



Unit 1

I'd Like to Introduce Jack to You.

Learning Focus

- Section A** Pronunciation (/ʃ/ and /ʒ/)
- Section B** Listening and Speaking (Introduction)
- Section C** Reading (Make an Introduction)
- Section D** Grammar (Voice)
- Section E** Writing (Name Cards)

Section A

Pronunciation



Task 1 Listen and Repeat

/ʃ/



发音小窍门

清辅音，声带不振动。
双唇收圆并微微突出，
舌头稍微上卷，
舌尖接近上齿龈，送气。



fish

What a lovely fish!



sugar

Please put some sugar in it.



chef

He is a famous chef.



ocean

The Pacific Ocean is very big.

/ʃ/



发音小窍门

浊辅音，声带振动。
双唇收圆并微微突出，
舌头稍微上卷，
舌尖接近上齿龈，送气。



explosion

We heard a huge explosion.



television

Don't watch television.



garage

Please drive your car into the garage.



treasure

The treasure is expensive.

Task 2 Read Aloud



fresh

wish

measure

pleasure

short

shelf

casual

leisure

fashion

show

vision

usual

action

musician

I wish you were a fish in my dish.

A fisher named Fisher failed to catch any fish.

It is a pleasure to take a leisure trip.

He made a decision as usual.

Notes

- (1) 常见的发/f/音的字母是s, t; 常见的字母组合有ch, sh, ci和ce;
- (2) 常见的发/z/音的字母有s和g, 当si、su出现在后缀中时, 其中字母s常发/z/音。

Section B

*Listening and Speaking**Part 1 Mini-talks***Task 1 Listen and Recite**

- A: Hello, Mr. Jack Green! I'm Mary Liu.
B: Hi, Miss Liu! Nice to meet you.
A: Nice to meet you, too, Mr. Green.
B: Oh, please call me Jack.
- A: How do you do, Prof. Brown? Glad to meet you.
B: How do you do, Prof. Wang? Glad to meet you, too.
A: Here is my business card.
B: Thanks. This is mine.
- A: May I introduce my friend Kent? He is from Class Four.
B: Oh, hello, Kent. I'm Jack, from Class Two.
C: Nice to meet you.
- A: Hello, Professor Smith. How are you these days?
B: Fine, thanks. And you?
A: I'm fine too.
- A: Excuse me, are you Mr. Li from China?
B: Yes, I'm Li Zhong.
A: How do you do, Mr. Li? I'm Michael Black from America.
B: How do you do?

Task 2 Speak and Act

Work in pairs and act out the tasks by following the above mini-talks.

- ① Greet your teacher on campus.
- ② Introduce your partner to your classmates.
- ③ Exchange business cards.

Part 2 Dialogue



Jack is introducing Li Ming to Rose.

(J=Jack, R=Rose, L=Li Ming)

J: Hey, Rose! Haven't seen you for ages. How was everything with you?

R: Not so bad. And you?

J: Same as usual. Well, I'd like to introduce my friend Li Ming to you. He is from Class Two.

R: Nice to meet you, Li Ming. I'm Rose.

L: Nice to meet you, Rose.

J: Li Ming is a newcomer from China.

R: Oh, really? I'm very interested in Chinese culture.

L: Glad to hear that. Chinese culture is very splendid.

R: Yeah. I'd like to learn more. Hope we can be good friends in future.

L: Surely we will.



Notes

- (1) Haven't seen you for ages. 好久不见。
- (2) How was everything with you? 你一切都好吗?
- (3) Same as usual. 和往常一样。

(4) I'd like to introduce my friend Ling Ming to you. 我想介绍我的朋友李明给你。

introduce sb. to sb. 介绍……给……。例如:

Please introduce yourself to your colleagues. 请向你的同事介绍你自己。

Can you introduce your manager to me? 你能介绍你的经理给我吗?

