


# 实用英语口语译词典

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A DICTIONARY FOR  
INTERPRETERS

 上海遠東出版社

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# 前言

随着全球一体化进程的加快,英语口译越来越成为我国经济、文化、科技、教育、法律等从业人员必备的技能;而国内“英语热”的持续升温也使越来越多的英语爱好者以能说一口流利的英语为荣。为了帮助广大学习者在尽可能短的时间里熟悉各个领域的常用英语表达,积累丰富的口译表达素材,我们特编写了本书。

作为一本新颖的英语口译工具书,本书具有以下特色:

1. 词条的实用性强。本书词条的选择主要考虑词在口译中的使用频率,以经典原版词典中词汇使用频率为依据,把词汇量控制在1100个左右,并将词的使用频率与其内涵、外延有机地结合起来,真正做到所选词常用、实用。

2. 例句信息量大,内容覆盖面广且富有时代气息。例句主要选自国内外著名报刊,以及一些词典和参考书。内容涉及政治、经济、科技、文化、教育、法律等领域,社会热点,民生国情,几无遗漏。

3. 编排新颖,具有视觉冲击力。与其他同类工具书不同的是,本书英语词条之下的例句编排是中文在前,英文在后。考虑到中国读者的实际情况,更需要增加汉译英的技巧。编排时中文在前意在模拟实际工作环境,挑战使用者的汉译英能力,刺激使用者的语言输出。

口译是一项技巧性很强的活动,前辈经验的积累对正在学习口译的人有宝贵的参考价值。我们在书中特地插入了一些口译技巧和经验介绍,尽可能帮助读者少走弯路。同时,本书也尽可能兼顾当前口译证书考试的内容,对口译考试人员也有一定的帮助。

本书既可作为工具书使用,又能作为阅读欣赏手册,于工作、生活、职业技能、陶冶文化情操,都不无裨益。

本书是华东政法学院十多位外语教师辛勤工作的结果,大家对工作的认真态度以及在精力和时间上的投入使本书的付梓成为可能。书中难免有粗糙与不成熟之处,请各位专家、读者不吝赐教,以便再版时修改,使之更臻完善。

本书的主要编纂人员还有许厚春、甘翠平、钱雅欣、潘苏悦、刘雁、邓群芳、余志红、杨焯、林玫、余素青、童珊。

**王嘉程**

2005年7月于上海松江大学城

# 常用口语表达 (General Expressions)

## 预约 (Appointments)

如有可能的话,我想今天上午到您办公室见您。

I'd like to come over and see you in your office this morning if possible.

您能不能安排我明天上午 10 点钟与怀特先生见面?

Would you make an appointment for me with Mr. White at 10 o'clock tomorrow morning?

我想与您谈谈我们的新的销售计划,您看今天下午行吗?

I'd like to talk to you about our new sales plan. Can you make it this afternoon?

再晚一点行不行?我这儿有很多事,4 点以前没空。所以见您的时间恐怕不能再提前。

Would sometime later be all right with you? I got a lot of work here and won't be free until four. I'm afraid I can't see you any sooner.

知道不知道我要在哪里和他见面?我忘记他说在哪里和我见面了。

Any idea where I should meet him? I forget where he said he'd see me.

对不起,两点半以前经理的时间都排满了,除非有人取消约会。

Sorry, the manager is fully booked till 2:30 pm unless there's a cancellation.

我们主任今天的时间排得满满的,恐怕要到明天才能见您。

Our director's got rather a full day today, I'm afraid he won't be able to see you until tomorrow.

今天下午我要替老板安排与我们欧盟销售商的会面。

I'll schedule an appointment for my boss this afternoon with our EU dealers.

## 邀请 (Invitations)

我十分希望你与您的家人能来参加本周末我们的晚宴。

I'd very much like you and your family to come to our dinner party this

weekend.

本周五下午我们有一个关于当代世界经济的专题讨论,您能来吗?

We're having a panel discussion about current world economy this coming

Friday afternoon. Will you join us?

