



教育部高职高专规划教材

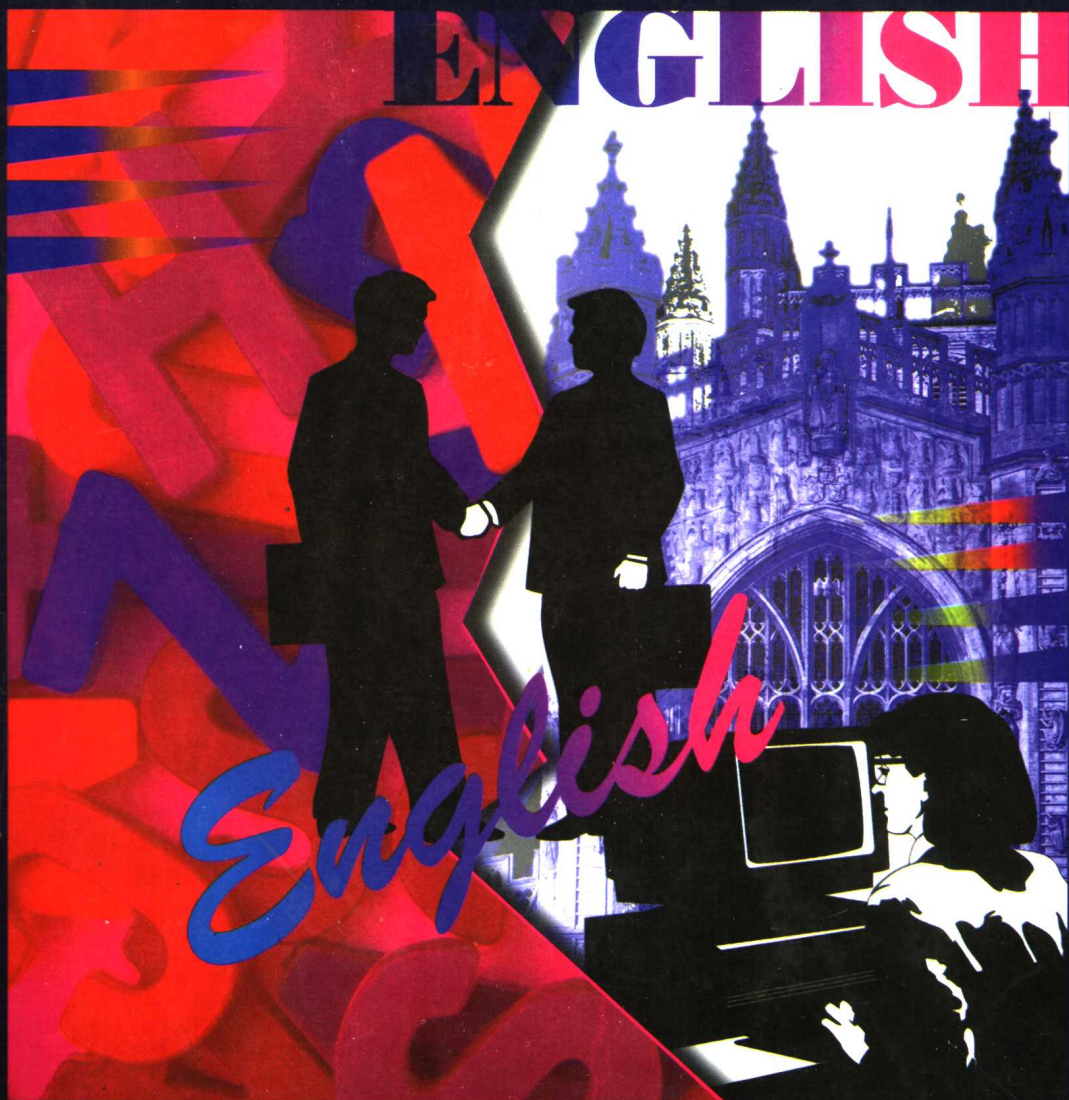
# English 1

## 英语

(非英语专业用)

