

实用英语系列教材

# 实用英语口语初级教程

林碧玲 编著  
秦玉红

Speaking



中山大学出版社

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·广州·

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## 序

为了满足人们继续学习、终身学习的要求，在新世纪的第一年，广东外语外贸大学成人教育学院更名为继续教育学院。学院的目标是：帮助更多的人实现大学梦；为社会培养更多的有专业知识的人才；创造出全国一流的继续教育品牌。继续教育学院开设了各类专业自学考试辅导班和进修班、培养英语专项技能的强化班及暑期进修班等。学生通过各门专业的学习，参加并通过广东省自学考试委员会组织的自学考试后便可获得国家承认学历的大专或本科文凭，享受普通高校同等学历待遇。

继续教育学院与一般的业务进修班、补习班不同，它在课程设置方面有一个突出的特点，那就是：继续教育学院各类班别都强调搞好英语教学，都要帮助学生学好英语，打下坚实的英语基础，掌握英语“听、说、读、写、译”这五种语言技能，以适应实际工作（特别是涉外工作）的需要。为此，继续教育学院组织该学院雄厚的师资力量，编写一套实用英语系列教材，作为实施英语强化教学的基础。这套教材包括七个部分，分为听力、口语、语法、阅读、写作、翻译及精读辅导。每个部分均视教学的实际需要编写一到几个分册。“听力”教材包括2个分册，全部用英语编写，按步就班，从听新闻开始，逐步培养学生听的能力。“口语”教材包括2个分册，全部用英语编写，结合不同的情景，培养学生说的能力。“语法”教材1册，用汉语编写（减轻学生理解负担），从“词法”到“句法”系统地有重点地讲授英语语法，帮助学生克服“语法”关。“阅读”教材包括4个分册，用英语分专题编写，题材多样（叙述+说明文，少量说理议

论文,包括不同的题材);分单元编写(体裁+技能,在两个单元之间串讲阅读技巧)。“写作”教材1册,帮助学生掌握英语各种体裁及应用文的写作方法,提高学生写作能力。“翻译”教材1册,包括“英译汉”、“汉译英”两部分,理论结合实际,帮助学生提高英汉对译能力。“精读辅导”(基础英语同步练习)教材2册,用汉语和英语编写,通过系统讲解、总结和做大量同步练习,巩固基础英语的学习成果。

实用英语系列教材是专门为自学考试英语大专班、成人教育英语专业班、强化培训英语专项技能班的学生编写的。这套英语系列的适用范围从高中毕业(2级)到大学英语(6级)学生的水平。

这套英语系列教材有以下优点和特色:目的明确(提高学生听、说、读、写、译这五种英语基本技能),教学重点和学习难点突出,实用性强,循序渐进,通俗易懂,讲解透彻。整套教材可供两学年教学使用。我们相信,学生经过两年的强化、系统学习之后,在英语的五种语言技能方面定能打下良好的基础。

“工欲善其事,必先利其器。”教材是搞好教学的重要基础。我们特此向英语教师和广大英语学习者推荐这套实用英语系列教材。

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国际商务英语学院  
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## 前 言

编者在从事多年的英语口语教学过程中越来越意识到简单机械的句型操练和情景会话并不能真正培养英语学习者实际运用语言进行交际的能力,而且很容易使学习者,尤其是成年学生感到枯燥乏味,而最终失去开口说英语的兴趣。针对这一问题,本教程的编写始终贯穿着交际法的主导思想,不以语法结构或情景为纲,而是结合一定的话题,重点突出语言的交际功能,充分地体现了教程的实用性,在内容编排上注重语言的地道纯正,题材丰富广泛,与日常生活息息相关。练习设计上避免过于单一机械,力求多样化,形式生动活泼,充分体现了教程的趣味性,最大限度地调动学习者参与和交流的积极性,使他们能够在轻松愉快的气氛中学习英语,寓教于乐;同时本教程还注入了跨文化教学,旨在增强英语学习者的跨文化意识,而最终达到能够顺畅自如地运用英语进行日常交际的目标。

本教程适合于具有一定词汇和语言基础的学习者使用,旨在提高学习者运用比较地道的英语轻松自如地进行日常交际的能力。

全书总分为 14 个单元,每个单元包括五个部分:

1) **Way to Speak** 提供四篇自然、地道的示范对话,每篇对话配有若干问题,检查学习者对与对话相关的语言功能、表达法及文化意识的理解。

2) **Useful Patterns** 介绍日常交际语言功能,让学习者接触大量的常用的相关句型、表达法及词汇。

3) Give It a Try 通过做各种形式的练习活动,包括填空、对子练习,小组讨论,角色扮演,游戏、采访等加强学习者对相关句型、表达法的掌握并运用于实际交际的能力。

