

Language Laboratory

ENGLISH CONVERSATION

(for Chinese)

Dr. A.R.B. Etherton M.A., Ph.D. (London)

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by

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INFORMATION

USING THE TAPE

PLEASE LISTEN

This means that you will hear English spoken at normal speed.

PLEASE LISTEN AND THEN REPEAT

This means that you will hear English spoken more slowly. Then there is a pause so that you can repeat the words.

USING THE BOOK

Some lessons contain reference material. In most lessons, this is the layout:

Dialogue 1 You can hear it twice on the tape. First you can listen to it. Then you can repeat it.

Dialogue 2 This is read once on the tape.

Pattern This shows the structures used in the dialogue. The pattern is not read on the tape.

Vocabulary This shows some words you can use to complete the pattern. You can hear these words on the tape.

说 明

录音带用法

PLEASE LISTEN

这句表示你会听到用正常速度说出来的英语。

PLEASE LISTEN AND THEN REPEAT

这句表示你会听到用较慢速度说出来的英语。每字或每组字之后声音停顿一下，以便你跟着练习说出该组字。

书本用法

若干课载有注释。大部分采用以下的格式：

对话一 录音带播出两次。首先你只是聆听，然后你可以跟着练习说。

对话二 录音带播出一次。

句法 这部分阐明对话中句子的结构。录音带没有这部分。

字彙 这部分列出一些字或片语，你可将它们填在前一部分句子的空白处，使该等句子完整。这部分在录音带上可听到。

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1. LETTERS OF THE ALPHABET 英文字母

A	a	apple	America
B	b	boy	Burma
C	c	cat	Canada
D	d	dog	Denmark
E	e	egg	England
F	f	fish	France
G	g	girl	Germany
H	h	hat	Hungary
I	i	ink	India
J	j	jade	Japan
K	k	key	Korea
L	l	leg	Libya
M	m	man	Mexico
N	n	nose	Norway
O	o	orange	Osaka
P	p	pen	Poland
Q	q	queen	Queensland
R	r	rice	Rumania
S	s	sugar	Spain
T	t	table	Turkey
U	u	umbrella	Uganda
V	v	vest	Vietnam
W	w	window	Warsaw
X	x	x-ray	X-ray
Y	y	yellow	Yemen
Z	z	zoo	Zambia

2. SPELLING A NAME

A: What's your name?

B: Gifkins. Peter Gifkins.

A: Could you spell it, please?

B: Certainly. G I F K I N S. Gifkins.

A: Thank you, Mr. Gifkins.

A: What's her name?

B: Dilena. Mary Dilena.

A: Could you spell that, please?

B: Yes. D I L E N A. Dilena.

A: Thanks very much.

A: What's ... 1 ... name?

What is

B: ...

A: Can you spell it, please?

Could that,

B: ... 2 ...

1 your Certainly

his Yes

her With pleasure

its By all means

Both 'can' and 'could' are polite here. 'Could' is more polite. We can use it when speaking to a superior.

甲：你的姓名是什么呢？

乙：Gifkins, Peter Gifkins.

甲：可否请你将它拼出来？

乙：当然可以，GIFKINS, Gifkins.

甲：谢谢你，Mr. Gifkins.

甲：她的姓名是什么呢？

乙：Dilena, Mary Dilena.

甲：可否请你将它拼出来？

乙：可以，DILENA, Dilena.

甲：很多谢你。

一、

你的

他的

她的

它的

二、

当然

*可以

乐意

随便

以上对话中的「Can」及「Could」均表示说话者有礼貌，「Could」又较「Can」更有礼貌。与长辈及上司谈话时可用「Could」。

*英文答话中「YES」的意思，在中文有多种说法，视乎问题的说法而定。

3. SPELLING WORDS TO MAKE THEM CLEAR

(On the telephone)

A: What does 'OHIO' mean?

B: Can you spell it, please?

A: O, H, I, O.

B: O for orange, H for hat, I for ink, O for orange?

A: That's right. Osaka, Hungary, India, Osaka.

B: It's the name of a state in the U.S.A. The correct pronunciation is 'o-high-o'.

A: Where is DURHAM?

B: I beg your pardon. Is it a man or an animal?

A: I don't know. DURHAM.

B: Can you spell it, please?

A: D, U, R, H, A, M. That's Denmark, Uganda, Rumania, Hungary, America, Mexico.

B: It's a city in England. The right way to say it is DURHAM. DURHAM.

A: What does . . . mean? (Where/What is . . . ?)

B: Can you spell it, please?

A: . . .

B: It's . . . The right way to say it is . . .

At the end of the name of a city, most British people and some Americans pronounce 'ham' as 'um'. Some Americans say 'ham'.

Durham Birmingham Cheltenham Nottingham

Oldham Rotherham Aylesham Wrexham

三、拼字以使字清楚

(电话中的对话)

甲: 'OHIO' 作何解呢?

乙: 可否请你将它拼出来?

甲: O, H, I, O.

