

1. I see. 我明白了。
2. I quit! 我不干了!
3. Let go! 放手!
4. Me too. 我也是。
5. My god! 天哪!
6. No way! 不行!
7. Come on. 来吧(赶快)
8. Hold on. 等一等。
9. I agree. 我同意。
10. Not bad. 还不错。
11. Not yet. 还没。
12. See you. 再见。
13. Shut up! 闭嘴!
14. So long. 再见。
15. Why not? 好呀! (为什么不呢?)
16. Allow me. 让我来。
17. Be quiet! 安静点!
18. Cheer up! 振作起来!
19. Good job! 做得好!
20. Have fun! 玩得开心!
21. How much? 多少钱?
22. I'm full. 我饱了。
23. I'm home. 我回来了。
24. I'm lost. 我迷路了。
25. My treat. 我请客。
26. So do I. 我也一样。
27. This way. 这边请。
28. After you. 您先。
29. Bless you! 祝福你!
30. Follow me. 跟我来。
31. Forget it! 休想! (算了!)
32. Good luck! 祝好运!
33. I decline! 我拒绝!
34. I promise. 我保证。
35. Of course! 当然了!
36. Slow down! 慢点!
37. Take care! 保重!
38. They hurt. (伤口)疼。
39. Try again. 再试试。
40. Watch out! 当心。
41. What's up? 有什么事吗?
42. Be careful! 注意!
43. Bottoms up! 干杯(见底)!
44. Don't move! 不许动!

45. Guess what? 猜猜看?
46. I doubt it 我怀疑。
47. I think so. 我也这么想。
48. I'm single. 我是单身贵族。
49. Keep it up! 坚持下去!
50. Let me see. 让我想想。
51. Never mind. 不要紧。
52. No problem! 没问题!
53. That's all! 就这样!
54. Time is up. 时间快到了。
55. What's new? 有什么新鲜事吗?
56. Count me on 算上我。
57. Don't worry. 别担心。
58. Feel better? 好点了吗?
59. I love you! 我爱你!
60. I'm his fan. 我是他的影迷。
61. Is it yours? 这是你的吗?
62. That's neat. 这很好。
63. Are you sure? 你肯定吗?
64. Do I have to 非做不可吗?
65. He is my age. 他和我同岁。
66. Here you are. 给你。
67. No one knows. 没有人知道。
68. Take it easy. 别紧张。
69. What a pity! 太遗憾了!
70. Any thing else? 还要别的吗?
71. To be careful! 一定要小心!
72. Do me a favor? 帮个忙, 好吗?
73. Help yourself. 别客气。
74. I'm on a diet. 我在节食。
75. Keep in Touch. 保持联络。
76. Time is money. 时间就是金钱。
77. Who's calling? 是哪一位?
78. You did right. 你做得对。
79. You set me up! 你出卖我!
80. Can I help you? 我能帮你吗?
81. Enjoy yourself! 祝你玩得开心!
82. Excuse me, Sir. 先生, 对不起。
83. Give me a hand! 帮帮我!
84. How's it going? 怎么样?
85. I have no idea. 我没有头绪。
86. I just made it! 我做到了!
87. I'll see to it 我会留意的。
88. I'm in a hurry! 我在赶时间!

89. It's her field. 这是她的本行。
90. It's up to you. 由你决定。
91. Just wonderful! 简直太棒了!
92. What about you? 你呢?
93. You owe me one. 你欠我一个人情。
94. You're welcome. 不客气。
95. Any day will do. 哪一天都行
96. Are you kidding? 你在开玩笑吧!
97. Congratulations! 祝贺你!
98. I can't help it. 我情不自禁。
99. I don't mean it. 我不是故意的。
100. I'll fix you up. 我会帮你打点的
101. It sounds great!. 听起来很不错。
102. It's a fine day. 今天是个好天。
103. So far, So good. 目前还不错。
104. What time is it? 几点了?
105. You can make it! 你能做到!
106. Control yourself! 克制一下!
107. He came by train. 他乘火车来。
108. He is ill in bed. 他卧病在床。
109. He lacks courage. 他缺乏勇气。
110. How's everything? 一切还好吧?
111. I have no choice. 我别无选择。
112. I like ice-cream. 我喜欢吃冰淇淋。
113. I love this game. 我钟爱这项运动。
114. I'll try my best. 我尽力而为。
115. I'm on your side. 我全力支持你。
116. Long time no see! 好久不见!
117. No pain, no gain. 不劳无获。
118. Well, it depends 噢, 这得看情况。
119. We're all for it. 我们全都同意。
120. What a good deal! 真便宜!
121. What should I do? 我该怎么办?
122. You asked for it! 你自讨苦吃!
123. You have my word. 我保证。
124. Believe it or not! 信不信由你!
125. Don't count on me. 别指望我。
126. Don't fall for it! 别上当!
127. Don't let me down. 别让我失望。
128. Easy come easy go. 来得容易, 去得快。
129. I beg your pardon. 请你原谅。
130. I beg your pardon? 请您再说一遍(我没有听清)。
131. I'll be back soon. 我马上回来。
132. I'll check it out. 我去查查看。