高职高专版

教育部《英语》教材编写组 编



高等教育出版社

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*English*

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## 内容提要

《英语》(高职高专版)系列教材是“教育部高职高专规划教材”,供高职高专非英语专业低起点学生使用。本套教材以教育部2000年颁布的《高职高专英语课程教学基本要求》为依据,力求做到把语言基本功训练与实际涉外活动结合起来,使学生从一开始就能学用结合,学一点、用一点、会一点。

本套教材由主教材《英语》1~4册、《英语综合练习》1~4册及《英语1、2答案和译文》、《英语3、4答案和译文》组成。每册学生用书均配有录音磁带。

《英语1》包括20个单元,词汇起点为800词。本书的主要目的是帮助入学水平低于《基本要求》规定的学生,通过实用性会话和实用性阅读文章,复习巩固中学阶段已学过的语音、语法、词汇,为进一步学习打下基础。为了便于初学者使用本书,书后附有基本语音知识、基本语法知识和基本词汇。本书配有《英语多媒体学习课件1》光盘。光盘内容包括课文学习、语言技能、语法学习、词汇学习、考考测测和轻松一刻6个模块。

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***English***

**英语 1**

(非英语专业用)

(高职高专版)

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## 前 言

《英语》(高职高专版)系列教材是根据教育部2000年颁发的《高职高专英语课程教学基本要求》(以下简称《基本要求》)编写的,是“教育部高职高专规划教材”。本套教材的培养目标是培养学生在中国环境下使用英语进行涉外交际的能力。具体涉及四个方面:1. 使学生掌握一定的英语基础知识和技能;2. 使学生具有阅读和翻译有关业务英语资料的能力;3. 训练学生进行简单的日常和涉外会话的初步能力;4. 培养学生模拟套写简单信函等涉外业务应用文的能力。


本套教材由主教材《英语》1~4册、《英语综合练习》1~4册及《英语1、2答案和译文》、《英语3、4答案和译文》组成。每册学生用书均配有录音磁带。

### 《英语》

第一册为预备教材,词汇起点为800词,主要目的是帮助英语水平低于《基本要求》规定的学生,复习巩固中学阶段已学过的语音、语法、词汇,为进一步学习打下基础。为了便于初学者使用本书,书后附有基本语音知识、基本语法知识和基本词汇。

第二册的重点是简单句的基本语法归纳和复习,基本句式的听说读写译技能的训练,并注意把语言基本功训练与实际涉外活动结合起来,使学生从一开始就能贯彻学用结合,学一点、用一点的原则。

第三册和第四册在侧重阅读基本技能训练和语言应用能力提高的同时,继续进行听说读写译的综合训练,并引入涉外交际资料的阅读、翻译和套写训练,将读译写技能的培养作为教学重点,把培养学生实际使用英语去处理业务工作中的涉外交际活动的能力作为最终目标。

主教材每册书都加配了《英语多媒体学习课件》光盘,并将光盘中有关的内容用标注在书中每课的相应部分,使学生能借助计算机辅助教学手段,学习光盘中提供的多媒体学习材料,加深对课文的理解,强化技能训练,欣赏英文歌曲等。该课件光盘共有4张,分别对应《英语》1~4册。每册的课件由六个模块组成:课文学习、语言技能、语法学习、词汇学习、考考测测和轻松一刻。课件具体内容详见附件。

### 《英语综合练习》

《英语综合练习》既与《英语》紧密配合,又不相互重复。与《英语》相比,《英语综合练习》遵循“自学、自练、自测”的原则,选材内容更简短、生动,训练方式与形式更灵活多样,并适时提供自测试题供学生检测自己的学习成果。考虑到学生自学的特点,听录音遍数不强求一致,学生可根据自己的实际需要多次播放;读译写部分以读懂理解为主,编配了少量练习以帮助学生扩大词汇和巩固语法。因此,同时使用这两套用书,会收到相得益彰的效果。

### **《答案和译文》**

《英语 1、2 答案和译文》和《英语 3、4 答案和译文》内容包括主教材学习重点提示,主教材练习参考答案和课文参考译文。

《英语 1》(高职高专版)总主编为大连理工大学外语系孔庆炎教授。由对外经济贸易大学黄震华教授担任主审。参加审稿工作的还有:中央电视大学刘黛琳副教授、教材发展研究所外语教学研究室刘援主任、北京邮电大学函授学院汪琛副教授、南京师范大学金陵女子学院于忠喜副教授。大连理工大学的美籍教师 Joel Kirkhart 审读了全书英文部分。编者在此一并表示深深谢意。

