN YOUR MOUTH

○主编：张燕如

外语教学与研究出版社
FOREIGN LANGUAGE TEACHING AND RESEARCH PRESS



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前言

《应用英语口语》依据高职高专英语教学“实用第一，应用为主”的原则而编写，以培养学生的英语应用能力为宗旨，尤其是学生的英语交际能力和口头表达能力。本教材供高职高专英语专业或非英语专业学生使用，以提高其英语口语的实际应用能力。

《应用英语口语》充分研究了国内外各层次的英语口语教材的编写素材及其特点，既吸纳国内口语教材中注重人文性、知识性、体系性的优点，又引入国外口语教材中注重实用性、交际性、可操作性的特点；既重视语言规范表达的基础性训练，又侧重语言交际运用的技巧和灵活性训练；既注重语言实际应用的训练，又注入文化背景知识的渗透。在口述总体思路的指导下，更新英语口语的教学理念和结构体系。本教材具有如下特点：

1. **内容丰富，语境真实，图文并茂，交际功能贯穿全文。**本教材包含 15 个单元，每单元一个主题，覆盖了与当代大学生日常生活、学习、工作相关的内容。设计真实的开放式的交际场景和操作性较强的交际方式，使大学生如临其境地进行模仿性或创造性的口语训练。

2. **语言地道、生动，强调口语化和交际性。**编写和选用语言新颖、地道、精练、上口的口语训练材料。尤其注重引用时代性、交际性、实用性较强的口语用语。由资深外籍教师经过几轮的审稿修正，力求语言本土化、口语化、规范化、简洁化，避免口语教材中常见的语言冗长、生硬、拖沓等问题，切忌书面式、中式英语的语言腔调。同时，注重交际性用语和交际策略的应用。

3. **以人为本，题材贴近生活，具有实用性和可操作性。**本教材在语言素材的编写上，以学生身处的中国社会文化环境为大背景，内容均与大学生非常熟悉并且感兴趣的日常生活或未来工作有关，强调将实用性、交际性、时代性、语境性融为一体。由于学生具备丰富的生活体验和口语交谈的素材来源，极易形成话题交际兴奋点，有利于模仿、交际和运用，真正达到学以致用目的。

4. **训练活动设计由浅入深，循序渐进，安排合理。**1) 本教材每单元自成独立的训练体系，设计话题词汇及套语的预热准备活动、话题交际活动、模仿性与场景创设性会话训练、开放性与拓展性讨论、语境交际练习、话题背景文化阅读及讨论等课堂活动，围绕同一话题展开训练，由易到难，符合学生口语表达能力培养的渐进性和过渡性。2) 各单元之间前后衔接承上启下，按照话题的难易程度，从常识性话题、生活类话题向文化类话题、社会类话题逐步过渡，不断提高话题的深度和难度。

5. 适当穿插中文，有利于学生搜集口语素材。在话题词汇与套语的预热准备活动中特意设计中英互译的词汇练习和配有参考译文的套语语料库，目的是帮助学生从母语的思维角度出发，联想到日常生活和工作，搜集充足的信息资料，顺利进入英语思维阶段，有利于开展话题训练。

6. 渗透中西方文化基本知识和各类常识。语言是文化的载体，针对教材中出现的相关知识点，穿插文化背景常识的介绍，呈现中西文化的差异性，拓展知识面，扩充信息量，有助于对语言的进一步理解、掌握和运用。

编写与使用说明

《应用英语口语》是一本供高职高专院校使用的口语教材。本教材的编写以教育部颁发的《高职高专教育英语课程教学基本要求（试行）》为依据。《基本要求》规定：高职高专教育英语课程教学的目的是培养学生实际运用语言的能力，突出教学内容的实用性和针对性，具有用英语进行交流沟通的初步能力。《应用英语口语》旨在帮助学习者通过学习本教材，用较为流利的英语、地道的语言、得体的表达方式就常见的话题进行口语交流。