133. It's a long story. 说来话长。
134. It's Sunday today. 今天是星期天。
135. Just wait and see! 等着瞧!
136. Make up your mind. 做个决定吧。
137. That's all I need. 我就要这些。
138. The view is great. 景色多么漂亮!
139. The wall has ears. 隔墙有耳。
140. There comes a bus. 汽车来了。
141. What day is today? 今天星期几?
142. What do you think? 你怎么认为?
143. Who told you that? 谁告诉你的?
144. Who's kicking off? 现在是谁在开球?
145. Yes, I suppose So. 是的, 我也这么认为。
146. You can't miss it 你一定能找到的。
147. Any messages for me? 有我的留言吗?
148. Don't be so modest. 别谦虚了。
149. Don't give me that! 少来这套!
150. He is a smart boy. 他是个小机灵鬼。
151. He is just a child. 他只是个孩子。
152. I can't follow you. 我不懂你说的。
153. I felt sort of ill. 我感觉有点不适。
154. I have a good idea! 我有一个好主意。
155. It is growing cool. 天气渐渐凉爽起来。
156. It seems all right. 看来这没问题。
157. It's going too far. 太离谱了。
158. May I use your pen? 我可以用你的笔吗?
159. She had a bad cold. 她患了重感冒。
160. That's a good idea. 这个主意真不错。
161. The answer is zero. 白忙了。
162. What does she like? 她喜欢什么?
163. As soon as possible! 越快越好!
164. He can hardly speak. 他几乎说不出话来。
165. He always talks big. 他总是吹牛。
166. He won an election. 他在选举中获胜。
167. I am a football fan. 我是个足球迷。
168. If only I could fly. 要是我能飞就好了。
169. I'll be right there. 我马上就到。
170. I'll see you at six. 我六点钟见你。
171. IS it true or false? 这是对的还是错的?
172. Just read it for me. 就读给我听好了。
173. Knowledge is power. 知识就是力量。
174. Move out of my way! 让开!
175. Time is running out. 没时间了。
176. We are good friends. 我们是好朋友。

- 177. What's your trouble? 你哪儿不舒服?
- 178. You did fairly well! 你干得相当不错 1
- 179. Clothes make the man. 人要衣装。
- 180. Did you miss the bus? 你错过公共汽车了?
- 181. Don't lose your head. 不要惊慌失措。
- 182. He can't take a joke. 他开不得玩笑。
- 183. He owes my uncle \$100. 他欠我叔叔 100 美元。
- 184. How are things going? 事情进展得怎样?
- 185. How are you recently? 最近怎么样?
- 186. I know all about it. 我知道有关它的一切。
- 187. It really takes time. 这样太耽误时间了。
- 188. It's against the law. 这是违法的。
- 189. Love me, love my dog. (谚语)爱屋及乌。
- 190. My mouth is watering. 我要流口水了。
- 191. Speak louder, please. 说话请大声点儿。
- 192. This boy has no job. 这个男孩没有工作。
- 193. This house is my own. 这所房子是我自己的。
- 194. What happened to you? 你怎么了?
- 195. You are just in time. 你来得正是时候。
- 196. You need to workout. 你需要去运动锻炼一下。
- 197. Your hand feels cold. 你的手摸起来很冷。。
- 198. Don't be so childish. 别这么孩子气。
- 199. Don't trust to chance! 不要碰运气。
- 200. Fasten your seat belt. 系好你的安全带。
- 201. He has a large income. 他有很高的收入。

美国人日常生活中常用的五星级句子*****

熟练地运用英语的一个重要方面就是学习并掌握英语动、活泼的习语,也就是实用语言.对英语口语的提高很有帮助. 这里给大家列举了一些.

1. after you.你先请。这是一句很常用的客套话，在进 / 出门,上车得场合你都可以表现一下。(好象现在女士不愿意你这么做，特别是那些女权主义者，我还记得这么一段话：一个女士对一个让她先行的男士说：You do this because I am a woman? 那个男士回答说：I do this not because you are a woman but because I am a man! I love this guy!

2. I just couldn't help it.我就是忍不住。想想看，这样一个漂亮的句子可用于多少个场合？下面是随意举的一个例子：

I was deeply moved by the film and I cried and cried. I just couldn't help it. 太棒的句子了，我爱死它了。：)

3. Don't take it to heart. 别往心里去，别为此而忧虑伤神。生活实例：
This test isn't that important. Don't take it to heart. 安慰人的超级句子。

4. we'd better be off.我们该走了。It's getting late. We'd better be off.

5. Let's face it. 面对现实吧。常表明说话人不愿意逃避困难的现状。

参考例句：I know it's a difficult situation. Let's face it, ok?

很棒啊，年轻人犯错误，上帝都会原谅，remember?但是犯了错误，你必须面对他，let's face it,或者是：Let's face the music.

6. let's get started.咱们开始干吧。劝导别人时说：Don't just talk. Let's get started.

Let's get started.

Let's start.

let's do it right now.

Let's hit sth.

Let's rock roll.

Let's put our hands on sth.

7. I'm really dead.我真要累死了。坦诚自己的感受时说：after all that work, I'm really dead.

8. I've done my best.我已尽力了。

这句话，很有用，失败有时难免，但是你要是可以说，I've done my best. or I spare no efforts.就不必遗憾，毕竟，man supposes, god disposes.

9. Is that so? 真是那样吗？常用在一个人听了一件事后表示惊讶、怀疑。

10. Don't play games with me! 别跟我要花招！

11. I don't know for sure.我不确切知道。

stranger: Could you tell me how to get to the town hall?

Tom: I don't know for sure. maybe you could ask the policeman over there.

12. I'm not going to kid you.我不是跟你开玩笑的。

Karin: You quit the job? You are kidding.

Jack: I'm not going to kid you. I'm serious.

13. That's something. 太好了，太棒了。

A: I'm granted a full scholarship for this semester.

B: congratulations. That's something.

14. Brilliant idea! 这主意真棒! 这主意真高明!

15. Do you really mean it? 此话当真?

Michael: Whenever you are short of money, just come to me.

David: do you really mean it?

16. you are a great help.你帮了大忙

17. I couldn't be more sure. 我再也肯定不过。

18. I am behind you.我支持你。

a: whatever decision you're going to make, i am behind you.

19. I'm broke.我身无分文。

I am penniless.

20. Mind you! 请注意! 听着! (也可仅用 mind。)

模范例句: mind you! He's a very nice fellow though bad-tempered.

21. you can count on it.你尽管相信好了, 尽管放心。

a: Do you think he will come to my birthday party?

b: you can count on it.

22. i never liked it anyway.我一直不太喜欢这东西。当朋友或同事不小心摔坏你的东西时就可以用上这句话给他一个台阶, 打破尴尬局面: Oh, don't worry. I'm thinking of buying a new one. i never liked it anyway.

23. that depends.看情况再说。 (on sth)

例: I may go to the airport to meet her. But that depends.