由于编写时间紧迫,经验不足,水平所限,不足与疏漏之处在所难免,恳切希望广大师生和读者批评指正。

编 者

2000 年 4 月

# CONTENTS



**REVIEW**

---

## UNIT 1 Greeting People You Meet for the First Time 1

### Integrated Skills Development 1

- Dialogues A. How Do You Do? 1  
B. At the Canteen 1

Passage Welcome 2

**Grammar Focus** 系动词 be 在陈述句中的用法; 主系表结构 7

**Merry Learning** 8

---

## UNIT 2 Self-Introduction 10

### Integrated Skills Development 10

- Dialogues A. I'm from South Africa 10  
B. Could I Join the Club? 10

Passage Professor Waters Introduces Herself 11

**Grammar Focus** 系动词 be 在疑问句中的位置 15

**Merry Learning** 16

---

## UNIT 3 Introduce People to Each Other 18

### Integrated Skills Development 18

- Dialogues A. Lizzy, This Is My Friend 18  
B. Li Ying, This Is Mr. Brown 18

Passage No Time for Formality 19

**Grammar Focus** 实义动词 have 在主谓宾结构中的用法; 主谓宾结构 24

**Merry Learning** 25

---

## UNIT 4 Getting and Giving Information About People 27

### Integrated Skills Development 27

- Dialogues A. Could I Join the School Library? 27  
B. A Family Photo 27

Passage Giving Information About Oneself 28

**Grammar Focus** 动词 do 的用法; 主谓宾状结构 33

**Merry Learning** 35

---

## UNIT 5 Passport 36

### Integrated Skills Development 36

Passage A Passport 36

**Grammar Focus** 助动词 be, have, do 的用法 39

**Merry Learning** 40





**REVIEW**

## **UNIT 6 Making a Telephone Call 42**

### **Integrated Skills Development 42**

- Dialogues A. One Moment, Please 42  
B. This Is Mr. Smith Here 42

Passage How to Make an Efficient Phone Call 43

**Grammar Focus** 现在进行时 47

**Merry Learning** 49

## **UNIT 7 Can I See Your Manager? 50**

### **Integrated Skills Development 50**

- Dialogues A. Can I See Your Manager? 50  
B. Let Me Check... 50

Passage A Receptionist's Job 51

**Grammar Focus** "There be" 表示客观存在的 "有" 55

**Merry Learning** 56

## **UNIT 8 Please Send It by E-mail 57**

### **Integrated Skills Development 57**

- Dialogues A. Would You Please Take a Message? 57  
B. I'll Send It to You by E-mail 57

Passage A Fax 58

**Grammar Focus** 祈使句和双宾语结构 63

**Merry Learning** 64

## **UNIT 9 Booking 65**

### **Integrated Skills Development 65**

- Dialogues A. I'd Like to Book a Seat on a Flight 65  
B. I'd Like to Book a Room at Your Hotel 65

Passage A Letter for Booking a Room 66

**Grammar Focus** 情态动词的用法 70

**Merry Learning** 72

## **UNIT 10 A Secretary's Job 73**

### **Integrated Skills Development 73**

Passage The Secretarial Field 73

**Grammar Focus** 语法小结 77

**Merry Learning** 78



## UNIT 11 At the Information Desk of a Travel Agency 80

### Integrated Skills Development 80

- Dialogues A. I Prefer Warm Places 80  
B. Where to Spend Our Holiday 80

Passage How Can You Get Travel Information? 81

Grammar Focus 冠词的用法 86

Merry Learning 88



## UNIT 12 Flight Departures and Arrivals 90

### Integrated Skills Development 90

- Dialogues A. Your Plane Will Take Off Soon 90  
B. Flight 620 Now Is Boarding 90