尊夫人如能同来,我们将非常高兴。我们期盼在宴会上见到你们。

We'd be very delighted if your wife could come with you. We look forward to seeing you at the party.

您一定得留下来和我们一起用晚餐;我们都会很开心的。

You must stay for dinner with us; it's gonna be a wonderful time for all of us.

找个机会过来聊聊,我们很久没这样了。

Find time to come over and have a chat. We haven't had one for a long time.

敬请光临明天的报告会,我们不胜荣幸。

Could we have the honor of your presence at tomorrow's presentation?

我真不想拒绝他们的讲座邀请,但在一个学期的这种时候,我看实在是没有可能去做那个讲座。

I hate to turn down their invitation to give a lecture, but I just don't see any possibility of doing it at this time of the semester.

只有得到邀请的人才能出席研讨会。

Attendance at the seminars is by invitation only.

## 介绍(Introductions)

来见见我的同事苏珊,她在我们这儿有两个星期了。

Meet my colleague Susan, she's been with us for two weeks.

李小姐,来见见我的秘书玛莉。

Miss Lee, I'd like you to meet my secretary Mary.

怀特先生,我想让您见见我们研发部主任林德先生,他对我们的新产品了如指掌。

Mr. White, I want you to meet Mr. Lynd, director of our R&D department, he knows everything about our new product.

见到您真高兴,艾丽斯。打上星期来我们就一直盼着您过来。

Very glad to meet you, Alice. We've been anticipating your visit since last week.

请让我向各位介绍我们的主任詹妮·怀特女士。

I'd like to introduce to you our director Ms. Jenny White.

我很荣幸向各位介绍 ABC 公司总裁卡森先生,他将主持今天的会议。

I am honored to present Mr. Carson, president of ABC company, who will preside over today's meeting.

请允许我来介绍卡尔森基金会主席约翰·卡尔森先生。

Please let me introduce President of the Carlson Foundation, Mr. John Carlson.

让我来介绍本公司助理经理詹妮·富布莱特小姐。

May I present Miss Jenny Fulbright, Assistant Manager of our company.

## 请求 (Requests)

不知道您能不能替我校对一下这份报告,这很急。

I wonder if you could help me proofread this report, it's urgent.

下周我请一会儿假行吗?

Would you mind if I had some time off next week?

今天下午我们想用您的办公室开个会,您看行吗?

Is there any chance of using your office for a meeting this afternoon?

您看我与你们经理的会面能不能安排得稍早一点。

Do you think I could possibly have my appointment with my manager a little earlier?

如果您能将我们的会面推迟到下星期二就好了。

I'd appreciate it if you could postpone our meeting until next Tuesday.

不好意思,打扰您了,能不能现在就告诉我您的飞行时间呢? 我们可以安排时间。

I'm sorry to trouble you, but could you let me know your flight time now?

We need it to fix our schedule.

我会请你们每个人都做一个简短的陈述。

I'm going to ask each of you to make a short presentation.

如果您能和我们一起来参加今天下午的讨论,我将不胜荣幸。



I'll regard it as a favor if you could join us for this afternoon's discussion.

## 感谢(Thanks)

感谢您抽出时间来和我谈谈。

Thank you for taking the time to chat with me.

真不知道怎样感谢您才好。

I really don't know how I can thank you enough.

谢谢您的帮忙。

Thank you for all the trouble you've taken.

晚上过得真不错,谢谢。

Thank you for a most enjoyable evening.

不,不必了。不过还是很感谢您。

No, there's no need. But thank you all the same.

你们真是太好了,在我们十分需要帮助的时候能想到我们。

It was ever so nice of you to think of us when we needed help so much.

谢谢您为我们所做的一切。

Thanks a lot for what you did for all of us.

我们由衷感谢李大夫和医院的其他工作人员。

We are deeply indebted to Dr. Lee and the rest of the hospital staff.

如果您能够不对外张扬此事,我不胜感谢。

I'd be obliged if you'd treat this matter as strictly confidential.

