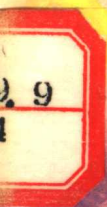


Practical Spoken English

# 实用英语口语

黄源深 周国强编著



实用外语学习丛书

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**实用英语口语**

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## 前 言

随着我国对外政治、经济、文化交流的日益扩大，各级各部门干部越来越迫切需要学一点英语，以便更好地开展涉外工作。《实用英语口语》一书就是为适应这种需要受上海人民广播电台委托编写，并由该台以讲座形式播教。本书也可供从事涉外工作的读者作自学英语读本。既可一课课系统地学习，也可按照急用先学的原则选有关课文来读。

本书的编写以涉外工作实际情况或交际功能为核心。书中出现的基本例句 (Basic Expressions) 和对话 (Dialogues) 实用性强，符合当代英、美日常口语习惯，易于被模仿和举一反三地使用。

本书共 20 课，分为 4 个单元。每单元有 5 课，前 4 课每课以一个交际情景或功能为核心开展会话，内含 20 句基本例句和一段对话；最后一课是复习 (Revision)，以复习巩固前 4 课中出现的主要句型和词汇。全书共有基本例句 320 句。这些例句除在课文对话中出现外，还在练习 (Exercises) 中反复操练，以达到使学习者能熟练运用它们的目的。

本书还有两个附录。附录一是“100 句常用句”，包括在国外

购物、乘车、上医院、叫出租车、进餐馆就餐等常用的生活用语，以备读者不时之需。附录二是“公共标识和告示”。这也是去英语国家时抬头可见而其意义有时又颇费思索的英语文字，这里列出最常见的并附解释，希望能对读者有所裨益。

本书在编写时曾参考国内外最新出版的口语教材和其他书刊，在此一并致谢。

**编者**

一九九三年六月

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105

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宋词三百首

元曲三百首

红楼梦

儒林外史

西厢记

## Contents 目录

### Lesson One: Very Pleased to Meet You (第一课: 很高兴见

|                                           |       |
|-------------------------------------------|-------|
| 到您) .....                                 | ( 1 ) |
| Basic Expressions .....                   | ( 1 ) |
| Dialogue .....                            | ( 2 ) |
| More Basic Expressions .....              | ( 2 ) |
| Word List .....                           | ( 3 ) |
| Notes .....                               | ( 4 ) |
| Exercises .....                           | ( 5 ) |
| Chinese Translation of the Dialogue ..... | ( 7 ) |

### Lesson Two: How Was Your Flight! (第二课: 您飞行途中

|                                           |        |
|-------------------------------------------|--------|
| 怎么样?) .....                               | ( 9 )  |
| Basic Expressions .....                   | ( 9 )  |
| Dialogue .....                            | ( 10 ) |
| More Basic Expressions .....              | ( 11 ) |
| Word List .....                           | ( 12 ) |
| Notes .....                               | ( 12 ) |
| Exercises .....                           | ( 14 ) |
| Chinese Translation of the Dialogue ..... | ( 16 ) |

### **Lesson Three: Lovely Weather, Isn't It?** (第三课: 天气很

|                                           |      |
|-------------------------------------------|------|
| 好, 是吗?) .....                             | (18) |
| Basic Expressions .....                   | (18) |
| Dialogue .....                            | (19) |
| More Basic Expressions .....              | (19) |
| Word List .....                           | (20) |
| Notes .....                               | (21) |
| Exercises .....                           | (22) |
| Chinese Translation of the Dialogue ..... | (24) |

### **Lesson Four: Are There Any Places of Historic Interest**

**in Shanghai?** (第四课: 上海有什么历史遗迹吗?)

|                                           |      |
|-------------------------------------------|------|
| .....                                     | (25) |
| Basic Expressions .....                   | (25) |
| Dialogue .....                            | (26) |
| More Basic Expressions .....              | (27) |
| Word List .....                           | (28) |
| Notes .....                               | (29) |
| Exercises .....                           | (30) |
| Chinese Translation of the Dialogue ..... | (33) |

### **Lesson Five: Revision** (第五课: 单元复习) .....

|                  |      |
|------------------|------|
| Dialogue 1 ..... | (34) |
| Dialogue 2 ..... | (34) |

|                                            |      |
|--------------------------------------------|------|
| Dialogue 3 .....                           | (35) |
| Word List .....                            | (35) |
| Notes .....                                | (35) |
| Exercises .....                            | (35) |
| Chinese Translation of the Dialogues ..... | (36) |

### **Lesson Six: Let's Drink to Our Friendship (第六课: 让我**

|                                           |      |
|-------------------------------------------|------|
| 们为友谊干杯) .....                             | (38) |
| Basic Expressions .....                   | (38) |
| Dialogue .....                            | (39) |
| More Basic Expressions .....              | (40) |
| Word List .....                           | (41) |
| Notes .....                               | (42) |
| Exercises .....                           | (42) |
| Chinese Translation of the Dialogue ..... | (44) |