本书由 15 个单元组成，每个单元围绕一个话题展开，分为三大部分：预热准备、交际训练及阅读拓展。

第一部分为预热准备性的话题词汇与套语练习（Warm-up Activities）。设计有话题词汇英汉互译、图片与词汇搭配练习、常用词汇与套语记忆等三项内容，版式新颖，图文并茂，为学生进入话题实践训练做好准备。

第二部分为交际训练（Tasks）。共包括四个训练活动：一般性讨论（Task 1）、情景对话（Task 2）、开放式小组讨论（Task 3）、实践操练（Task 4）。其中，一般性讨论（Task 1）：设计 Pair Work 的活动类型展开开放式的训练活动；情景对话（Task 2）：编写短小精悍的会话材料，设计情景口语训练任务，有助于学生模仿和运用对话中的场景用语，进行创造性的交际训练；开放式小组讨论（Task 3）：增加会话材料的难度和长度，扩充语言的信息量和文化性。设计 Group Work 的活动类型，要求学生展开讨论，找出信息来源，提出观点，拓展口语训练的空间；实践操练（Task 4）：提供材料背景信息，设计语境，恰当运用相关的话题词汇与套语，补充未知信息，进行巩固性练习。

第三部分为阅读拓展（Topic-Related Reading）。围绕话题选用语言难度适中的阅读材料，内容主要涉及社会文化、风俗人情、礼仪常识等，增加口语交际的词汇和内容，有助于进行拓展性和深入性讨论，扩大交流表达的空间。

本教材除可作为高职高专院校使用的口语教材外，还可供外资企业人员在涉外业务活动中使用及参考，也可供广大英语爱好者自学使用。希望本书能对广大师生、企业人员的学习、工作起到借鉴和帮助的作用。

本教材由张燕如主编。其中张燕如编写第八至十二单元及附录部分，并担任全书审稿工作，王立群编写第一至四、第十五单元，徐益编写第五、六、七、十三、十四单元。

本教材在编写过程中得到了南通纺织职业技术学院各级领导与教务处等部门的大力支持，外语教学与研究出版社在教材的策划、编写、版式设计、插图选配等方面提供了大力的帮助，在此一并表示衷心的感谢。

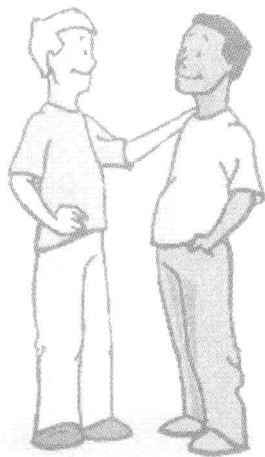
由于编者水平有限，加之时间仓促，书中错误和不当之处切盼广大师生予以批评指正，以便进一步修改和完善。

编者

2007年8月

CONTENTS

Unit 1	Greetings and Introductions	1
Unit 2	Likes and Dislikes	11
Unit 3	Thanks and Apologies	21
Unit 4	Complaints and Advice	31
Unit 5	Weather and Climate	41
Unit 6	Entertainment and Sports	50
Unit 7	Campus Life	60
Unit 8	Health	70
Unit 9	Food and Drink	81
Unit 10	Shopping	92
Unit 11	Travel and Tourism	102
Unit 12	Festivals and Customs	113
Unit 13	TV Programs and Advertisements	125
Unit 14	Job Hunting and Interviews	136
Unit 15	Future and Success	146



附录 1	练习参考答案	156
附录 2	话题分类词汇、套语汇总	171
附录 3	场景交际技巧性用语汇总	191
附录 4	实用英语口语 400 句	204

- ◆ Which kind of body language seems the most welcoming when you greet people? Why?
- ◆ What other gestures would you like to make when introducing or being introduced?
- ◆ Do you think the first impression is important in greetings and introductions? Why?

Exercise 2

Work in pairs and complete the table by writing the English or Chinese equivalents of the words given. Then, try to explain each item in English.

Typical vocabulary of greetings and introductions

称 呼		social status	
贵 宾		given name	
荣 幸		newcomer	
名 片		first impression	
社交场合		regards	

Exercise 3

Read the following useful expressions by yourself and try to keep them in mind.