## 许可(Permissions)

如果您已经完成了工作,我可以给他们打电话。

It's all right with me to call them if you've finished your assignment.

我看您现在就递交申请应该没什么问题。

I see no reason why you shouldn't hand in your application right now.

您的想法看来完全可以接受。实际上,在这个问题上它是我知道的最好的想法之一。

Your idea seems perfectly acceptable. As a matter of fact, it's one of the best I've ever seen on this subject.

恐怕您现在不可能见他,他现在正在接待我们总公司来的人。

I'm afraid it's not possible for you to see him at this moment, he's with somebody from our head office.

如果可以,我想用一下这个电话。

I'd like to make a phone call here, if I may.

我用一下这个办公室,就两小时,你们看行吗?

Would you mind if I use this office for just two hours?

我们跳过下一章直接进入“地区销售”这一章,有人反对吗?

Is there any objection if we skip the next chapter and move on to “regional sales”?

如需要更多地了解此事,随时可与我们联系。

Please feel free to contact us any time you need more information on the matter.

## 理由 (Reasons)

她说了我们不在的时候所发生的事,我们没有任何理由怀疑她说的话。

There's no reason whatsoever to doubt her account of what had happened when we were not there.

当时我正忙着其他事,没注意到办公室外面发生了什么事。

I was busy about something else and didn't notice what was going on outside the office.

我想这都是因为他碰巧不在,看来他对事故一无所知。

I think it's all because he happened to be away and didn't seem to know anything about the accident.

问题是他没能在讲话中提到工程的成本。

The point was that he fell short of mentioning the costs of the project in his speech.

考虑到这件家具的价格、设计和其他许多问题,我们或许只能将它从我们的购物单上划掉了。

Considering the price, the design and many other things of this piece of furniture, we'll probably have to drop it from our shopping list.

嗯,问题是这个人根本就不适合干这个活。

Well, the thing is, this man is not the right man at all for the job.

他们告诉我,由于我的背有毛病,只能穿平底鞋。

I was told to wear flat shoes on account of my back problem.

我们想知道她为什么不接受这份工作。

We'd like to know the reason why she didn't accept the job.

## 建议 (Suggestions)

明天和我的一些同事共进工作午餐怎么样? 那样我们可能有机会好好谈谈我们生产上的所有问题。

How about having a working lunch with some of my colleagues tomorrow?

We may have a chance to talk all our production problems out.

您看接受他们的邀请怎么样?

What would you say to accepting their invitation?

如果我是您,我就召集工作人员开个会,看看他们会不会有好的解决办法。

If I were you, I would call a staff meeting and see if they would come up with a good solution.

您不觉得上图书馆去找一找有关这个课题的一切必要资料是个好主意吗?

Don't you think it might be a good idea to go to the library and find whatever necessary information there about the subject?

想过给您父母亲打个电话吗?

Ever thought of giving your parents a call?

我在想,您有没有足够的时间为明天的会议写这份报告。

I was wondering if you would have enough time to write this report for tomorrow's meeting.

把这件事交给更专业一些的人会不会更好一些?

Wouldn't it be better for us to leave this case to somebody more professional? 为什么不直接去您主任那里告诉他您不喜欢换工作呢? 或许他会改变主意的。

Why not go straight to your director and tell him you don't like the transfer?

He may change his mind.

## 意见 (Opinions)

能谈谈您对公司营销策略的看法吗?

Could we have your opinion on the company's marketing strategy?

您怎么看这些测试结果? 对下一步该怎么办好像人人都有自己的想法。

What's your take on these test results? Everybody seems to have his own idea as to what we should do next.

我们非常想知道他们对这件事的看法, 这事很急。

We desperately need to know their position on the matter, it's urgent.

您会怎么回应他们对这些应急方案采取的反对立场?

How would you react to their opposition to these contingency plans?

这个问题您怎么想?

What's your stand on this issue?

您觉得新任务怎么样? 我知道您并没有提出要接这份工作, 不过如果您乐意干的话, 我是很高兴的。

What do you think of your new assignment? I understand you didn't ask for it, but I'd be glad if you like it.