24. congratulations.恭喜你, 祝贺你。

25. thanks anyway.无论如何我还是得谢谢你。当别人尽力要帮助你却没帮成时, 你就可以用这个短语表示谢意。

谈判中最常用 30 个句子

谈判中最常用 30 个句子

在广交会上，中国人想如何造句，用何时态，而外国人在挖空心思压低价格。正是这不公平的现象促使李阳老师毅然辞去广东电视台记者和播音员的工作，投身到提高全民族英语水平宏伟事业中去！用英语进行谈判要求绝对的语言和场面控制能力、敏锐的思维、对西方文化和经济的深刻认识和强烈的民族认识和强烈的民族自豪感和自信心。中国需要谈判高手，平等的发展机会要靠中国人自己去创造！下面我们为大家精选出各类谈判中使用最频繁，最有效的句子，我们把它叫做“谈判口语要素”，大量地脱口而出这些口语要素，必将使你在瞬息万变的谈判桌上游刃有余。

1、Would anyone like something to drink before we begin?

在我们正式开始前，大家喝点什么吧？

2、We are ready.

我们准备好了。

3、I know I can count on you.

我知道我可以相信你。

4、Trust me.

请相信我。

5、We are here to solve problems.

我们是来解决问题的。

6、We'll come out from this meeting as winners.

这次会谈的结果将是一个双赢。

7、I hope this meeting is productive.

我希望这是一次富有成效的会谈。

8、I need more information.

我需要更多的信息。

9、Not in the long run.

从长远来说并不是这样。这句话很实用，也可显示你的“高瞻远瞩”。

10、Let me explain to you why.

让我给你一个解释一下原因。很好的转折，又可磨炼自己的耐心。

11、That's the basic problem.

这是最基本的问题。

12、Let's compromise.

让我们还是各退一步吧。嘴里这么说，心里可千万别放松。追求利润最大化是一种专业精神。

13、It depends on what you want.

那要视贵方的需要而定。没那么正规的场合下说：那要看你到底想要什么。

14、The longer we wait ,the less likely we will come up with anything.

时间拖得越久，我们成功的机会就越少。

15、Are you negotiable?

你还有商量的余地吗？

16、I'm sure there is some room for negotiation.

我肯定还有商量的余地。

17、We have another plan.

我们还有一个计划。准备多么充分！胜利一定会属于这样的人！

18、Let's negotiate the price.

让我们来讨论一下价格吧。

19、We could add it to the agenda.

我们可以把它也列入议程。

20、Thanks for reminding us.

谢谢你的提醒。

21、Our position on the issue is very simple.

我们的意见很简单。

22、We can not be sure what you want unless you tell us.

希望你能告诉我们，要不然我们无法确定你想要的是什么。

23、We have done a lot.

我们已经取得了不少的进展。

24、We can work out the details next time.

我们可以下次再来解决细节问题。

25、I suggest that we take a break.

建议休息一下。

26、Let's dismiss and return in an hour.

咱们休会，一个钟头后再回来。

27、We need a break.

我们需要暂停一下。

28、May I suggest that we continue tomorrow.

我建议明天再继续，好吗？少提这种建议，中国人一定要学会如何在谈判桌“熬得住”，很多时候不是“技术战”而是“神经战”

29、We can postpone our meeting until tomorrow.

我们可以把会议延迟到明天。

30、That will eat up a lot of time.

那会耗费很多时间。

30个“谈判口语要素”脱口而出，你已有了一个很好的开头，希望你一直奔驰在这条高速公路上，“疯狂英语快速突破法”，将帮助你取得全面突破！疯狂人生感悟：

最痛苦、最寂寞、最灰心的时候就是聚集最大能量和精神财富的时候！这是你的幸运！

这是你的福气！不要叹息，不要抱怨，去享受痛苦和打击吧！去锻造和完善自我吧！强大自己，强大自己，强大祖国！这是我们每个人应该追求的目标！你最大的弱点法潜伏着你最大的能量！一旦突破，它将成为撼动世界的优点

简单实用外企 **office** 常用英语

简单实用外企 **office** 常用英语

1. In the middle of something?

正在忙吗？

我知道有许多许多的人，对于某一种概念学会了一种说法之后，从此就只会用这种说法。例如‘你在忙吗？’这个句子，很多人在国中起就知道要说，"Are you busy?" 讲到了来美国留学三年，他还是只会说 "Are you busy?"。其实有时候我们的眼界要放广一点，对于同一个概念要有不同的变化。就像是 "Are you busy?" 这句话，其实老美也很常用 "In the middle of something?"，(但这句话比较接近于 "Are you busy right now?" 是问人家‘现在’是不是正在忙？"Are you busy?" 的含意比较广，也可指‘最近’忙不忙？) 大家不要小看这么小小的变化，如果你除了 "Are you busy?" 之外，有时还懂得刻意去用 "In the middle of something?" 我相信你的英文说出来就会跟别人不一样。举个例子吧，办公室里想找人八卦，又怕人家正在忙，这时你就可以问他，"In the middle of something?" (正在忙吗？)

记得在不久之前看过的一部黑人电影 Down to Earth 中也有 in the middle of something 这个用法，只不过男主角是用这句话来提出一个论点，"The first kiss is always in the middle of something." 也就是说，初吻总是发生在讲话讲到一半时，或是当你们正在作其它的事情时，通常是果不其然的。他同时也觉得，"The first kiss is the only real kiss in

your relationship." (只有初吻才是真正的吻), "The others are just protocols" (其它的都只是一种敷衍、虚应故事而已.)

2. What are you up to?

你正在作什么?