### **Lesson Seven: I'm Sure I'll Have an Enjoyable Evening**

|                                                    |      |
|----------------------------------------------------|------|
| <b>Tomorrow</b> (第七课: 我能肯定明天我将度过一个愉快的夜<br>晚) ..... | (46) |
| Basic Expressions .....                            | (46) |
| Dialogue .....                                     | (47) |
| More Basic Expressions .....                       | (48) |
| Word List .....                                    | (49) |
| Notes .....                                        | (50) |
| Exercises .....                                    | (51) |

|                                           |      |
|-------------------------------------------|------|
| Chinese Translation of the Dialogue ..... | (53) |
|-------------------------------------------|------|

## **Lesson Eight: Can I Speak to Mr Brown, Please? (第八**

|                    |      |
|--------------------|------|
| 课: 请布朗先生接电话) ..... | (55) |
|--------------------|------|

|                         |      |
|-------------------------|------|
| Basic Expressions ..... | (55) |
|-------------------------|------|

|                |      |
|----------------|------|
| Dialogue ..... | (56) |
|----------------|------|

|                              |      |
|------------------------------|------|
| More Basic Expressions ..... | (57) |
|------------------------------|------|

|                 |      |
|-----------------|------|
| Word List ..... | (58) |
|-----------------|------|

|             |      |
|-------------|------|
| Notes ..... | (58) |
|-------------|------|

|                 |      |
|-----------------|------|
| Exercises ..... | (59) |
|-----------------|------|

|                                           |      |
|-------------------------------------------|------|
| Chinese Translation of the Dialogue ..... | (63) |
|-------------------------------------------|------|

## **Lesson Nine: I Hope I can Meet You Again Sometime**

|                                                    |      |
|----------------------------------------------------|------|
| <b>Next Week</b> (第九课: 我希望下星期什么时候能再与您见<br>面) ..... | (65) |
|----------------------------------------------------|------|

|                         |      |
|-------------------------|------|
| Basic Expressions ..... | (65) |
|-------------------------|------|

|                |      |
|----------------|------|
| Dialogue ..... | (66) |
|----------------|------|

|                              |      |
|------------------------------|------|
| More Basic Expressions ..... | (67) |
|------------------------------|------|

|                 |      |
|-----------------|------|
| Word List ..... | (68) |
|-----------------|------|

|             |      |
|-------------|------|
| Notes ..... | (68) |
|-------------|------|

|                 |      |
|-----------------|------|
| Exercises ..... | (69) |
|-----------------|------|

|                                           |      |
|-------------------------------------------|------|
| Chinese Translation of the Dialogue ..... | (71) |
|-------------------------------------------|------|

## **Lesson Ten: Revision (第十课: 单元复习) .....**

|                                            |      |
|--------------------------------------------|------|
| Dialogue 1 .....                           | (73) |
| Dialogue 2 .....                           | (73) |
| Dialogue 3 .....                           | (74) |
| Word List .....                            | (74) |
| Notes .....                                | (75) |
| Exercises .....                            | (75) |
| Chinese Translation of the Dialogues ..... | (76) |

### **Lesson Eleven: I Have a Proposition to Put Before You**

|                                           |      |
|-------------------------------------------|------|
| (第十一课: 我有个建议要向您提出) .....                  | (78) |
| Basic Expressions .....                   | (78) |
| Dialogue .....                            | (79) |
| More Basic Expressions .....              | (80) |
| Word List .....                           | (81) |
| Notes .....                               | (82) |
| Exercises .....                           | (82) |
| Chinese Translation of the Dialogue ..... | (85) |

### **Lesson Twelve: Welcome to Our Factory (第十二课: 欢迎**

|                              |      |
|------------------------------|------|
| 您来我厂) .....                  | (87) |
| Basic Expressions .....      | (87) |
| Dialogue .....               | (88) |
| More Basic Expressions ..... | (89) |
| Word List .....              | (90) |
| Notes .....                  | (90) |

Exercises ..... (91)

Chinese Translation of the Dialogue ..... (94)

### **Lesson Thirteen: Could You Tell Us Something about**

**Your Firm?** (第十三课: 您能给我们谈谈贵公司的情况  
吗?) ..... (95)

Basic Expressions ..... (95)

Dialogue ..... (96)

More Basic Expressions ..... (97)

Word List ..... (98)

Notes ..... (99)

Exercises ..... (100)

Chinese Translation of the Dialogue ..... (102)

### **Lesson Fourteen: I'm Told This Zone Has Developed**

**Very Quickly** (第十四课: 我听说这个区发展很快)  
..... (104)

Basic Expressions ..... (104)

