

Unit 1 Greetings 问候

Basic Sentences 基本句子

1. Hi (Hello) ! 你好 !
2. Good morning (afternoon/evening). Mr (Mrs/Miss/Ms) Root!
早晨(下午/晚上)好,鲁特先生(太太/小姐/女士)!
3. How are you ? 你好 !
4. How do you do ? 你好 !
5. Glad (Nice/Good) to see you 见到你很高兴。
6. Hello there, what a coincidence 喂,见到你真巧 !
7. Fancy meeting you here. 真想不到在这儿遇到你。
8. I'm so glad you could come 我很高兴你能来。
9. Small world, isn't it 世界太小了,是吧 ?
10. What brings you here today ? 今天什么风把你吹到这儿 ?
11. How nice to see you again. 很高兴能再次见到你。
12. Haven't seen you for ages (a long time). 很长时间没见到你了。
13. Long time no see. 好久不见了。
14. How're you doing 你好吗 ?
15. How's everything going ? 一切顺利吗 ?
16. How are things with you? 过得怎么样 ?
17. How are you getting on (along) these days ? 近来过得怎么样 ?
18. How have you been ? 近来怎样 ?

19. What's new with you? 有什么新鲜事吗?
20. How's your manager? Is he well? 你们经理怎样? 他好吗?
21. How's everybody (everything) at the office 办公室其他人(事)都好吧?
22. I am so pleased (glad) to have the opportunity (chance) to meet (see) you. 有机会见到你非常高兴。
23. It's very nice to have a chance to meet (see) you. 有缘与您相会太好了。
24. I've been wanting to meet (see) you. 我一直想见你。
25. I've been looking forward to seeing (meeting) you. 我一直期待着能见到你。
26. I hope all goes well with you. 望您万事如意。
27. I'm fine, thank you. And you 我很好, 谢谢你。你呢?
28. Pretty good, thank you. 很好, 谢谢你。
29. Great! 棒极了。
30. Couldn't be better. 不能再好了。(再好不过了。)
31. Just so-so. 一般(马马虎虎)。
32. Same as ever. 还与以前一样(老样子)。
33. Not too well. 有点糟。

Additional Sentences 附加句子

- Welcome to Qingdao (China). 欢迎来青岛(中国)。
- I'm pleased to meet you again. 很高兴再次见到你。
- Hello, old chap 你好, 老伙计。
- How's life? 生活怎样?
- How's it going? 情况怎样?
- How's everything (your family)? 一切(你的家人)都好吧?

How's your business (study/work) 生意(学习/工作)怎样?

How's your work going? 工作顺利吗?

How are your studies going? 你的学习怎么样?

Nice having you. 你能来我很高兴。

Nice to meet (see/know) you. 很高兴见到(认识)你。

I'm extremely well, thank you. 我很好,谢谢你。

Pleased (Good/Nice) to meet (see) you again. 很高兴再次见到你。

This is (What) a pleasant surprise! 真是个惊喜!

Just the same as usual 还是老样子。

Same old thing, same old thing. 同以前一样。

Nothing new. 没什么新鲜事。

So far so good. 至今很好!

Oh, the usual. 噢,一般化。

Can't complain. 还行。

Mustn't grumble. 还好。

Dialogs 会话

I

A: Hi, David. How are you doing 喂,大卫,你好吗?

B: Not bad. And how are you? 挺好。你呢?

A: Very well. Let me hang up your coat on the hook. 很好。让我把你的上衣挂到衣帽钩上。

B: Thank you. Am I late? 谢谢。我来晚了吗?