跟上面的例子一样, '你正在作什么啊?'这句话通常我们就只会说, "What are you doing?" 这样子不会很无聊吗? 其实有时我们可以换句话说。例如: "What are you up to?" 同样也是问人家你正在作什么。承上例, 假设你在办公室里, 你想找人八卦, 所以问同事, "In the middle of something?" 他回答, "Kind of." (算是吧。) 这时你就可以打破砂锅问到底, "What are you up to?" (那你最近在忙什么啊?) 另外有时候老美见面时也会问 "What are you up to?" 意思就是问你最近在作什么啊? 跟另一句问候语 "What's up?" 意思上很接近。但是你要听对方的语气喔! 有时候 "What are you up to?" 指的虽然还是 "What are you doing?" 但它却是'你在搞什么鬼啊?'的意思喔! 例如当你看到别人在乱翻你的东西, 你就可以责问他, "Hey, what are you up to?" 也就是骂他'你在搞什么鬼啊?'. 或是像电影 *Blow* 里毒贩的老爸骂他的儿子, "I know what you are up to." (我知道你在干些什么勾当。) 以上这些例子里, "What are you up to?" 完全可以用 "What are you doing?" 来取代, 只不过因为我们在说话时要力求变化, 所以要多学几种不同的讲法。

其实 "What are you up to?" 还有许多其它的意思, 在此不一一列举, 不过还有一个比较常用的解释是, '进展的如何了?'例如朋友告诉你他正在写一部武侠小说, (就像我的 labmate 一样), 你就可以问他, "What are you up to?" (进展的如何了), 而他的回答可能是, "I am writing Chapter 3 now." 我现在正在写第三章呢。

3. Can you just give me a ballpark figure?

能不能给我一个大概的数字。

Ballpark 指的是专供球类比赛的公园, 特别是指大型的棒球场。例如亚特兰大勇士队 (Atlanta Braves) 的主场, Turner Field 就是一个 ballpark. 那什么是 ballpark figure 呢? 通常在棒球比赛时不是都会报今天的观众人数, 例如是 49,132 人吗? 这个数字 49,132 就是 ballpark figure, 但这只是一个大约的估计数字而已, 所以 ballpark figure 的意思就是指大约的估计数字。所以在公司里如果老板问会计, 上个月水电费总共多少钱? 之后再加上一句, "Just give me a ballpark figure." 意思就是我只要一个大略的数字就行了。甚至有些老美懒到就只说 ballpark, 所以老板也有可能说, "I'll need a ballpark of the revenue last year." (我需要去年的营收的大约数字。) 你就要自己知道这个 ballpark 是 ballpark figure 的意思。

其实很多像 ballpark 这种有点俚语的讲法, 你去问美国人, 我保证他们百分之九十九点九都知道 ballpark 的意思。但是有很多外国人, 不管他们的英语再流利, 不管在美国住多久, 却还是常常会有听不懂的状况。像小笨霖的指导教授是欧洲人, 但在美国也待超过十年了, 英语的流利自然是不在话下。可是呢? 有一次我跟她说 "I can only give you a ballpark." 她却问我 ballpark 是什么意思。我讲这个小故事给各位听的原因, 就是告诉你们拿这种俚语去跟美国人交谈, 通常是没问题的, 但是如果去跟英语同样也很流利的老印, ABC, 或是在美国住了很久的外国人, 则不保证他们能听得懂。

4. Bottom line: We have to turn into profit by 2002.

最重要的是：我们必须在 2002 年前转亏为盈。

大家看过财务报表没？上面是一大堆密密麻麻的数字，告诉你公司的资产有多少，折旧多少，应收帐款多少。但是这些都不是最重要的，最重要的在最下面那一行 (bottom line)，叫净赚 (Net earnings) 告诉你这家公司总共加起来到底是赚钱还是赔钱，(这其实才是最重要的，不是吗？) 所以 bottom line 这个字后来就变成了有‘最重要的是...’的意思。例如商场上有句名言, "In business, If you don't take care of your customers, somebody else will. And that is the bottom line." (如果你不关心你的顾客的话，其它的人会，这是最重要的原则。) 另外 bottom line 也有‘最后的底限’，‘不能再退让的原则’的意思。例如老板可以告诫员工, "Bottom line: We have to ship this order by Friday." (我最后的底限是，我们必须在星期五前运交这批货。)

5. The new CFO was sent to bring the company out of the red.

这位新的财务长被派来把公司从赤字中拯救出来。

中国人喜欢红色，所以股市大涨时盘面上都是红通通的一片。不过欧美国家对红色的认知则大不相同，红色就表示亏损，赤字。像之前提到的 bottom line 如果是用红笔写的，那就是表示公司整体上来说是在赔钱的。相反的如果是用黑笔写的，则表示是赚钱的。所以我们常可以听到 in the red 或是 in the black 这样的讲法，其实就是指公司赚不赚钱。当然啦，我们也可以用最简单的讲法，lose money 和 make money 或是形容词 unprofitable 和 profitable 来表示赔钱或赚钱。例如这家公司是赚钱的，你可以说, "This company is in the black.", "The company is making money." 或是 "The company is profitable." 都可以。

讲到这个 profitable 让我不得不提醒大家 non-profit 这个字，因为常常有人会搞错。Non-profit 这个字指的并不是说不赚钱的，而是说‘非营利性质的’，例如像消费者文教基金会我们就可以说它是一个 non-profit organization，非营利机构，这种组织就不是以赚钱为目的。但 non-profitable 的话则是指不赚钱的就等于 unprofitable 或是 non-profit-making。

6. Shelly just called in sick.

Shelly 刚打电话来请病假。

Call in sick 是一个在办公室内常会用到的片语，指的是有人打电话来说他生病了不能来上班。有兴趣听老美讲这句话的人不妨去看 "What Women Want?" (男人百分百) 这部电影，我记得他们就有用 "call in sick" 这个片语。当然啦，这种事想也知道一定有相当的比例是偷懒而不想来上班而已，不然就是员工找借口集体罢工，例如 "Some workers called in sick to have a strike." (有些工人藉由集体打电话请病假来罢工。)

那如果是正常的请病假 (sick leave/ medical leave) 要怎么讲？你可以说, "I need a sick leave for two days." (我需要请两天病假。) 或是如果是因为老婆要分娩了，想要请事假

(personal leave), 你可以说, "I'm asking for a three-day paid/unpaid personal leave for my wife's labor." (因为我老婆要生了, 我想要请三天假。) 至于这个假是扣不扣钱? (paid/unpaid) 就看公司的政策而定了。