Greetings

Welcome! Have a seat, please!	欢迎光临! 请坐!
Hi, Rose, what brings you here?	嘿, 罗丝, 哪阵风把你吹来了?
Good morning, sir. Welcome aboard!	早上好, 先生! 欢迎乘坐我们的航班!
Green Island Café. May I help you?	绿岛咖啡店, 请问有什么事?
Welcome to the Hilton Hotel!	欢迎光临希尔顿大酒店!
Welcome to our NBA game program!	欢迎收看我们的 NBA 节目!
Hi, come in and make yourself at home!	嗨, 请进, 别拘束, 请自便!
How are you doing now?	你现在情况如何?
Please remember me to your family!	请代问全家好!
Give my regards to your family!	请代我向全家人问好!

Introductions

May I introduce myself?	我可以自我介绍一下吗?
Will you please introduce me to that lady?	请介绍一下那位女士好吗?
I'd like you to meet my friend, Nancy.	我想让你认识一下我的朋友南希。
My name is Timothy, but you can call me Tim.	我是蒂莫西, 你可以叫我蒂姆。
The pleasure is all mine.	(认识你) 是我的荣幸。
This is Ann, our new section chief.	这是安, 我们部门的新主管。
Excuse me, are you Mr Alvin?	打扰一下, 您是阿尔文先生吗?
This is my business card. Call me if necessary.	这是我的名片, 有事请联系。
I'm from Seattle. How about you?	我来自西雅图, 你呢?
I've heard so much about you.	久仰您的大名。

Task 1

Work in pairs. Fill in the questionnaire and discuss the answers with your partner.

- Do you feel shy or nervous when greeting people? Why or why not?
☐ Yes. ☐ No. ☐ Sometimes.
- Do you often have social occasions to introduce yourself?
☐ Yes, quite often. ☐ No, not so often to others. ☐ Sometimes.
- When introducing others, who would you introduce first, the old or the young? Why?
☐ The old. ☐ The young. ☐ It depends.
- Do you like to greet people by using some body language? Why or why not?
☐ Yes. ☐ No. ☐ Occasionally.
- What kind of body language do you use?
☐ Hug. ☐ Kiss. ☐ Handshake.
- How would you formally address someone called Henry Smith?
☐ Mr Smith. ☐ Mr Henry Smith. ☐ Mr Henry.
- When you say farewell to friends at midnight, what do you say?
☐ Good evening. ☐ Good night. ☐ Good-bye.



Task 2

Work in pairs. Role-play the following conversations and make up your own according to the situations given below each conversation.

Conversation 1

A: Morning, Salina. Fancy meeting you here!

B: Morning, Miss Smith. It's a small world!

A: Lovely day, isn't it?

B: Yes. Isn't it! How's everything with you?

A: Everything's fine, thank you.

B: Are you doing anything special right now?

A: I'm going shopping with my friend Kate. Would you like to join us?

B: Great idea! Thank you! I'd like to.

Situation: You meet a new roommate on the campus, who is going to play basketball. Greet him and join him in playing basketball.

Conversation 2

A: Hi, Tod. Haven't seen you for ages! How's it going?

B: Oh, hi Rosilina. Just so-so. How about you?

A: Couldn't be better!

B: Ruth told me you are going to be in the school dance production. How long have you been learning ballet?

A: Oh, about three years.

B: Good for you. Ballet's so elegant. I hope you'll be a great success.

A: Thank you!

B: And remember me to your family!

A: Yes, I will. Thanks a lot!

Situation: You meet your old friend Sally, who has been busy with her research. Greet her and show your concern about her research.

Conversation 3 (at the airport)

A: Excuse me. Are you Professor Nettle from Central Queensland University in Australia?

B: Yes. And you are?

A: I'm Williams from Nanjing University. Welcome to Nanjing and to our university!

B: Thank you! I'm very glad to meet you!

A: I've come to pick you up.

B: That's very nice of you. Thank you!

A: My car is in the car park. Please come with me.