乙: 是不是 orange 首字母的 O, hat 首字母的 H, ink 首字母的 I, orange 首字母的 O?

甲: 正是, 由 Osaka, Hungary, India, Osaka 各字的首字母所组成。

乙: 它是美国一个洲的名字, 正确读音是「o-high-o」。

甲: DURHAM 在那里呢?

乙: 请再说一遍。它是一个人或一只动物?

甲: 我不知道呀。DURHAM.

乙: 可否请你将它拼出来?

甲: D, U, R, H, A, M. 就是由 Denmark, Uganda, Rumania, Hungary, America, Mexico 各字的首字母所组成。

乙: 它是英国的一个城市, 正确读法是 DURHAM, DURHAM.

若一个城市名字的尾音节是「ham」, 多数英国人及一些美国人将它读作「um」, 有些美国人则读作「ham」。

Durham	Birmingham	Cheltenham	Nottingham
Oldham	Rotherham	Aylesham	Wrexham

4. MAKING A RESERVATION

(On the telephone)

A: I want to book a seat on the 11 a.m. plane to Beijing.

B: Just a moment, please. What's your name?

A: Gifkins. Peter Gifkins.

B: Can you spell that please?

A: Certainly. Germany, India, France, Korea, India, Norway, Spain. Initial Poland.

A: I want to reserve a single room at your hotel next week.

B: Please wait. Can you give me your name?

A: Yes. Yorke. John Yorke.

B: Please spell that.

A: Surname — Yemen, Osaka, Rumania, Korea, England. Initial Japan.

A: I want to ... 1 ...

B: ... 2 ... What's your name?

A: ...

B: Can you spell that, please? .
Please spell that.

A: ...

1
book a seat on a plane

reserve a seat

reserve a single or double room

order some food

2
Just a moment.

Just a minute.

Please wait.

Please hang on,

四、订座

(电话中的对话)

甲：我想在上午十一点开往北京的班机订一个位。

乙：请等一等。你的姓名是什么呢？

甲：Gifkins, Peter Gifkins.

乙：可否请你将它拼出来？

甲：当然可以，由 Germany, India, France, Korea, India, Norway, Spain 各字的首字母组成，名的首字母则是 Poland 的 P。

甲：我想在你的酒店下周订一个单人房。

乙：请稍候，可不可以将你的名字告知我呢？

甲：好的。Yorke, John, Yorke.

乙：请将它拼出来。

甲：姓是由 Yemen, Osaka, Rumania, Korea, England 各字的首字母组成。名的首字母则是 Japan 的 J。

一、

订一个机位

订一个座位

订一个单人/双人房

点些食物

二、

等一等

等一分钟

请稍候

请不要收钱

5. NAMES

I am Peter John Wilson.

My surname (or my family name) is Wilson.

My given (or Christian) names are Peter, John.

My middle name is John.

You can call me Mr. Wilson. If you are my friend, you can call me Peter.

My initials are P. J. In an alphabetical list of names, my name will be Wilson, Peter John or Wilson, P.J.

If you write to me, you can start your letter 'Dear Mr. Wilson' or 'Dear Peter'. It is wrong to write 'Dear Mr. Peter' or 'Dear Mr. Peter Wilson'. Write my surname OR my first name.

On an envelope, you can write 'Mr. Peter Wilson' or 'Mr. P.J. Wilson'. Some British people write 'P.J. Wilson Esq.' The letters 'Esq.' are short for 'Esquire'. They are sometimes used to show that somebody is a gentleman and not an uneducated man. American people do not use 'Esquire'.

Mr. — We put this before a man's name.

Mrs. — We put this before the name of a married woman. She uses her husband's surname.

Miss — We put this before the name of an unmarried woman.

Ms — This is not an abbreviation. It shows that somebody is a female. We can use Ms when we do not know whether a woman is married or unmarried.

五、姓名

我是 Peter John Wilson.

我的姓（或我家的姓氏）是 Wilson.

我的名（或教名）是 Peter, John.

我中间的名字是 John.

你可叫我做 Mr. Wilson。如果你跟我稔熟，可以叫我做 Peter.

我名字的首字母是 P. J.。在一列依字母排的姓名中，我的姓名便是 Wilson, Peter John 或 Wilson, P. J.

如果你写信给我，你开头可写「Dear Mr. Wilson」或「Dear Peter」。「Dear Mr. Peter」或「Dear Mr. Peter Wilson」都是不对的；应用我的姓或名。

信封上你可写「Mr. Peter Wilson」或 Mr. P. J. Wilson」。有些英国人用「P. J. Wilson Esq.」。「Esq.」是「Esquire」的简写，意思是指某人是具有教养。美国人则不用「Esquire」。

Mr — 用于男姓的姓名前。

Mrs. — 用于已婚女性的姓名前。她采用丈夫的姓。

Miss — 用于未婚女性的姓名前。

Ms — 表示被称呼的人是女性，并非任何字的缩写。
当我们不知某女士是否已婚时，可以用 Ms.