Dialogue ..... (105)

More Basic Expressions ..... (106)

Word List ..... (107)

Notes ..... (108)

Exercises ..... (108)

Chinese Translation of the Dialogue ..... (111)

## Lesson Fifteen: Revision (第十五课: 单元复习)

|                                            |       |
|--------------------------------------------|-------|
| .....                                      | (112) |
| Dialogue 1 .....                           | (112) |
| Dialogue 2 .....                           | (112) |
| Dialogue 3 .....                           | (113) |
| Word List .....                            | (113) |
| Notes .....                                | (114) |
| Exercises .....                            | (114) |
| Chinese Translation of the Dialogues ..... | (115) |

## Lesson Sixteen: I'm Here to Visit a Trade Fair in New

York (第十六课: 我来这里参加在纽约举行的商品交易会)

|                                           |       |
|-------------------------------------------|-------|
| .....                                     | (117) |
| Basic Expressions .....                   | (117) |
| Dialogue .....                            | (118) |
| More Basic Expressions .....              | (119) |
| Word List .....                           | (120) |
| Notes .....                               | (120) |
| Exercises .....                           | (121) |
| Chinese Translation of the Dialogue ..... | (123) |

## Lesson Seventeen: Do You Have Any Accommodation?

(第十七课: 你们有住的地方吗?) .....

|                         |       |
|-------------------------|-------|
| Basic Expressions ..... | (124) |
|-------------------------|-------|

|                                           |       |
|-------------------------------------------|-------|
| Dialogue .....                            | (125) |
| More Basic Expressions .....              | (126) |
| Word List .....                           | (127) |
| Notes .....                               | (127) |
| Exercises .....                           | (128) |
| Chinese Translation of the Dialogue ..... | (130) |

### **Lesson Eighteen: Can You Tell Me the Way to Central**

**Square?** (第十八课: 你能告诉我去中央广场的路怎么走吗?) .....

(131)

Basic Expressions .....

(131)

Dialogue .....

(132)

More Basic Expressions .....

(133)

Word List .....

(134)

Notes .....

(134)

Exercises .....

(134)

Chinese Translation of the Dialogue .....

(137)

### **Lesson Nineteen: I've Come to Say Good-bye** (第十九课:

我是来道别的) .....

(138)

Basic Expressions .....

(138)

Dialogue .....

(139)

More Basic Expressions .....

(140)

Word List .....

(141)

Notes .....

(141)

|                                           |       |
|-------------------------------------------|-------|
| Exercises .....                           | (141) |
| Chinese Translation of the Dialogue ..... | (144) |

## Lesson Twenty: Revision (第二十课: 单元复习)

|                                            |       |
|--------------------------------------------|-------|
| .....                                      | (145) |
| Dialogue 1 .....                           | (145) |
| Dialogue 2 .....                           | (145) |
| Dialogue 3 .....                           | (146) |
| Word List .....                            | (146) |
| Notes .....                                | (146) |
| Exercises .....                            | (146) |
| Chinese Translation of the Dialogues ..... | (147) |

## Appendix I 附录一 .....

|                                                        |       |
|--------------------------------------------------------|-------|
| 100 Useful Expressions (常用句100句) .....                 | (149) |
| I. Special Greetings and Good Wishes (特定的问候语和祝愿) ..... | (149) |
| II. Taking a Taxi (乘出租车) .....                         | (150) |
| III. At a Railway Station (在火车站) .....                 | (151) |
| IV. At a Bank (在银行) .....                              | (152) |
| V. At a Post Office (在邮局) .....                        | (152) |
| VI. At a Shop (在商店) .....                              | (153) |
| VII. At a Restaurant (在餐馆) .....                       | (155) |
| VIII. At a Hospital (在医院) .....                        | (156) |
| IX. Finding a Room (找住处) .....                         | (157) |

|                                          |              |
|------------------------------------------|--------------|
| <b>Appendix II 附录二 .....</b>             | <b>(158)</b> |
| Public Signs and Notices (公共标识和告示) ..... | (158)        |
| Vocabulary (词汇表) .....                   | (163)        |

## Lesson One

### 第 一 课

Very Pleased to Meet You.

很高兴见到您

#### Basic Expressions

1. Good morning/afternoon/evening.  
早上/下午/晚上好!
2. My name's Martin.  
我名叫马丁。
3. I'm here to see Mr Wang.  
我来这里见王先生。
4. If you'll just take a seat, I'll let him know you're here.  
您请稍坐，我去告诉他您来了。
5. Come in, please.  
请进。
6. How are you?  
您好吗?
7. I'm very well, thank you. And you?  
我很好，谢谢。您呢?
8. Fine, thanks.