Passage Air Travel 91

Grammar Focus 名词的数 96

Merry Learning 98



## UNIT 13 Train Schedule 99

### Integrated Skills Development 99

- Dialogues A. When Does the Train Leave? 99  
B. Are There Any Non-stops 99

Passage At the Railway Station 100

Grammar Focus 代词的主格和宾格 104

Merry Learning 106



## UNIT 14 Itinerary 107

### Integrated Skills Development 107

- Dialogues A. Here Is Your Schedule 107  
B. Let's Discuss Our Arrangement 107

Passage Holidays Abroad 108

Grammar Focus 代词的所有格 111

Merry Learning 113

## UNIT 15 Package Tour 114

### Integrated Skills Development 114

Passage Advertisements for Travel 114

Grammar Focus 代词和冠词的复习 120

Merry Learning 122

**REVIEW**



**REVIEW**

## UNIT 16 Giving Shopping Advice 123

### Integrated Skills Development 123

- Dialogues A. Could You Give Me Some Advice? 123  
B. Where Are the Clothes Counters, Please? 123

Passage Shopping Places 124

Grammar Focus 序数词的构成及作用 128

Merry Learning 129

## UNIT 17 Can I Help You? 131

### Integrated Skills Development 131

- Dialogues A. May I Help You? 131  
B. How Does It Fit? 131

Passage I Don't Need a Bag 132

Grammar Focus 序数词的用法 135

Merry Learning 136

## UNIT 18 I'll Take It 138

### Integrated Skills Development 138

- Dialogues A. I'll Give You \$25 138  
B. Oh, That's Too Much 138

Passage You'll Save Money 139

Grammar Focus 基数词的用法(1) 143

Merry Learning 144

## UNIT 19 A Souvenir to Remind Me of China 146

### Integrated Skills Development 146

- Dialogues A. Shall I Pack It for You? 146  
B. Cash or Credit Card? 146

Passage An Elderly Customer 157

Grammar Focus 基数词的用法(2) 152

Merry Learning 154

## UNIT 20 An Advertisement 155

### Integrated Skills Development 155

Passage How Do You Buy Things You Want? 155

Grammar Focus 数词小结 159

Merry Learning 161

**Vocabulary 163**

**Phrases 168**

**Appendix 1 基本语音知识、基本语法知识和基本词汇 170**

**Appendix 2 《英语多媒体学习课件1》结构一览表 188**

# 1 Greeting People You Meet for the First Time

## Integrated Skills Development

### Dialogues



Text-related Information

### A. How Do You Do?

*Li Hong is a receptionist. She works at a guest house of a technical school. Lizzy is an overseas student. She is from South Africa. Li Hong now meets her at the airport.*



Li: Hi, you must be Lizzy. I'm Li Hong from the technical school.

Lizzy: Oh, how do you do, Li Hong? Thank you for coming to meet me.

Li: How do you do, Lizzy? Welcome to China. Did you have a good journey?

Lizzy: Yeah, quite good. But I am a little tired. It's a long journey, you know.

Li: Yes, let's go back to the guest house of our school. Everything is ready for you there.

Lizzy: That's very kind of you.

Li: You are welcome.

### B. At the Canteen

*Li Ying is a new employee at a joint venture. Mr. Smith is the chief engineer there. They meet for the first time at the canteen.*

Li Ying: Hello. Are you Mr. Smith?

Mr. Smith: Oh, yes. Simon Smith.

Li Ying: How do you do, Mr. Smith?

Mr. Smith: How do you do? Are you a new comer?

Li Ying: Yes. My name is Li Ying. I know we have a chief engineer from England. I'm glad to meet you here.

Mr. Smith: I'm glad to meet you, too. There are so many good things to eat in the canteen.

Li Ying: Yeah, they are delicious.

Mr. Smith: Let's have our lunch at this table.

**Passage Welcome**

Miss Wang is the secretary of the English Department. Now she is introducing Professor Helen Waters to the students.