A: No, not in the least 不,一点不晚。

B: Nice to meet you again. 很高兴再次见到你。

A: It's a long time since I saw you last. I heard you were in New York. 自从上次见到你,已经好长时间没见了。听说你去纽约

了。

B: Yes, I went to see my fiancée there. We haven't seen each other for 5 years. I only got back early this morning. How's everything in our country ? 是的。我去那里看未婚妻了。我们五年没见了。今天早上一早才回来。国内一切都好吗？

A: Pretty good. How's your fiancée ? 相当好。你未婚妻怎么样？

B: She's fine, but her parents have developed (gone down with) high blood pressure. 她很好。但是她父母亲患了高血压。

A: I'm sorry to hear that. I hope they'll be on their feet soon. 听你这么说不，我很难过。我希望他们很快就会好起来。

B: How are your parents ? 你父母亲好吗？

A: They both enjoy good health. And how about your stay in New York ? 他们身体都很好。你在纽约怎样？

B: Horrible! We lived near the World Trade Center when the terrorist attacks occurred. 可怕极了！恐怖袭击发生时，我们住在世贸中心附近。

II

A: Fancy running into you on the square! It's a small world, isn't it 竟然在广场上遇见你，这世界真小，不是吗？

B: Yes. It's great to see you again. What have you been doing since we graduated from the college 是的。能再次见到你，太好了。自从我们大学毕业后，你一直在干什么？

A: I've been doing business. Believe it or not, I've been promoted to be a manager! 一直在做生意。你信不信，我已升任经理了。

B: Oh, that's fantastic! You must be thrilled. 哦，太棒了！你一定高兴极了。

A: Another piece of good news. I got married to a doctor of science from London University. We're getting along surprisingly well.
另一件好消息，我与伦敦大学的一位理科博士结婚了。我们相处得非常好。

B: Congratulations! So you're on top of the world. 祝贺你！那么你是世上最幸福的人了。

A: Quite right. We've got quite a nice flat. I do hope you'll come over and see us sometime. I'd like to have you meet my wife, Grace. Here, I'll give you our address and telephone number. Just give us a call beforehand so we'll know when to expect you.
OK？一点不错。我们买了一套很漂亮的房子。我真希望将来某时你会来看望我们。我想让你见见我的妻子，格雷斯。来，我给你我们的地址和电话号码。来前给我们打个电话以便我们知道你什么时候来，好吗？

B: Thanks, I will. It's very nice (kind) of you. 谢谢，一定。太感谢您了。

A: What are you doing yourself these years？你这几年在干什么？

B: I'm running a computer company and business is always brisk.
I'm engaged to a post doctor of arts in Yale University. 我在经营一个计算机公司，生意一直兴隆。我与耶鲁大学的一位文学博士后订婚了。

A: Wow! Marvelous! That's worth a dinner and drink together, isn't it? 哇！棒极了！值得聚聚喝一杯了，不是吗？

B: Yes, isn't it? You'll be hearing from me. 是的，该聚一聚喝一杯了！你听我的信吧。

A: The sooner, the better! So long. 越快越好！再见。

B: So long. 再见。

III

A: Hello, Mike. 你好, 麦克。

B: Hi, Zhou. Haven't seen you for ages. How's everything going?
你好, 周。好久不见了。一切都好吗?

A: Fine, thanks. I'm so pleased you could come to Qingdao. 很好,
谢谢。很高兴你能来青岛。

B: I've been dreaming of coming here and traveling around this
great country. 我一直盼望来这儿, 到这个伟大的国家来旅游。

A: Now your dream is going to come true, and there're many
interesting places to visit in China 现在, 你的梦想就要实现
了。中国有许多有趣的地方, 值得参观。

B: I heard of that in France. But this time I can only stay 10 days
here. 我在法国就听说过。不过这次我只能在这儿呆 10 天。

A: It doesn't matter. I can be your guide! Let's make an itinerary
and you'll get a wonderful tour of my country. 这没关系。我会
做你的导游。让我们来做个旅行路线日程表, 你会在我们国家
旅游得很好。

B: Thank you. It's really very nice of you. But when we make the
itinerary, don't forget your family. I'll call at your house and
see your wife and kids. 谢谢你。那太好了。但是我们做旅行
计划表时, 不要忘了你们一家人, 我要拜访你家, 看看你妻子和
孩子们。

A: Of course. They've been looking forward to seeing you. I'll in-
vite you to my house and have a grand dinner. My wife is a good
cook and she'll cook typical Chinese food for you. 当然喽。他