B: Thanks! Lead on!

Situation: You have been asked to pick up Professor Robert at the railway station. He's from Bond University and is going to give a lecture in your college. Greet him and introduce yourself.



Task 3

Work in groups of three or four. Role-play the following conversations and then discuss the questions after each conversation.

Conversation 1

A: Hello, Mr Black. Welcome to my home!

B: Please, call me Peter. Thank you very much for having me over!

A: And I'm Bill. You're very welcome. Come on in and make yourself at home!

B: Thank you. Your apartment is lovely, very comfortable.

A: Thanks! It's very quiet around here but the area is more popular than it used to be. The price of houses is rising quite fast. Where do you live now?

B: I'm living in an apartment in Zhaohui Garden, a newly built residential area near the park.

A: Oh, that's an ideal place to live.

B: Yeah, I like it. How are your parents, Bill?

A: They're pretty well, thank you.

B: And your business? I heard it's going well.

A: Much as usual. We can always do better!

Questions for Discussion:

1. What would you say when you greet a guest to your home?
2. How can you give a good impression to someone when you meet him/her for the first time?

Conversation 2

A: Welcome to our NBA game program! This is Han Qiaosheng. Today, we have the honor to have Yao Ming in the studio. Welcome to the show, Big Yao!

B: It's nice to be here! Thank you for offering me the chance to talk to audiences throughout China.

A: We're delighted to have you. Can you tell us about what you're doing in the NBA now?

B: Well, as you know, I've been playing with the Rockets for years. But I think I'm still improving. I feel all the experience of playing at such a high level is paying off.

A: Have you decided to come back to China for the Asian Basketball Championships this year?

B: For sure! It's an honor to play for my motherland. I believe our national team has a very good chance to do well.

A: How is your family?

B: They're pretty well, thank you! My parents are now living with me in the USA, you know.

A: That's great! We hope they're enjoying their time with you. And we're looking forward to hearing good news about your forthcoming games in China.

B: Thanks!

Questions for Discussion:

1. How do you greet people on a TV show?
2. How does Yao Ming like his performance in the USA?
3. Do you find it difficult or enjoyable to talk to a master hand in some fields? Why?

Conversation 3

A: Good morning, sir. Welcome aboard! May I know your seat number?

B: Good morning. We've got seats B8 and B9.

A: Here you are, sir. Window and aisle. You should get a good view of the Great Wall just after we take off.

B: Thanks!

A: I'm Zhang Hong. I'm at your service during the flight. Just call me if you need anything.

B: Very glad to meet you, Ms Zhang. I'm Bill Graham from Australia. This is my wife. We've been on a business trip this time.

A: How do you do, Madam?

C: How do you do? Ms Zhang. I'm Cathy. Just call me Cathy.

A: Glad to meet you! I hope you enjoy your journey!

C: Thanks a lot! I'm sure we will.

(Later)

A: Hello Mr and Mrs Graham. We're serving breakfast now. Would you like tea or coffee?

B: Tea for both of us, Ms Zhang. Thank you. You're looking after us very well.

Questions for Discussion:

1. Where does the conversation take place?
2. What is Zhang Hong?
3. Do you think it is important for a steward to greet passengers in a plane or on a train? Why or why not?

Culture Tips:

Usage of Mr, Mrs, Miss, Ms and Sir

Mr is used before a man's family name or the whole name, e.g. *Mr Smith* or *Mr John Smith*. It can also be used before the title of government officials, e.g. *Mr Chairman*, *Mr President*. So you can use the following ways to call *Charles Philips*: *Mr Philips*, *Mr Charles Philips*, *Charles*, but not *Mr Charles*. Generally, when you introduce yourself, don't give any title before your name. It is bad English to say "I'm *Mr Ford*".

Mrs is used before a married lady's surname or her whole name, e.g. *Mrs Hill*, *Mrs Susan Hill*.

Miss is used before an unmarried lady's surname or her whole name, e.g. *Miss Lipman*, *Miss Ann Lipman*. It can also be used by itself, if you don't know the name of a lady, e.g. "Will that be all, *miss*?". Sometimes, middle school students use it to address their female teachers.