New Words

introduce /,ɪntrə'dju:s/ v. 介绍; 引进

newcomer /'nju:kʌmə(r)/ n. 新来者, 新手

culture /'kʌltʃə(r)/ n. 文化, 文明; 修养

splendid /'splendɪd/ adj. 灿烂的, 辉煌的



Phrases and Expressions

be from 来自于

be interested in 对……感兴趣

in future 从今以后, 往后



Exercises

I. Listen to the dialogue again and fill in the blanks.

J: Hey, Rose! Haven't seen you for ages. _____?

R: Not so bad. And you?

J: Same as usual. Well, _____ my friend Li Ming to you.
He is from Class Two.

R: Nice to meet you, Li Ming. I'm Rose.

L: Nice to meet you, Rose.

J: Li Ming is _____.

R: Oh, really? _____ Chinese culture.

L: Glad to hear that. Chinese culture is very splendid.

R: Yeah. I'd like to learn more. Hope we can be _____.

L: Surely we will.

II. Listen to a short passage and find out the correct choices in the brackets according to what you have heard.

Li Ming is an overseas 1 (*teacher; student; visitor*) in the United States. He is from China.

英语 3

He is studying 2 (*Maths, English, Chinese*) in the university. Rose is a second-year student in the same school. She is from America. They meet for the first time. Jack is their 3 (*friend, teacher, classmate*). He is introducing Jack to Rose. Rose is very 4 (*interested, poor, difficult*) in Chinese culture and she is very happy to make friends with Li Ming, hoping to 5 (*learn more, get more, know more*) about China. In the future Rose and Li Ming will 6 (*keep in touch, live together, go to China*) and help each other.

III. Pair work.

Suppose you and your deskmate meet one of your friends on campus. Please make a new dialogue to introduce them to know each other.

Section C

Reading

Pre-reading

Work in groups to discuss the following questions.

1. Can you tell us some ways of greeting people?
2. When you meet someone for the first time, how will you start your conversation?



While-reading

Make an Introduction

For most of the time, a proper introduction can be a good beginning for future communication.

In business introductions, people usually don't use first names, **unless the business client or customer requests to do so**. A **less important person is introduced to a more important person, whether male or female**.

Once you are introduced, you will attract others' attention. Now, you should respond

properly.

1. Stand up. **Whether you are a lady or a gentleman, you should follow this rule.** Approach and look at the other person with a smile to show respect to the other party.



2. Shake hands. It's normal to shake hands in some countries to show your trust and respect to the other party.

3. Greet the other party by repeating his or her name. You can say, "Nice to meet you, Mr. Brown." or "It's a pleasure, Mr. Brown." or "How do you do, Mr. Brown?"

4. Say goodbye when you finish your conversation. You can say, "Goodbye. I enjoyed meeting you." or "Goodbye. It was nice meeting you and talking to you." or "Goodbye. I look forward to seeing you again."

Notes

(1) **...unless the business client or customer requests to do so.** 除非客户或顾客要求这样做。

unless 意为“除非”“否则”，相当于 if... not，可以用来引导条件状语从句。

例如：

She will keep on singing unless she is told to stop. 她会一直唱下去，除非有人叫她停止。

Unless you listen carefully, you won't know the answer. 除非你认真听，否则你不知道答案。

(2) **A less important person is introduced to a more important person, whether male or female.** 一个不太重要的人往往被介绍给一个更重要的人，无论是男士还是女士。

(3) **Once you are introduced, you will attract others' attention.** 一旦你被介绍，就会引起别人的注意。

once 意为“一旦”，用于连接时间状语从句。例如：

Once you start, you will never give up. 一旦你开始了，就不要放弃。

Once you spend more time on your study, surely you will make progress. 一旦你在学习上花费更多的时间，你肯定会取得进步。