有反对意见吗? 那好, 这么说这是个很好的想法了, 我们都愿意采用它。

Any objection? Well, let's say it's a wonderful proposal and we all like it.

与他们共享我们的研究结果, 你们看怎么样? 他们提出来了, 我们有三天的时间来考虑他们的要求。

What would you say to sharing our research findings with them? They asked and we have three days to consider their request.

## 道歉 (Apologies)

希望我没打扰您, 不过这事真的挺急, 我们看来不能再把它往后推了。

I hope I'm not disturbing you, but this is really something urgent and we don't seem to have time to postpone it again.

我担心明天晚上我做不了, 看看过三天行不行。

I'm afraid I can't manage tomorrow evening, I'll see if I can make it in three days.

在这么短的时间内要您看完这份报告,还要给出您的意见,真不好意思。

We're sorry we have to let you see the report and give your feedback at such short notice.

对不起,我来晚了。路上出了交通事故,我在那里堵了一会儿。

Sorry I'm late. There was a road accident and I couldn't get through the traffic.

不好意思,打扰您了,能不能告诉我人事部在哪里?

Sorry to disturb you, but could you tell me where the Personnel Department is?

不能来出席你们的宴会,我们深表歉意。

Please accept our apologies for not being able to attend your party.

给你们造成这么多麻烦,不好意思。其实我们并不想这样。

Sorry to have caused you so much inconvenience. It was really quite unintentional.

很抱歉,我们无法全额退款。不过,对于交货晚了,我们会看看该怎么办。

We're sorry we may not be able to make a full refund, but we'll see what we can do about the delay in shipping.

## 天气(Weather)

明天天气怎样?

What's the weather going to be like tomorrow?

我希望周末一直都是好天气,因为周六我们要去野餐。

I hope it keeps fine for the weekend because we're having a picnic on Saturday.

这儿春天天气如何? 会不会总是绵绵细雨?

What's the weather like in spring here? Does it always drizzle?

天气预报说今天天气晴朗,温暖宜人,是户外活动的绝好天气。

Radio says it's going to be sunny and mild, a perfect day to do some outing.

这个城市天气变化之大是有名的。

This city is noted for its extreme weather conditions.

天气终于好起来了, 对吧?

It's turned out a fine day after all, hasn't it?

我希望这场雨等我们到家后再下。

I hope the rain will hold off till we get home.

温度很高, 整天都非常闷热, 晚上也不好过。

The heat is intense and it's swelteringly hot all day long and very oppressive at night.

预计今晚有小雪。

We're expecting snow flurries tonight.

这是一年中最寒冷的夜晚, 冻死人了!

This is the coldest night of the year. It's freezing!

如果您不喜欢这儿的天气, 别着急, 它会变的。

If you don't like the weather here, wait a moment. It'll change.

## 时间 (Time and Dates)

请问您现在几点?

Excuse me, have you got the time?

我周二上午 9:30 约了牙医。

I have an appointment with my dentist at 9:30 Tuesday morning.

我们去机场要多长时间?

How much time will it take for us to get to the airport?

周二对我来说没问题。好, 那么就定在 1 月 18 日, 星期二。

Tuesday is fine with me. Right, it'll be on Tuesday, January 18 then.

我的表现在是 9 点 58 分, 不过我想它快了 2 分钟。

My watch says it's 9:58, but I'm afraid it gains 2 minutes.

现在肯定是 5 点过 10 分, 我刚按电台的报时信号拨过表。

I'm sure it's 10 after 5. I've just set my watch by the radio time signal.

下周五, 五月一日是我的生日。

Next Friday, May 1 is my birthday.

我的出生日期是 1994 年 5 月 1 日。

My date of birth is May 1, 1994.

会议预计要开一个半小时。

The meeting is expected to last about an hour and a half.

我们得在沙漠里待上 14 天。

We'll have to stay in the desert for a fortnight.

## 订票(Booking Tickets)

有星期六飞北京的航班吗?