Ms is used before the family name or the whole name of a lady when you don't know her marital status, e.g. *Ms Murphy*, *Ms Jean Murphy*.

Sir is used to address a man whose name you don't know. For example, "Are you ready to order now, *sir*?" Sometimes, middle school students use it to address their male teachers.

Task 4

Complete the following conversations according to the information given and role-play them with your partners.

Exercise 1

Complete the dialog by translating the Chinese given in brackets.

A is a sophomore from the English Department in a college; B is the director of the Information Center. A is asking for some information about job-hunting. B is greeting A and making some introductory remarks.

A: Excuse me. (1) _____ (这里是信息中心吗)?

B: Yes, it is. Come in, please!

A: (2) _____ (我叫索菲娅). A sophomore from the English Department.

B: I'm Taylor, the director of the center. (3) _____ (什么事需要我帮忙), Sophia?

A: (4) _____ (我想了解一些求职的信息).

B: OK, come over. I'll show you some.

A: (5) _____ (你真帮忙). Thank you!

B: You're welcome! What kind of job information would you like to get?

A: Information about being a home tutor for college students.

B: OK. We do keep a lot of requests for that. Take a look at our files and try to find what you are seeking.

A: You are so kind!

Exercise 2

Complete the dialog according to the Chinese cues given in brackets.

Katherine, is with her friend Lily. They happen to meet Allen on the campus. Katherine introduces her friend Lily to Allen.

A: Hi, Allen, (1) _____ (询问最近如何)?

B: Fine, thanks, Katherine, and you?

A: Me, too. (2) _____ (把朋友 Lily 介绍给 Allen).

B: (3) _____ (表示很高兴认识对方), Lily.

C: Nice to meet you too, Allen.

B: (4) _____ (询问她们两个是否来自同一城市)?

C: No. I'm from Suzhou. She's from Wuxi.

B: Oh. You're from the same province!

C: Yes. You're right. (5) _____ (询问对方是否是这个大学的学生)?

B: Quite right. I'm from the Chemistry Department.

A: (6) _____ (建议在校园里散步).

B and C: All right!

Exercise 3

Complete the dialog according to the context.

A patient, Mack Black, wants to speak to Mr White, a doctor, on the phone about his illness.

A nurse answers the phone and connects the line for him.

Patient: Hello! I'd like to speak to Dr White.

Nurse: (1) _____, please! I'm the nurse to Dr White. I'll connect Dr White for you.

Patient: Thanks! You are so helpful!

Doctor: (2) _____, please?

Patient: (3) _____. I went to see you last week.

Doctor: Oh! I remember. Mr Black, (4) _____?

Patient: (5) _____. But I think I need some more medicine.

Doctor: OK. Come over to see me this afternoon. I'll prescribe some for you.

Patient: Thanks a lot! See you later!

Doctor: See you!

Topic-Related Readings

Read the passage and discuss the questions in groups.

Introductions play an important role in our society. A proper introduction will leave a good first impression upon others. In most cases, American introductions are quite simple. A typical introduction includes a greeting, a handshake, and an exchange of names and,

sometimes, a few words about one's life or work. Exchanging name cards or business cards is becoming popular.

Greetings and introductions in all cultures have the same purpose: to establish contact with another person, and to show friendliness. There are two types of greetings and two types of introductions: formal greetings and informal greetings; introducing yourself and introducing someone else.

If you want to show your friendliness to someone you meet for the first time, you'd better use formal greetings. If you want to introduce someone else, you have to introduce yourself first.

When greeting others, don't lower your head. Be easy and say "Hello" to them. If you take the initiative to greet them, they will feel that you are kind and easy-going, and you will make a profound impression on them.

Questions for Discussion:

1. What is the purpose of greetings and introductions? How many kinds of greetings and introductions are there?
2. Do you like to be addressed by your first name or formal titles in an introduction? Why?
3. How should you behave when greeting people or introducing others?
4. How would you break the ice when you are with a stranger at a party?