4) Fun to Read 提供一篇生动有趣的阅读材料。

5) Fun to Talk 提供一幅相关的、生动有趣的插图,发挥学习者的想像力,通过看图说话或角色扮演的形式,达到活学活用的效果。

本书在编写过程中,参考了国内外各种口语教材。在此对原作者表示最诚挚的感谢。另外,部分插图选自以下教材:《实用英语口语》(上海外语教育出版社)、《交际英语教程》(1)(2)(世界图书出版公司)、《剑桥国际英语教程(学生用书)入门级》(外语教学与研究出版社),请原作者与我们联系。

由于时间仓促,编者水平有限,错漏之处,敬请斧正。

编 者

2001年6月25日

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# **Unit 1**

## **Greetings and Introductions**

### **Part One Way to Speak**



Richard: Hi. You're new here, aren't you?

Anna: Yes, I am. And you?

Richard: It's my second year here. By the way, I'm Richard.

What's your name?

Anna: Anna. Glad to meet you.

Richard: Nice to meet you, too. Are you from New York?

Anna: No, I'm from Italy. I'm an exchange student<sup>[1]</sup>.

Richard: Your English is very good. You don't have an accent.

Anna: Thank you. I studied English in school.

Richard: I see. Oh, I have to rush for class. It's nice talking to you. Hope to see you again on campus.

Anna: Nice talking to you, too. See you.

#### **Questions:**

- 1) How does Richard start the conversation?
- 2) How does Richard introduce himself?

- 3) How do Richard and Anna greet each other?
- 4) What phrases do they use to close their conversation?
- 5) Is this a formal conversation? How do you know?



Phillip: It's a nice party, isn't it?

Bill: It certainly is. Everyone is having a great time.

Phillip: The wine they are serving tonight is really good. Have we met before?

Bill: No, I don't think so.

Phillip: Let me introduce myself. My name's Phillip Holland.

Bill: It's a pleasure to meet you, Mr. Holland. I'm William Gibson.

Phillip: I beg your pardon. I didn't quite catch your first name?  
It's rather noisy here.

Bill: William, but please call me Bill.

Phillip: I'm really glad to meet you. What do you do in China?

Bill: I work for an American furniture company. We manufacture furniture in China and sell it in America and Europe.

Phillip: That sounds interesting. Have you been here long?

Bill: Not quite. Just three months. Everything is still new to me. What about you? Who do you work for?

Phillip: I teach English in a university.

Bill: That must be a great experience. Would you excuse me?  
I've just seen an old friend on the other end of the room.  
It was a pleasure meeting you.

Phillip: Same here. Hope to talk to you again.

**Questions:**

- 1) How does Phillip introduce himself?
- 2) How does Phillip ask William to repeat?
- 3) What does William prefer to be called? Is it common in the United States?
- 4) What do the speakers talk about after they've met?
- 5) How do the speakers close their conversation?
- 6) Is this a formal conversation? How do you know?



Chen: Hello, Mr. Yang.

Yang: Hello, Miss Chen. Dr. Johnson, I'd like you to meet my colleague, Chen Hong. Chen Hong, this is our new American teacher, Dr. Peter Johnson.

Peter: It's a pleasure to meet you, Miss Chen. How do you do?

Chen: (shaking hands) How do you do? The pleasure is mine. I've been looking forward to meeting you, Dr. Johnson. And welcome to our university.

Peter: I'm really happy to have this opportunity to teach here.

Chen: I hope you will enjoy your stay in China.

Peter: I'm sure I will. Everything here is so exciting to me.

Yang: Chen Hong, I'm showing Dr. Johnson around<sup>[2]</sup> the campus. Would you like to join us?

Chen: Sure. Let's go!

### Questions:

- 1) Who is introduced to whom?
- 2) How do they greet each other?
- 3) How does Dr. Johnson address Chen Hong?
- 4) Is this a formal situation? How do you know?



Mike: Hi, Jack. How're you doing?

Jack: Mike, hey. Haven't seen you for ages. What's up?<sup>[3]</sup>

Mike: Nothing much. I've been working on my term paper. It's a real pain.<sup>[4]</sup>

Jack: Take it easy, Mike. It's a piece of cake<sup>[5]</sup> for you. Hey, do you guys know each other?

Mike: No, I don't think so.

Jack: Mike, this is my new friend, Wang Ming. Wang Ming, this is Mike.

Mike: Hi.

Wang: Hi. Nice to meet you.

Mike: Where are you from?

Wang: I'm from Beijing, China.

Mike: Wow, you came all the way here from Beijing. What do you study here?

Wang: I'm taking a MBA<sup>[6]</sup> program here.

Mike: Well, good luck! Listen, Jack. I've got to run. Maybe we three could get together sometime this week.

Jack: That's a great idea. See you around.