们一直盼望着见到你。我将邀请你到我家，好好吃一顿。我妻子饭做得很好，她要给你做典型的中餐。

B: Thank you very much. Please take these gifts to your wife and kids and say hello to them for me 非常感谢。请把这些礼物带给你妻子和孩子们，代我向他们问候。

A: OK. Thanks a lot. 好吧。多谢了。

Vocabulary 词汇

address [ə'dres] <i>n.</i> 地址	grumble ['grʌmbəl] <i>v.</i> 抱怨
beforehand [bi'fɔ:hænd] <i>adv.</i> 事先	hang [hæŋ] <i>v.</i> 悬挂
brisk [brɪsk] <i>adj.</i> 兴隆的, 轻快的	horrible ['hɒrəbl] <i>adj.</i> 可怕的
coincidence [kəu'ɪnsɪdəns] <i>n.</i> 巧合	itinerary [ai'tɪnərəri] <i>n.</i> 旅行指南; 旅行日程表
complain [kəm'pleɪn] <i>v.</i> 抱怨	kid [kɪd] <i>n.</i> 小孩
computer [kəm'pjʊ:tə] <i>n.</i> 计算机	marvelous ['mɑ:vələs] <i>adj.</i> 奇妙的, 妙极了
congratulation [kən'grætju'leɪʃən] <i>n.</i> 祝贺	occur [ə'kɜ:] <i>v.</i> 发生, 出现
fancy ['fænsi] <i>v.</i> 想象, 设想	promote [prə'məʊt] <i>v.</i> 促进, 晋升
fantastic [fæn'tæstɪk] <i>adj.</i> 奇异的; 极大的	surprise [sə'praɪz] <i>n.</i> 惊奇, 意外
fiancée (fiancé) [fi'ɑ:nsei] <i>n.</i> 未婚妻 (夫)	terrorist ['terərɪst] <i>n.</i> 恐怖主义者
flat [flæt] <i>n.</i> 公寓	thrill [θrɪl] <i>v.</i> 兴奋, 使颤抖
gift [ɡɪft] <i>n.</i> 礼物	travel ['trævl] <i>v.</i> 旅行
grand [grænd] <i>adj.</i> 庄严的, 丰盛的	typical ['tɪpɪkəl] <i>adj.</i> 典型的
	wow [waʊ] <i>int.</i> 天哪

Notes 注释

1. hang (up) ... on : 把...挂在...之上, 例如 : Please hang your clothes on hook.
2. not in the least : 一点也不, 例如 : It doesn't matter in the least if you're a bit

late.

3. go down with 患了…疾病,例如:The children have gone down with pneumonia.
4. on one's feet 病愈,复元,例如:After you take this medicine, you'll be on your feet soon.
5. How about your stay in... 相当于 How would you like...? / What do you think about (of) ...?
6. run into (across) 偶然遇到,例如:Guess who I ran into in town today!
7. Fancy running into you on the square! 竟然在广场上遇见你!(fancy 后面应跟动名词作宾语。)
8. believe it or not 信不信由你,例如:Well, believe it or not, they've given me a loan.
9. get married to... 与…结婚,介词必须用 to,不能用 with,例如:She's married to my cousin.
10. get along (on) well with... :与…相处得好,例如:She gets along (on) well with her neighbors.
11. on top of the world 世界上最好的,世界上最幸福的,例如:When I heard she'd been released I felt on top of the world!
12. sometime 某时,而 some time 是“相当长的一段时间”,例如:Let's have a party sometime next week./It'll be some time before I finish reading the novel. 而 sometimes 是“有时”的意思。
13. be engaged to... 与…订婚,介词只能用 to,不能用 with,例如:Have you met the man she's engaged to?
14. be worth :后面跟名词或动名词,不能跟动词不定式,例如:Her coat is worth 800 Yuan./This movie is worth seeing.
15. hear from... 收到…的消息、书信等,例如:Did you hear from her? / I have not heard from her since.
16. dream of (about) :梦见;梦想,例如:I shouldn't dream of doing such a thing.
17. come true 实现,例如:By 1975 the worst economic predictions had come true.