英语 3

(4) *Whether you are a lady or a gentleman, you should follow this rule.* 无论你是
一位女士还是一位男士，你都应该遵循这条规则。

whether... or...，可以引导包含选择范围的让步状语从句，意为“不管……还是……”。例如：

I show everything on my face, *whether I am angry or pleased.*

不管是生气还是高兴，我的心情都写在脸上。

They'll find out the truth, *whether or not you tell it to them.*

不管你是否告诉他们，他们都会查明真相的。

New Words

proper /'prɒpə(r)/ *adj.* 适当的

introduction /,ɪntrə'dʌkʃn/ *n.* 介绍，引进

communication /kə,mju:nɪ'keɪʃn/ *n.* 通讯，交流

client /'klaɪənt/ *n.* 客户，顾客

customer /'kʌstəmə(r)/ *n.* 顾客

request /rɪ'kwest/ *n.* 请求，需要

v. 要求，请求

male /meɪl/ *adj.* 男性的；雄性的

female /'fi:meɪl/ *adj.* 女性的，雌性的

shake /ʃeɪk/ *v.* (与某人)握手

attract /ə'trækt/ *v.* 吸引；引起

attention /ə'tenʃn/ *n.* 注意力，关心

respond /rɪ'spɒnd/ *v.* 回答；作出反应

approach /ə'prəʊtʃ/ *v.* 接近，靠近

party /'pɑ:ti/ *n.* 当事人，聚会



Phrases and Expressions

first name 名

make an introduction 做介绍

most of the time 绝大部分时间，在很多时候

attract others' attention 吸引其他人的注意力

stand up 站起来

shake hands 握手

Post-reading

I. Answer the following questions according to the text.

1. The proper introduction is very important in social occasions, do you agree? Why?

2. When you meet someone for the first time, do you usually call their first name or last name? Why?

3. How do you respond when you are introduced to others?

II. Fill in the blanks according to the first letter in each sentence.

1. We will introduce him at the p_____ time.

2. I have the greatest r_____ for your father.

3. Students are r_____ to park in front of the building.

4. Good c_____ is the key to our success.

5. The Tomb-sweeping Day is a _____.

6. I asked him his name, but he didn't r_____.

III. Fill in each blank with an appropriate phrase which is given below, changing the form when necessary.

first name

attract one's attention

most of the time

make an introduction

less important

shake hands

1. Work is _____ than family in his mind.

2. At the beginning of the meeting, they _____ of their products first.

3. In many countries, when people greet they will _____.

4. _____, the temperature stays below zero.

5. It's not polite to call others' _____ at the first meeting.

6. When the young mother was busy with housework, the baby cried loudly to _____.

IV. Translate the following into English.

1. 除非你病了，否则你必须去上学。(unless)

2. 不管你是在家还是在学校，你都必须按时起床。(whether... or...)

3. 一旦你接受了这份工作，你必须认真完成。(once)

4. 小孩子喜欢用哭来吸引父母的注意力。(attract one's attention)

5. 在他看来，读书比打电子游戏有趣得多。(more)

Section D

Grammar

Voice

语态 (voice) 是表示主语和谓语关系的一种动词形式，分为主动语态 (the active voice) 和被动语态 (the passive voice)。

表示主动关系，主语是动作的执行者，谓语的形式用主动语态。

表示被动关系，主语是动作的承受者，谓语的形式用被动语态，由“be+及物动词的过去分词”构成，动作执行者由介词 by 引导。

被动语态在各种时态中的构成表：

时态	主动语态	被动语态
一般现在时	be/do/does	am/is/are+done
一般过去时	was/were/did	was/were+done
现在进行时	am/is/are+doing	am/is/are+being+done
一般将来时	will+do	will be+done
现在完成时	have/has+done	have/has+been+done
过去完成时	had+done	had+been+done
过去进行时	was/were+doing	was/were+being+done

另外，有情态动词时的被动语态用“情态动词+be+done”的形式。例如：

Our classroom is cleaned everyday. 教室每天都被打扫。

A new shop was built last year. 去年新建了一家商店。

My bike is being repaired by Tom now. 我的自行车正在被汤姆修理。

A new hospital will be built in our city. 一座新的医院将在我们市建成。

This book has been translated into many languages. 这本书已被译成多种语言。

He said a railway station had been set up in their hometown. 他说火车站已在他们家乡被建成。

Trees were being planted here this time last year. 去年的这个时候这里正在种许多树。

Young trees must be often watered. 小树苗必须经常浇水。

Exercises

Choose the best answer for each of the following items.