7. I just heard that seven people are going to be laid off next month.

我刚听到公司下个月要裁七位员工。

最近失业率不断上升, 我也就顺便来谈谈裁员的话题。公司要裁员的讲法有许多种, 其中最常见的外是 **layoff** 这个字 (如果分开来写: **lay off** 是动词, 但合起来写 **layoff** 则是名词)。例如, "Cisco issues a profit warning, plans layoffs." (思科发布盈余警讯, 计划裁员。) 当然还可以用比较口语的讲法说, **cut jobs** 或是 **slash jobs**, 例如上一句我们也可以说, "Cisco plans to cut/slash jobs." (思科计划裁员。) 据路边马路消息说, 由于 **layoff** 最近在英语中的出现频率排名大幅成长, **layoff** 这个字将会被收录在最新的英文常用 3000 字汇当中。^__^

要是真的不幸在美国被裁员了怎么办? 先记住两句话再说, 第一句是, "Whose decision was this?" (这是谁的决定。) 俗语说冤有头债有主, 先问清楚了是谁动你的, 将来要把汽车轮胎放气才知道要放哪一台。另一句话就是, "I am between jobs." 这句话在找新工作时很好用。人家问你现在在作什么, 你不要呆呆地说, "I just got laid off." 多难听啊! 你应该说, "I am between jobs." 我正好在两个工作间的空档。听起来比较委婉 这可是之前刚被裁了员的好友 Joseph 教我的, 他就因为很会讲这句 "I am between jobs." 目前已经德州休士顿找到新工作了。😊

8. He suggested we should go to eat after my graveyard shift.

他建议说我们可以在我的大夜班之后一起去吃东西。

轮班这个字在英文里叫 **shift**, 例如三班制就叫 **three shifts**。例如, "We have to work in three shifts to keep the company running." (我们必须轮三班制来保持工厂的运转。) 我想大家都知道三班制就是日夜, 小夜班和大夜班。在英文里日班就是 **day shift** 或是 **regular shift**, 小夜班是 **night shift**。那大夜班呢? 有一个很有趣的讲法, 叫 **graveyard shift**。所以如果你要说明自己上的是大夜班, 就可以这样说, "I work on the graveyard shift."

至于为什么叫 **graveyard shift** 呢? 其中有一个广为流传的故事是这么说的, 在十九世纪时, 人们有时候会不小心把还活着的人当成死人埋掉。为了避免这种悲剧发生, 所以他们在每个棺材里都装上电铃, 以便让这些意外醒来的'尸体'能够按铃求救。也因此必须另外安排一位仁兄晚上时在墓地 (**graveyard**) 里巡查, 以便有人按铃时能即时通知家属。所以大夜班后来就以此得名, 成为了 **graveyard shift**。至于你相不相信这种传说呢? 就看你自己了!

9. I am only a regular 9-to-5er.

我只是一个平凡的朝九晚五上班族。

我相信中文的'朝九晚五'这个字应该就是从英文 **9-to-5** 这个字直接翻过来的吧?

由于上班族的工作时间多半都是很固定从早上九点到晚上五点，所以才有 9-to-5 这个用法，指的就是很一般上下班的工作。记得有一次跟一个在社会上已经工作多年又回来念研究所的老美聊到他回学校念书的动机，他就告诉我, "I don't want to work 9 to 5 for the rest of my life." (我不想一辈子都作朝九晚五的工作。) 另外像这种上班族也可以自称是一个 9-to-5er, 也就是指作这种朝九晚五工作的上班族。但是像小笨霖我呢？我就该自称是 10-to-3er 了。(我当然没那么认真凌晨三点回家，而是下午三点就回家睡午觉了!)

10. I refuse to work overtime during the weekend.

我拒绝在周末时加班。

英文里加班叫 work overtime. 例如别人喊你今晚出去吃饭，你说, "Sorry, I have to work overtime." 就是告诉他，很抱歉，我今晚要加班。不过有趣的是，除了‘加班’可以叫 overtime, 加班费也可以叫 overtime. 例如你可以大声地告诉老板, "You have to pay me overtime!" (你必须付我加班费。) 不过现在时机歹歹，我看还是小声讲就好了。

除了这个 pay overtime 之外，老美也常用到另外两个字，一个叫 double time, 另一个叫 time and one-half. Double time 指的是双倍的工资，而 time and one-half 或是 time and a half 则是指一倍半的工资。例如老板叫你作一些额外的工作，你可以说, "If you pay me double time, I'll do it." (如果你付我双倍的工资，我就去做。) 再造一句, "I like to work on holidays because I am on time and a half." (我喜欢在假日时工作，因为这时的工资算一倍半。)

用英语周旋客户必会的句子

1. I will send you some brochures, if you are interested.

如果您有兴趣的话，我可以寄给您一些介绍产品的小册子。

2. Can you suggest an alternative ?

能否告知您其他方便时间？

3. As an alternative, I wish to propose May 3rd.

另一个方便时间是 5 月 3 日。

4. If you are interested, we may consider selecting you as our partner.

如果贵公司感兴趣，我们可以考虑选择你们作为我们的合作伙伴。

5. I see. But aren't these prices for your domestic customers ?

我明白了。但是这些价格是提供给国内顾客的吗？

6. Yes, we take note of your comment. Prices depend also on volume. How much quantity do you forecast to sell in the first year ?

好的，我们会注意这一点。价格也会因数量而有所不同，贵公司预计在第一年销售多少

数量呢？

7.Then, let us develop together a marketing plan with yearly forecasts of volume with pricing.

那么，让我们依年度数量预测来共同拟订一个市场销售计划。

来源：搜狐

701. You have wonderful taste in clothes. 你对服饰很在行.

702. What' s your favorite pastime? 你最喜欢的娱乐方式是什么?

703. What did you like best about the movie?

你最欣赏这部电影的哪个方面?

704. I didn't like the taste of the medicine,but I took it anyway.

我不喜欢药的味道,但是无论如何我都会吃掉它.

705. Why do you dislike the medicine so much? 为什么你这么不喜欢药?

706. If you want my advice, I don't think you should go.

如果你想征求我的意见,我希望你不要去.