18. hear of 听说过,例如 :I've never heard of him!
19. call at 拜访某个地方。如拜访某人,则用 call on,例如 :I called at the dry cleaner's to collect your suit.
20. look forward to 盼望, to 后面跟名词或动名词,不能跟动词,例如 : My mother says she's looking forward to meeting you.
21. say hello to somebody for. . 代…向…问候,例如 :Please say hello to your wife for me.

Exercises

I . Pick out useful words and expressions from the following and make sentences with them.

Example: It's a long time since I saw you last.

It's already 6 years since I met you in Qingdao.

How long is it since you were in London?

1. Her parents have gone down with high blood pressure.
2. I hope they'll be on their feet soon.
3. And how about your stay in New York?
4. Fancy running into you on the square.
5. Believe it or not, I've got promoted to a manager.
6. I got married to a doctor of science from Paris University.
7. We're getting along surprisingly well.
8. So you're on top of the world.
9. Now your dream is going to come true.
10. I'll call at your house and see your wife and kids.
11. They've been looking forward to seeing you.
12. My wife is good at cooking and she'll cook typical Chinese food for you.

II . Complete the following conversation.

A: Hi! Is _____ you, Mark?

B: Hi, Chris. Fancy _____ you here in Palm Beach. How _____ you?

A: Fine. _____ you?

B: I'm _____ well. I came here yesterday for my _____.
My _____ live near here, you _____.

A: Yes. How _____! I'm _____ a scientific conference
_____ environmental protection.

B: So you'll stay here a _____ of days, will you?

A: Yes. I'll stay here _____ the weekend.

B: That's quite good. Do you think we should have a _____ be-
fore you go back _____ Tokyo?

A: Good idea. How _____ Thursday evening, at six o'clock?
Our meeting _____ on Thursday afternoon.

B: Fine. Thursday evening, six o'clock. I'll _____ you
_____ then.

III . Make up dialogs on

1. meeting between two friends who haven't seen each other for a long time;
2. running into a former classmate;
3. greeting a foreign guest.

Unit 2 Introduction 介绍

Basic Sentences 基本句子

34. May I know your name ? 您叫什么名字 ?
35. Excuse me, are you Mr Wilson ? 请问, 您是威尔逊先生吗 ?
36. Excuse me, I suppose you are Mr Scott from Sweden. 恕我冒昧, 我想您是来自瑞典的斯科特先生吧 !
37. I'd like to introduce (present) our coach Mr Johnson to you. 我想把我们的教练约翰逊先生介绍给您。
38. Prof Johnson, I'd like you to meet my friend and colleague, Li Ping. 约翰逊教授, 我想让您认识一下我的朋友和同事, 李平。
39. I'd like to meet(know) your Sales Manager. 我想见见 (认识) 你们的销售经理。
40. May I introduce you to our director, Mr Jiang 姜先生, 我可以把您介绍给我的主任吗 ?
41. Permit (allow) me to introduce (present) Judy. 允许我介绍一下朱迪。
42. It's with great pleasure that I introduce to you Mr John Grant, President of the Sino-American Friendship Association. 很高兴向你们介绍中美友好协会主席约翰·格兰特先生。
43. I'm honored (pleased) to present (introduce) John, Manager of General Electronic. 我很荣幸在此介绍通用电气公司经理, 约翰。

44. Please let me introduce myself; David Crook, Director of the Travel Agency. 请允许我自我介绍：大卫·克鲁克，旅行社经理。
45. May I introduce myself; Morris Keats? 我可以介绍一下自己吗？我叫莫里斯·济慈。
46. I wonder if you could introduce me to him. 我想您能否把我介绍给他。
47. Have you met Mr Edgar Snow 你见过爱德华·斯诺先生吗？
48. Is she an exporter of chemicals 她是化工产品出口商吗？
49. We're only a nodding acquaintance. 我们只是点头之交。
50. Excuse me, I don't think we've met before. I wonder if you could introduce me to him. 请原谅，我想我们以前未见过面，我想你是否把我介绍给他。
51. It's a pleasure to meet (see) you 见到你很高兴。
52. It's nice meeting you here. 很高兴能在这儿见到你。
53. Happy to know you. 很高兴认识你。
54. I'm glad my name is not new to you. 很高兴你对我的名字不陌生。
55. I'm very (so) pleased (delighted) to make your acquaintance. 认识您很高兴。
56. I've often wanted to meet (see) you. 我常期待能见到你。
57. It's a pleasure (privilege) to meet (know) you. 有幸见到(认识)您，令人很高兴。
58. We haven't seen much of you lately. 我们近来很少见到你。
59. I've heard so much (a lot) about you. 我听到很多关于您的事情。
60. I know you very well by reputation. 久仰大名。