Good evening, everyone. I have the honor to introduce Professor Waters to you. (Applause) Professor Waters is from the United States of America. She will teach us English this term. Professor Waters has taught students in many different countries. She is a very good teacher and she is really an expert in English teaching. She is the author of a dozen books in this field. So, it is a pleasure for us to have her as our English teacher here. Now, let's give her a warm welcome and ask her to say a few words to us! (Clapping)

**Vocabulary****New Words and Expressions**

|              |                |         |          |
|--------------|----------------|---------|----------|
| applause     | /əp'lo:z/      | n.      | 欢呼, 鼓掌   |
| author       | /'ɔ:θə/        | n.      | 作者       |
| canteen      | /kæn'ti:n/     | n.      | 食堂, 餐厅   |
| chief        | /tʃi:f/        | a.      | 主要的, 总的  |
| clap         | /klæp/         | v. & n. | 拍手, 鼓掌   |
| delicious    | /di'liʃəs/     | a.      | 香的, 味道好的 |
| department   | /di'pɑ:tmənt/  | n.      | 部门, 系    |
| dozen        | /dʌzn/         | n.      | 一打, 十二个  |
| employee     | /emplɔi'i:/    | n.      | 雇员       |
| engineer     | /endʒi'niə/    | n.      | 工程师      |
| everyone     | /'evriwʌn/     | pron.   | 每人, 人人   |
| expert       | /'ekspə:t/     | n.      | 专家       |
| guest        | /gest/         | n.      | 客人       |
| honor        | /'ɒnə/         | n.      | 荣幸, 荣誉   |
| journey      | /'dʒɜ:ni/      | n.      | 旅行, 旅程   |
| joint        | /'dʒɔint/      | a.      | 联合的, 共同的 |
| overseas     | /'əʊvə'si:z/   | a.      | 海外的, 外国的 |
| pleasure     | /'pleʒə/       | n.      | 高兴, 乐意   |
| professor    | /'prə'fesə/    | n.      | 教授       |
| receptionist | /'ri'sepʃnist/ | n.      | 接待员      |
| secretary    | /'sekritri/    | n.      | 秘书       |
| technical    | /'teknikl/     | a.      | 技术的, 工业的 |
| term         | /'tə:m/        | n.      | 学期       |
| venture      | /'ventʃə/      | n.      | 商业, 冒险   |

\* \* \* \* \*

guest house

宾馆, 招待所

|                          |               |
|--------------------------|---------------|
| have a good journey      | 旅途愉快          |
| joint venture            | 合资企业          |
| chief engineer           | 总工程师          |
| have one's lunch         | 吃午饭           |
| have the honor           | 有幸            |
| an expert in ...         | ...方面的专家      |
| say a few words          | 讲几句话          |
| How do you do?           | 你好!           |
| That's very kind of you. | 你真是太好了 / 谢谢你。 |
| You are welcome.         | 不用谢 / 不客气。    |
| I'm glad to meet you.    | 很高兴认识你。       |

### Check your understanding

**1** Are the following statements true (T) or false (F) according to the dialogues?

- ☐ 1. Lizzy comes to China by train.
- ☐ 2. Li Hong is one of Lizzy's classmates.
- ☐ 3. Lizzy feels grateful to Li Hong for coming to meet her.
- ☐ 4. Lizzy will stay at the guest house of the school.
- ☐ 5. Li Ying and Mr. Smith meet each other for the first time at the canteen of the company.
- ☐ 6. Mr. Smith tells Li Ying that he is the chief engineer at the company.

**2** Answer the following questions according to the dialogues.

1. Who is Lizzy?

\_\_\_\_\_

2. Did she have a good journey to China?

\_\_\_\_\_

3. Where will Li Hong and Lizzy go from the airport?

\_\_\_\_\_

4. How do people usually greet each other when they meet for the first time?

\_\_\_\_\_

5. Why didn't Li Ying and Mr. Smith know each other?

\_\_\_\_\_

6. How is the food in the canteen?

\_\_\_\_\_

**3** Answer the following questions according to the passage.

1. Who is introducing the English Professor?  
\_\_\_\_\_
2. Where is the professor from?  
\_\_\_\_\_
3. Why do we say Professor Waters is an expert in English teaching?  
\_\_\_\_\_
4. Has Professor Waters written many books?  
\_\_\_\_\_

**Learn to communicate**



**4** Here is a summary of the patterns and expressions for greeting people. Read them and try to learn them by heart.

1. Good morning/afternoon/evening. Long time no see.  
Yeah, it's been a long time. Too long.  
I have missed you very much.  
I haven't seen you for years / ages.
2. Hello! How are things with you?  
Hey! How are you doing?  
Hi! How are you?
3. Fine, thanks. And you?  
OK. How about you?  
Not bad. And you?  
Just so-so.