Are there any planes to Beijing on Saturday?

请稍等片刻,我查查看。

If you'll excuse me for a second, I'll check.

顺便提一下,我不要夜航班机。我喜欢早上的班机。

By the way, I don't want a night flight. I'd prefer the morning.

瑞士航空公司的波音 757 8:10 飞离上海。

There's a Swissair Boeing 757 out of Shanghai at 8:10.

我要一张经济舱的不限回来时间的来回票。

I'll need an economy class open return, please.

我大约什么时候办理登机手续?

When am I supposed to check in?

如果您去机场,必须最迟在 7:25 之前到那里。

If you're going to the airport, you must be there by 7:25 at the latest.

## 旅行(Traveling)

请问去上海的票多少钱?

How much is the ticket for Shanghai, please?

单程票 15 元,双程票 27 元 5 角。

It's fifteen yuan one way, twenty-seven yuan and a half round trip.

火车什么时候开?

When does the train leave?

每天有两班火车。11:00 有一班,下午 5:00 还有一班。

There are two trains every day. One leaves at 11:00 and the other leaves at

5:00 in the afternoon.

这两班都是直达车吗？

Are they both through trains?

11:00 的是特快，而另一班则是慢车。

The 11:00 is an express, but the second is a local.

两列火车上都有餐车吗？

Is there a dining car on both trains?

只有 11:00 的那班车才有。

There is one only on the 11:00 train.

请问卧铺席多少钱？

What's the cost of a Pullman seat, please?

在普通硬座票价上加 10 元。不过，下午 5:00 的那趟车没有卧铺，只有座席。我不敢保证 11:00 的那趟车是否还有卧铺，除非您预定。

It is ten yuan to the regular fare. However, there is no Pullman on 5:00 train, only day coaches. But I doubt if there are any Pullman seats available on 11:00 train, unless you have a reservation.

您能帮我看有卧铺吗？

Would you mind finding out if I have a chance of getting a Pullman seat?

嗯，现在我有张空卧席，因为半小时前有人退订了。但是按照惯例至少要提前半天预定。

Well, I have got one vacant Pullman seat just now because someone cancelled it half an hour ago. But it's customary to make a reservation at least half a day in advance.

那就是说我很幸运了，我决定要了。

Say I'm a lucky bird, I'd better make up my mind to take it.

火车在几轨道？

What track number is the train?

第二轨道。

Track No. 2.

## 访友 (Visiting Friends)

实在对不起，让您久等了，我刚才在打电话。



So sorry to have kept you waiting. I was on the phone.

没关系,非常高兴在这晴朗的日子里您有时间接待我。

That's all right. I'm very glad you have found time to receive me on such a beautiful day.

是的,天气真好。您那边的天气如何?

Yes, it's lovely. But what's the weather like at your home?

就像这儿一样好。

Just as beautiful as here.

我是马先生的一个朋友。他经常提起您,并说如果我来的话代他向您问好。

I'm a friend of Mr. Ma. He has often spoken of you, and asked me to give you his best regards if I come.

马先生也经常提到您,您是一个有前途的人。

Mr. Ma has told me so much about you too and you are so promising.

顺便问一下,马先生好吗?

By the way, how is Mr. Ma?

他很好,不过很忙。对您的好意他非常感激,而且非常惦念与您在一起的日子。

He is quite well though very busy. He is as grateful as ever to you for your kindness and misses your company terribly.

我也很想他,我希望不久后能再见到他。您回去后请代我向他问好。

I miss him a lot, too. I wish I could see him again soon. Please say hello to him when you go back.

现在我得走了。我在这儿只呆3天,我还有许多事情要做。

I have to go now. I'm here only for three days, and I have so many things to do.

## 问路(Asking the Way)

对不起,请问去火车站怎么走?

Excuse me, can you tell me the way to the train station?

一直往前走,在第二个交通灯那儿过马路就到了。您不会找不到的。

Walk straight on. Cross the street at the second traffic light. You can't miss