707. I suggest that you tear up the letter and start over again.

我建议你信撕掉,再重新写一遍.

708. It's only a suggestion, and you can do what you please.

这仅仅是一个建议,这些事情你必须自己考虑.

709. Let me give you a little fatherly advice. 让我给你个建议.

710. If you don't like it, I wish you would say so.

如果你不喜欢,我希望你能说出你的意见.

711. Please don't take offense. I only wanted to tell you what I think.

请别发火.我只是告诉你我的想法.

712. In my opinion,the house isn't worth the price they're asking.

依我看,这间房子根本不值他们要的价钱.

713. My feeling is that you ought to stay home tonight.

我觉得你今晚应该呆在家里.

714. It's none of my business, but I think you ought to work harder.

这件事情和我毫无关系,但是我觉得你应更努力地工作.

715. In general,my reaction is favorable.

总体来说,我的反映还是很受欢迎的.

716. If you don't take my advice, you'll be sorry.

如果你不采纳我的建议,你将会后悔.

717. I've always tried not to interfere in your affairs.

我总是尽力地不干涉你的工作.

718. I'm old enough to make up my own mind.

我已经大了,可以自己做决定了.

719. Thanks for the advice, but this is something I have to figure out myself.

谢谢你的建议,但是这是件我必须自己去解决的事情.

720. He won't pay attention to anybody. You're just wasting your breath.

他谁的建议都不会听.你们仅仅是在白费口舌.

721. Would you please hold the door open for me?

你能帮我把门打开吗?

722. You're very kind to take the trouble to help me.

你真热心,不闲麻烦的来帮助我.

723. I wish I could repay you somehow for your kindness.

我希望,对你的好意我能有所回报.

724. I'm afraid it was a bother for you to do this.

做这件事恐怕会给你带来很多麻烦.

725. It wasn't any bother. I was glad to do it.

一点儿都不麻烦.我很乐意做.

726. There's just one last favor I need to ask of you.

还有最后一件事需要你的帮助.

727. I'd be happy to help you in any way I can.

很高兴我能尽我所能地帮助你.

728. Would you mind giving me a push? My car has stalled.

你能帮我推推车吗?我的车抛锚了.

729. Would you be so kind as to open this window for me? It's stuffy.

你能帮我将窗户打开吗?这里快令人窒息了.

730. If there's anything else I can do, please let me know.
如果还有我能做的事情,请告诉我.
731. This is the last time I'll ever ask you to do anything for me.
这是最后一次我麻烦你为我做事情了.
732. I certainly didn't intend to cause you so much inconvenience.
我真得不想给你带来这么多不便.
733. He'll always be indebted to you for what you've done.
对你所做的事情,他总是感激不尽.
734. Could you lend me ten dollars? I left my wallet at home.
能借我十美元吗?我把钱包忘在家里了.
735. I'd appreciate it if you would turn out the lights. I'm sleepy.
如果你能将灯关掉的话,我将不胜感激.我很困.
736. I didn't realize the time had passed so quickly.
我没有意识到时间过的这样快.
737. I've got a lot of things to do before I can leave.
在我走之前,我有很多事情要做.
738. For one thing, I've got to drop by the bank to get some money.
我不得不去银行提些钱.
739. It'll take almost all my savings to buy the ticket.
买这张票,几乎花费了我所有积蓄.
740. Oh, I just remembered something! I have to apply for a passport.
我记起一件事.我不得不去申请个护照.
741. I almost forgot to have the phone disconnected.
我差点忘记去切断电话了.
742. It's a good thing you reminded me to take my heavy coat.
你提醒我带件厚衣服是个很好的建议.
743. I never would have thought of it if you hadn't mentioned it.
如果你不提到它的话,我几乎想不起来了.
744. I'll see you off at the airport. 我会去机场送你.

745. They're calling your flight now. You barely have time to make it.
他们现在在广播你的班机起飞时间.你勉强来得及.

746. You'd better run or you're going to be left behind.
你最好跑着过去,否则就会被拉下.

747. Don't forget to cable to let us know you arrived safely.
你安全到达后,别忘记告诉我们.

748. I'm sure I've forgotten something, but it's too late now.
我确定我忘记了什么东西,但是现在太晚了.

749. Do you have anything to declare for customs?
你有什么需要报关的吗?

750. You don't have to pay any duty on personal belongings.
你的私人物品不用交税.

751. What's your nationality? Are you American?
你是哪国人? 是美国人吗?

752. What part of the world do you come from?
你来自世界的何处?

753. I'm an American by birth.
我一出生就是美国人。

754. I was born in Spain, but I'm a citizen of France.
我出生在西班牙, 但我是法国公民。

755. Do you know what the population of Japan is?
你知道日本有多少人口吗?

756. What's the area of the Congo in square miles?
刚果的面积是多少平方英里?

757. Who is the governor of this state?
谁是该州的州长?

758. According to the latest census, our population has increased.
根据最近的人口调查, 我们的人口增加了。

759. Politically, the country is divided into fifty states.
该国从政治上划为 50 个州。

760. The industrial area is centered largely in the north.
工业区大部份集中在北方。
761. The country is rich in natural resources. It has mineral deposits.
该国的自然资源丰富，它有矿藏。
762. This nation is noted for its economic stability.
该国以经济稳定而出名。
763. How old do you have to be to vote in the national elections?
你多大才有全国选举权。
764. Today we celebrate our day of independence.It's a national holiday.
今天，我们庆祝我们的独立节，它也是国庆节。
765. My home is in the capital. It's a cosmopolitan city.
我的家在首都，它是一个世界性的大城市。
766. Geographically,this country is located in the southern hemisphere.
从地理上看,这个国家位于南半球.
767. It's a beautiful country with many large lakes.
这是一个有着若干大湖的美丽国家.
768. This part of the country is very mountainous.
这个国家的这部分由众多的山脉覆盖.
769. The land in this region is dry and parched.
这个地区的土地干旱且贫瘠.
770. Along the northern coast there are many high cliffs.
北海岸有很多高高的山崖.
771. There are forests here,and lumbering is important.
这里有很多森林,因此伐木业很重要.
772. The scenery is beautiful near the Pacific Ocean.
太平洋附近的景色很漂亮.
773. This mountain range has many high peaks and deep canyons.
这座山有众多的高峰和低谷.
774. what kind of climate do you have?Is it mild?