**5** Imagine you are Mr. Li, a professor of English. You meet Professor Waters in the afternoon. Complete the dialogue by using the patterns and expressions you've learned.

- Li: Hello! Good afternoon, Professor Waters.
- Waters: 1) \_\_\_\_\_. Mr. Li. Long time no see.
- Li: Yeah, it's been quite a long time. How are you?
- Waters: 2) \_\_\_\_\_, thanks. 3) \_\_\_\_\_?
- Li: I'm fine, too. How are you getting on with your teaching?
- Waters: 4) \_\_\_\_\_. The students are lovely. And how 5) \_\_\_\_\_?
- Li: Just 6) \_\_\_\_\_. Always as busy as a bee.
- Waters: Take care. Don't make yourself too busy.
- Li: I won't. Bye.
- Waters: 7) \_\_\_\_\_.

**Build up your language stock****6** Match the words in Column A with the explanations in Column B.

| A               | B   |
|-----------------|---|
| 1. receptionist | a. abroad   |
| 2. guest house  | b. one of several divisions in a university, etc.                       |
| 3. overseas     | c. having pleasant smell or taste                                       |
| 4. journey      | d. a person with special skill or knowledge from experience or training |
| 5. canteen      | e. boarding-house for guests  |
| 6. term         | f. a trip from one place to another                                     |
| 7. secretary    | g. an employee in charge of the office work                             |
| 8. department   | h. one of the periods into which the academic year is divided           |
| 9. expert       | i. a person employed in a hotel etc. to receive guests                  |
| 10. delicious   | j. a place in companies or schools where people have their meals        |

**7** Translate the following phrases into Chinese with the help of a dictionary.

|                     |                  |                  |
|---------------------|------------------|------------------|
| general manager     | chief engineer   | chief editor     |
| English Department  | Shoes Department | department store |
| different countries | different places | different habits |
| a dozen books       | a dozen pencils  | a dozen eggs     |

**8** Translate the following sentences into English by using the given phrases.

- 史密斯 (Smith) 教授是一位非常有经验的医生。(experienced)
- 我们很高兴能够和你一起工作。(a pleasure)
- 您好, 琼斯 (Jones) 太太。欢迎您来中国。(welcome)
- 经过长途旅行我觉得有点儿累了。(a little tired)
- 学生们经常到这个食堂吃饭。(have one's meals)
- 我荣幸地将这位美国著名的歌唱家介绍给你们。(have the honor, introduce)



## Extra reading

**9** Read the passage carefully and then choose the best answer from the four choices according to the passage.

People often greet each other with "Hello" or "Hi". Other forms of greetings are "Good morning", "Good afternoon", or "Good evening" according to different times of the day. When talking with foreign friends, we should pay attention to their social conventions (习俗). For example, we should not ask people questions about their private activities. So we may talk about the weather, sports or show our concern about their children.

In general introductions, a man is usually introduced to a woman, and the young are introduced to the old. The titles of Miss, Mrs., Mr., Professor, or Doctor etc. can be used with the surname. Newly acquainted (相识的) people will shake hands and greet each other with "How do you do" or "I'm glad to meet you".

- When people are introduced for the first time, they usually greet each other with \_\_\_\_\_.
  - "How are you?"
  - "How do you do?"
  - "Nice to see you again."
  - "Good morning."
- People usually greet each other with all of the following except \_\_\_\_\_.
  - Good morning!
  - I'm glad to meet you!
  - How are you?
  - Good night.
- We usually reply to "How do you do?" with \_\_\_\_\_.
  - Hello.
  - How are you?
  - How do you do?
  - I'm fine, thank you.
- When we talk with native speakers of English, we should not ask them the question "\_\_\_\_\_".
  - How are you?
  - What do you think of the football match?
  - Do you like the weather here?
  - Are you married?
- Newly acquainted people usually \_\_\_\_\_ besides the greeting of "How do you do?".
  - shake hands
  - nod head
  - kiss each other
  - smile at each other