### **Questions:**

- 1) How do Mike and Jack greet each other?
- 2) How does Mike feel about writing his term paper?
- 3) What does “a piece of cake” mean?
- 4) How are Mike and Wang Ming introduced to each other?
- 5) How does Mike close their conversation? Do you think it is an invitation?

## **Part Two Useful Patterns**

Note that the following phrases are basically listed according to the degree of formality.

### **Greetings**

Good morning/afternoon/  
evening.

How nice to see you!

Hello, John.

How are you?

Hi, Bob.

How have you been?

How are you doing?

How's it going?

What's happening/new/up?

Long time no see.

### **Response**

Good morning/afternoon/  
evening.

Nice to see you, too.

Hello, Susan.

Fine, thank you. And you?

Hi, Bob.

Quite well, thanks.

OK. And you?

Not bad. What about yourself?

Wonderful. Things couldn't be  
better.

Nothing much.

Yeah. How's life?

## **Self-introduction**

## **Response**

Please allow me to introduce myself. I'm Jack Smith.

How do you do?

Let me introduce myself. My name is Susan Leeds.

It's a pleasure to meet you.

I don't think we've met before. My name is Peter Jones.

Nice to meet you.

Hello, I'm George Yang.

Pleased to meet you.

Hi, I'm Mike. What's your name?

Hi, I'm Alice.

## **Introductions**

### **Introducer**

### **Response**

I'd like to introduce Henry Wang to you.

How do you do? /How do you do?

Let me introduce Doctor Gibson to you.

Glad to meet you. I've heard a lot about you. /Glad to meet you, too.

Maggie, I'd like you to meet my cousin, Rod. Rod, this is my colleague, Maggie.

Nice to meet you. /Nice to meet you, too.

This is Ben. This is Ted.

Hi. /Hi.

### **Starting a conversation**

### **Response**

You're new here, isn't it?

Yes, that's right. And you?

It's a lovely day, isn't it?

Yes, indeed.

Beautiful weather, isn't it?

Yes, it's a perfect day.

Big crowds, isn't it?

Yes, I never expected so many people here. By the way, I'm John.

It's a nice party, isn't it?

Yes, everyone is having fun.

### **Closing a conversation**

### **Response**

I've got to go now. Nice seeing you here.

Hope to see you again soon.

I'd better be going. Hope to see you soon.

See you. Take care.

I'm in a kind of rush. Maybe we could get together sometime next week.

That's a good idea. Maybe I can give you a call later.

It was a pleasure meeting you.

It was a pleasure meeting you, too.

It was nice meeting you.

Same here. Hope to see you again.

Nice talking to you.

Nice talking to you, too.

I really enjoyed talking to you.

Me, too. Hope to talk to you again.

## **Part Three Give It a Try**

### ***Practice 1***

Work out appropriate replies according to the different situations given below.

Example: Good morning, Mrs. Brown. How are you?

Reply: Good morning, Mr. Baker. I'm fine, thanks. How are you?

1) Hello, Peter. Do you know my cousin, Bob?

Reply: \_\_\_\_\_

2) Hi, there, Jack. How are you doing?

Reply: \_\_\_\_\_

3) Dad, I'd like you to meet Mr. Smith, our personnel manager.

Reply: \_\_\_\_\_

4) I'd better be going. It was nice seeing you again.

Reply: \_\_\_\_\_

5) Mr. Brown, it was a pleasure meeting you.

Reply: \_\_\_\_\_

6) Hello, Andrew. How's your family?

Reply: \_\_\_\_\_

## ***Practice 2***

### **Situation 1**

You're having dinner with a friend in a restaurant. You see one of your classmates come in. You greet him/her and introduce your friend to your classmate.

### **Situation 2**

You're shopping in a department store with your boyfriend/girlfriend. Your boss, Mr. Johnson happens to be there, too. You approach your boss to say hello and introduce your boyfriend/girlfriend to him.



### **Situation 3**

You bump into an old friend whom you haven't seen for a long time. Greet each other and ask about each other's family.

### **Situation 4**

You're sitting next to a foreign student on the bus headed for downtown. He/She wants to know whether the bus is going to the railway station. You tell him/her what you know and then introduce yourself. You two have a small talk.

### ***Practice 3***

Design a name card for yourself. You may choose any identity you would like as your own, for example, a famous movie star, a pop singer, a world leader, a teacher or an artist, etc. Write your new name and occupation on a sheet of paper. Below this, write your real name. Give this paper to the teacher.

Suppose you and your classmates are at a party at a friend's house. Move around the classroom and use your new name card to introduce yourself to at least two other people and learn their names and occupations. Then introduce them to each other. When you introduce them, remember to mention their occupations, so that they may have a small talk.

### **Useful expressions:**

Nice party, isn't it?

Great crowds, isn't it?

The hostess looks gorgeous tonight, doesn't she?