- The windows of the room _____ once a week.
A. cleaned B. is cleaned C. are cleaned D. are cleaning
- A present _____ me by my friend on my birthday.
A. is giving B. was given to C. given to D. give
- That building _____ now.
A. is building B. built C. is being built D. builds
- More trees _____ next year.
A. will be planted B. will plant
C. have planted D. are planting
- The cloth _____ soft.
A. feeling B. feels C. is felt D. are felt
- The police found that a lot of things in the house _____.
A. has been stolen B. had been stolen C. steal D. stolen
- A meeting _____ when I was there.
A. will be hold B. was being held
C. was being hold D. held
- The baby _____ good care of by the babysitter.
A. should be took B. should takes
C. should taken D. should be taken

9. I have a great deal of work _____.
- A. to do B. to be done C. do D. doing
10. He _____ a letter to his mom every week.
- A. write B. writes C. is written D. is writing

Section E

Writing

Name Cards

名片 (name cards) 在英语中据其功能, 可以称为 name card, calling card, visiting card 或 business card。一般在名片的上方、左方或右方印有公司或单位的名称或标志。姓以较大的字体置于名片的中央或较醒目的位置。职称或头衔以稍小的字体于名的右方或下方。然后在名片的下方印上地址、电话、传真、e-mail 等。

Sample 1

Haibin Biology Ltd.

Wang Aiguo PhD

Sales Dept. Manager

Address: No.1 Fenghuang Road, Binhai City

Post code: 271100

Tel: 0634-62626XX

Fax: 0634-62626XX

E-mail: laiwu@126.com

Exercises

I. Please make a short introduction of Zhang Gang, PhD to your classmates according to his business card.

Foreign Affairs Section, Binhai Municipal Government

Zhang Gang PhD

Deputy Chief/English Interpreter

Address: No 10, Beijing Street, Binhai City

P.C.: 116000

Fax: 0411-2655XXXX

Tel.: 0411-2655XXXX

E-mail: zg001@163.com

II. Write an English business card according to the information given in Chinese.

姓名：李洪刚

职务：教授，副主任

单位：北海职业学院经济管理系

地址：北海市阳光大道 66 号

电话 / 传真：0868-78787X

手机：139111666XX

邮编：110236

电子邮箱：Beihais@126.com

Life and Culture

The Origin of Business Cards

名片的由来

名片的历史可以追溯到明代（Ming Dynasty），统治者沿袭了唐宋的科举制度（Imperial Examination System），读书便成了一般人改善生活的唯一出路，识字的人随之大量增加。人们交往的机会增加了，学生见老师，小官见大官

都要先递上介绍自己的“名帖”，即唐宋时的“门状”。明代的“名帖”为长方形，一般长七寸、宽三寸，递帖人的名字要写满整个帖面。如递帖给长者或上司，“名帖”上所书名字要大，表示谦恭，“名帖”上名字小会被视为狂傲。

清朝（Qing Dynasty）才正式有“名片”这一称呼。清朝是中国封建社会的终结，由于西方的不断入侵，与外界交往增加了，和国外的通商也加快了名片的普及。清朝的名片开始向小型化发展，特别是在官场，官小使用较大的名片以示谦恭，官大使用较小的名片以示地位。



Music Time



Hello, Hello

Hello, Hello, what's your name?

Hello, Hello, what's your name?

My name is Noodle.

My name is Blossom.

Nice to meet you.

Hello, Hello, what's your name?

Hello, Hello, what's your name?

My name is Cheesy.

My name is Broccoli.

Nice to meet you.

Hello, Hello, what's your name?

Hello, Hello, what's your name?

My name is Jelly.

My name is Kernel.

Nice to meet you.

Let's be friends.