Additional Sentences 附加句子

Let me introduce (present) Miss Wang. 允许我介绍一下王小姐。

Meet my sister, Jenny 认识一下我姐姐,詹妮。

I think we've seen each other somewhere before. 我想我们以前在什么地方见过面。

Do come and meet Mr Green. 过来认识一下格林先生。

May I take the liberty of introducing myself to you ? 我可以冒昧地自我介绍吗 ?

Would you please introduce me to Mr Clay ? 请把我介绍给克莱先生好吗 ?

I'd like you to meet Miss Zhao, a famous movie star in China. 我想让您认识一下中国著名的影星赵小姐。

I don't know how happy I am to see you 我真不知见到您会多么高兴。

I don't think you remember me, Prof Wilson. But I was in your class last year. My name's Anna 我想您不会记得我了,威尔逊教授。但我去年是您班上的学生。我叫安娜。

Dialogs 会话

I

A: Let me introduce you to my boy friend. 请让我把你介绍给我的男朋友。

B: Thank you. 谢谢。

A: This is David. This is Tom, a football player from Germany 这是大卫。这是汤姆,德国足球运动员。

B: How do you do ? 你好 !

C: How do you do ? 你好 !

A: How do you like my country ? 你觉得我的国家怎么样 ?

B: I'm fond of it. It is vast and beautiful 我很喜爱它。幅员广阔,美丽。

C: Oh, you speak good Chinese. 哦,你中文说得很好。

B: I can only speak a little. I still slip up in pronunciation from time to time. 只能说一点。我仍然不时地发错音。

C: Oh, that's hardly noticeable. 哦,几乎听不出来。

B: Thank you. 谢谢。

II

A: Hello, Wang Ping. 你好,王萍。

B: Hi, Wilson. Haven't seen you for a long time. How's everything going ? 你好,威尔逊。好长时间不见了,一切都好吗 ?

A: Fine, thanks. 很好,谢谢。

B: Have you met my Canadian friend, Goodman ? 你见过我的加拿大朋友,古德曼吗 ?

A: No, I haven't had the pleasure. 没有,没那么荣幸。

B: Wilson, this is Mr Goodman, president of Vancouver International Trade Company. (To Goodman) This is Mr Wilson, general manager of Beijing Machinery Import and Export Corporation. 威尔逊,这是古德曼先生,温哥华国际贸易公司总裁。(向古德曼)这是威尔逊先生,北京机械进出口公司的总经理。

A: How do you do, Mr Goodman 你好,古德曼先生。

C: Pleased to meet you, Mr Wilson. 很高兴见到你,威尔逊先生。

III

- A: Hi, Robert, do come in, please. 你好, 罗伯特。请进来。
- B: Hello, Bob. I'd like you to meet my wife, Charlotte. Charlotte, this is Bob. Bob, this is Charlotte. 你好, 鲍勃。希望你见见我妻子, 夏洛特。夏洛特, 这是鲍勃。鲍勃, 这是夏洛特。
- A: Glad to meet you. 见到你很高兴。
- C: Glad to meet you, too. 见到你我也很高兴。
- A: I'd like to introduce my wife, Lydia to you. 我愿意介绍我的妻子, 莉迪亚认识你。
- D: I'm delighted that you could come. Please come and sit in the living-room. Can I get you a cup of coffee or any other drink? 你能来, 我很高兴。请来会客室坐下。你要喝杯咖啡还是别的饮料?
- B: Thank you. I'd like a cup of tea. Charlotte, a cup of tea, too? 谢谢。我要杯茶。夏洛特, 你也要杯茶吗?
- C: Yes, please. Robert told me quite a lot about you. 好的。罗伯特告诉了我不少你们的情况。
- D: Oh dear, he didn't tell you anything too terrible, I hope. 哦, 天哪, 我希望他不会告诉你们什么糟糕的事情。
- C: No, of course not. 没有, 当然不会。
- A: Oh, dinner will be ready soon. Hope you'll enjoy it. 哦, 晚餐很快就准备好了。希望你们喜欢。
- B and C: We're both looking forward to your cooking very much. 我们都盼望能吃到你们做的菜。