你们那的气候怎样?潮湿吗?

775. How far is it from the shore of the Atlantic to the mountains?

从大西洋海岸到山区有多远?

776. Is the coastal plain good for farming?

这种海边的平原有利于农业吗?

777. What's the longest river in the United States?

美国最长的河是什么?

778. Are most of the lakes located in the north central region?

大部分湖泊是不是在北部的中心地区.

779. As you travel westward, does the land get higher?

你去西部旅行时,是不是地势越来越高?

780. The weather is warm and sunny here. Do you get much rain?

这里天气 781. Children enter school at the age of five, don't they?

孩子们到五岁时就上学,是吗?

782. In elementary school, the child learns to read and write.

孩子们在小学里学习读和写.

783. In secondary school, children get more advanced knowledge.

在中学里,孩子们得到更高的教育.

784. In universities, students train to become teachers and engineers.

在大学里学生们被培训为老师和工程师.

785. He went to grade school in New York and high school in Chicago.

他在纽约上小学,在芝加哥上中学.

786. In college I majored in science. What was your major?

大学里我的专业是科学.你呢?

787. My sister graduated from high school. Graduation was last night.

我姐姐从中学毕业.毕业晚会在昨晚举行.

788. I'm a graduate of Yale University. I have a Bachelor of Arts degree.

我是一名耶鲁大学的毕业生.我获得了艺术学士学位.

789. If you expect to enter the university, you should apply now.

如果你想上大学的话,你现在就应申请.

790. This is my first year of college. I'm a freshman.
这是我大学的第一年.我是新生.
791. My uncle is a high school principal. 我的叔叔是一名中学校长.
792. What kind of grades did you make in college? 你在大学中成绩如何?
793. During your first year of college, did you make straight As?
在大学的第一年里,你是不是优秀学生?
794. My brother is a member of the faculty.He teaches economics.
我的哥哥是一名教员.他教经济.
795. John has extracurricular activities. He's on the football team.
约翰有许多课外活动.他是一名足球队员.
796. I'm a federal employee. I work for the Department of Labor.
我是一名联邦雇员.我在劳动部门工作.
797. What kind of work do you do? Are you a salesman?
你从事什么工作?是不是销售员?
798. As soon as I complete my training,I'm going to be a bank teller.
一旦我完成了我的训练,我将成为出纳员.
799. John has built up his own business.He owns a hotel.
约翰已经有了自己的生意.他有一个旅馆.
800. What do you want to be when you grow up? 你长大后想做什么?
801. I like painting,but I wouldn't want it to be my life's work.
我喜欢绘画,但是我不愿让他成为我终生的职业.
802. Have you ever thought about a career in the medical profession?
你是否考虑过成为医学专业的职员?
803. My uncle was a pilot with the airlines.He just retired.
我的叔叔是航空公司的飞行员.他刚刚退休.
804. My brother's in the army.He was just promoted to the rank of major.
我的哥哥在军队里.他刚刚被提升为少校.

805. I have a good-paying job with excellent hours.
我有一份工资很高工作时间理想的工作.
806. My sister worked as a secretary before she got married.
我的姐姐结婚前是个秘书.
807. George's father is an attorney.He has his own company.
乔治的父亲是个律师.他拥有自己的公司.
808. He always takes pride in his work.He's very efficient.
他总是以他的工作为荣.他是个很能干的人.
809. Mr. Smith is a politician.He's running for election as governor.
史密斯先生是个政治家.他正在为竞选统治者而奔忙.
810. After a successful career in business,he was appointed ambassador.
他在生意中有了成就后,就被任命为大使.
811. Because of the warm and sunny weather,oranges grow very well here.
因为这里气候温暖,光照充足,橘子在这长势很好.
812. In this flat country people grow wheat and corn and raise cattle.
在这个平坦的国家,人们种植小麦,棉花,饲养牲畜.
813. The ground around here is stony and not very good for farming.
这周围的地面多石,不适合农业的种植.
814. What are the principal farm products in this region?
这个地区的主要农产品是什么?
815. Milk,butter,and cheese are shipped here from the dairy farms.
牛奶,黄油,奶酪都从制酪场运到这里.
816. They had to cut down a lot of trees to make room for farms.
他们不得不砍伐一些树木,从而为农场提供足够的地方.
817. At this time of the year farmers plow their fields.
一年中的这个时候农民们常常用犁来耕种自己的土地.
818. On many farms you'll find cows and chickens.
在许多农场中你都能发现很多奶牛和鸡.
819. If you have cows you have to get up early to do the milking.

如果你有奶牛的话,你不得不早起来挤牛奶.