Vocabulary 词汇

acquaintance [ə'kweɪntəns] <i>n.</i> 熟悉;	introduce [ɪntrə'dju:s] <i>v.</i> 介绍
熟人	manager ['mænɪdʒə] <i>n.</i> 经理
agency ['eidʒənsi] <i>n.</i> 机构 代理	noticeable ['nəʊtɪsəbl] <i>adj.</i> 易见的,
allow [ə'laʊ] <i>v.</i> 允许	明显的
association [ə'səʊsi'eɪʃən] <i>n.</i> 协会	pleasure ['pleʒə] <i>n.</i> 乐事
corporation [ˌkɔ:pə'reɪʃən] <i>n.</i> 公司	president ['prezɪdənt] <i>n.</i> 董事长; 主
delight [dɪ'laɪt] <i>v.</i> 高兴	席
export ['eksɔ:t] <i>n.</i> [ɪk'spɔ:t] <i>v.</i> 出	privilege ['prɪvɪlɪdʒ] <i>n.</i> 特权, 特别待遇
口	pronunciation [prəˈnʌnsi'eɪʃən] <i>n.</i> 发音
famous ['feɪməs] <i>adj.</i> 著名的	reputation [ˌrepju'teɪʃən] <i>n.</i> 名声
Germany ['dʒɜ:məni] <i>n.</i> 德国	Sino-American ['saɪnəʊ'merɪkən] <i>adj.</i>
hardly ['hɑ:dlɪ] <i>adv.</i> 几乎不	中美的
honor ['ɒnə] <i>v.</i> 给…以荣誉; 使增光	Vancouver [væn'ku:və] <i>n.</i> 温哥华
import ['ɪmpɔ:t] <i>n.</i> [ɪm'pɔ:t] <i>v.</i> 进口	vast [vɑ:st] <i>adj.</i> 巨大的 广大的

Notes 注释

1. Introduce ... to... 把…介绍给…, 例如: He introduced me to his parents
2. How do you like... 相当于 What do you think of...?
3. be fond of 喜欢 爱好, 例如: Joe's quite fond of her./She's fond of drawing./I'm not fond of country music.
4. slip up 犯错误, 例如: He often slips up in grammar.
5. from time to time 不时地, 例如: I still see her from time to time.
6. I haven't had the pleasure of doing something. 是 I have had the pleasure of doing sth. 的否定式, 是‘没那么荣幸’的意思, 例如: I don't think I've had the pleasure of meeting your boss.
7. same here 口语用法, 是‘我也有同样的感觉’的意思, 例如: "I'm absolute-

ly exhausted. "Same here."

Exercises

I . Pick out useful words and expressions from the following and make sentences with them.

Example: I'm fond of it.

I'm fond of American literature.

My sister is fond of swimming.

1. I still slip up in pronunciation from time to time.
2. Haven't seen you for a long time.
3. I'd like you to meet my wife, Sharlot.
4. I'm delighted that you could come.
5. Hope you'll enjoy it.

II . Complete the following conversation.

A: Excuse me, Joan. I _____ if I might _____ you for a moment. I'd _____ to introduce Helen Vendler. She's just _____ us from the Seattle office.

B: Oh, yes, of course. Come _____ in.

A: Helen Vendler, this is Joan Broussard, Director of the _____ Department.

C: I'm very _____ to meet you, Ms Broussard.

B: _____ me Joan. It's very _____ to meet you too. I've been _____ a lot about you _____. You've been _____ a wonderful job in San Francisco. _____ will you be doing here? Are you going to _____ in sales?

C: No, I've been _____ to the Economics Department.