820. Tractors have revolutionized farming. 拖拉机革新了农业方法.

821. In the United States, there are many factories for making cloth.
美国有很多制造衣服的工厂.

822. Factories employ both male and female workers.
工厂中雇佣了男女工人.

823. If you work in a factory,you usually have to punch a clock.
如果你在工厂工作的话,你就需要在上下班记时卡上打孔.

824. Is meat packing a big industry in your country?
肉类包装在你们国家是不是一项大的工业?

825. Is it true that manufacturing of automobiles is a major industry?
汽车制造业是主要工业是真的吗?

826. My hobby is collecting stamps. Do you have
a hobby?
我的爱好是集邮.你有什么爱好?

827. I've always thought photography would be an interesting hobby.
我总是想摄影会是一个有趣的爱好.

828. Some people like horseback riding,but I prefer golfing as a hobby.
一些人喜欢骑马,但是我喜欢打高尔夫球.

829. Do you have any special interests other than your job?
除了工作以外,你还有什么特殊的兴趣爱好吗?

830. Learning foreign languages is just an avocation with me.
学外语是我的一项爱好.

831. I find stamp collecting relaxing and it takes my mind off my work.
我发现集邮可以让人放松,能让我远离工作.

832. On weekends I like to get my mind off my work by reading good books.
每当周末时我总喜欢读书,从而使我的注意力从工作中脱离出来.

833. My cousin is a member of a drama club. He seems to enjoy acting.
我的堂兄是戏曲俱乐部的成员.他看上去很喜欢这项娱乐.

834. He plays the piano for his own enjoyment. 他因为兴趣而弹钢琴.
835. I've gotten interested in hi-fi. I'm building my own equipment.
我对高保真收音机渐渐产生了兴趣.我正在装备一台.
836. He's not a professional.He plays the piano for the fun of it.
他不是职业演员.他仅仅因为兴趣而弹钢琴.
837. I've heard of unusual hobbies, but I've never heard of that one.
我曾经听说过不同寻常的习惯,但是我还没有听说过那一个.
838. The trouble with photography is that it's an expensive hobby.
摄影爱好的缺点是它是一种昂贵的兴趣.
839. That's rare set of coins.How long did it take you to collect them?
这是一套罕见的钱币.你用了多久来收集它?
840. I started a new hobby.I got tired of working in the garden.
我尝试着一种新的爱好 841. Baseball is my favorite sport.What's your favorite?
棒球是我最喜欢的体育运动.你最喜欢的是什么?
842. My nephew is a baseball player.He is a catcher.
我的外甥是一名棒球运动员.他是一名接球员.
843. When you played football,what position did you play?
你踢足球时,占据什么位置?
844. We played a game last night. The score was tied six-to-six.
我们昨晚玩了一个游戏,打成了六平.
845. I went to a boxing match last night. It was a good fight.
昨晚我去看了一场拳击比赛.那是一个很好的夜晚.
846. When I was on the track team, I used to run the quarter mile.
过去我在田径队时,经常跑接力赛.
847. I like fishing and hunting,but I don't like swimming.
我喜欢钓鱼和打猎,但是不喜欢游泳.
848. My favorite winter sport is skiing. I belong to a ski club.
我最喜欢的冬季项目是滑雪.我在一个滑雪俱乐部里.
849. Would you be interested in going to the horse races this afternoon?
今天下午你有兴趣去看赛马吗?

850. The hardest thing to learn is to be a good loser.
最难学的事情是做一名输的起的运动员.
851. Be a good sport. Play according to the rules of the game.
成为一个好的运动员需要遵守游戏规则.
852. Our family went camping last summer. We had to buy a new tent.
我家去年夏天去野炊了.我们不得不买一个新的帐篷.
853. This afternoon we went to the gym for a workout. We lifted weights.
今天下午我们去体育馆做健身.我们的体重减了一点.
854. What do you do for recreation? Do you have a hobby?
你闲暇时做什么? 你有什么爱好吗?
855. My muscles are sore from playing baseball.
打完棒球后,我的肌肉一直酸痛.
856. I sent in a subscription to that magazine. It's put out every week.
我订阅了那份杂志.它是周刊.
857. If you subscribe to the newspaper, it'll be delivered to your door.
如果你订阅新报纸的话,它将会送到你家里.
858. I didn't read the whole paper. I just glanced at the headlines.
我没有读通篇的文章.我只是看了看标题.
859. The first chapter of the story is in this issue of the magazine.
这个故事的第一章刊登在这期杂志上.
860. I haven't seen the latest issue of the magazine. Is it out yet?
我没有看到这个杂志的最新观点?是不是没有出版?
861. What's the total circulation of this newspaper? 报纸的总发行量怎样?
862. I'm looking for the classified section. Have you seen it?
我在找分类广告?你看到了吗?
863. My brother-in-law is a reporter on The New York Times staff.
我的姐夫是纽约时报的记者.
864. There was an article in today's paper about the election.
今天的报纸上有选举的消息.

865. There wasn't much news in the paper today.
今天的报纸上没有太多的消息.
866. How long have you been taking this magazine?
你订阅这份杂志多久了?
867. Did you read the article about the rescue of the two fishermen?
你读了关于拯救两个钓鱼者的消息了吗?
868. Why don't you put an advertisement in the paper to sell your car?
为何不在报纸上刊登你想卖车的消息呢?
869. I got four replies to my ad about the bicycle for sale.
我已经收到四份关于我卖自行车的回应了?
870. My son has a newspaper route. He delivers the morning paper.
我的儿子专跑一条送报路线.他总是早上送报.
871. What channel did you watch on television last night?
昨天晚上你在电视上看的哪个台的节目?
872. I don't get a good picture on my TV set. There's something wrong.
我的电视机上画面不清楚.可能出毛病了.
873. You get good reception on your radio. 你的收音机接收情况很好.
874. Please turn the radio up. It's too low.
请把收音机开大点声.声音太小了.
875. What's on following the news and weather? Do you have a TV guide?
播完新闻和天气预报后是什么节目?你有电视节目预报表吗?
876. You ought to have Bill look at your TV. Maybe he could fix it.
你应该让比尔看看你的电视.他可能会修理.
877. We met one of the engineers over at the television station.
我们在电视台遇见了一个在那边工作的工程师.
878. Where can I plug in the TV? Is this outlet all right?
什么地方可以安装电视?这个插头可以用吗?
879. I couldn't hear the program because there was too much static.
因为干扰太大,我听不清节目了.

880. Your car radio works very well. What kind is it?

你车上的收音机性能很好.它是什么类型的?

881. The next time I buy a TV set, I'm going to buy a portable model.

下一次我买电视机时,我打算买一部手提式的.

882. I wonder if this is a local broadcast. 我不知道这是不是本地广播.

883. You'd get better TV reception if you had an outside antenna.

如果你有外部天线的话,你的电视机的接收效果将会很好.

884. Most amateur radio operators build their own equipment.

大多数业余收音机爱好者都自己装机子.

885. Station WRC is off the air now. They signed off two hours ago.

电台 WRC 已经停止广播了.它们在两小时之前就结束了.

886. What's your favorite kind of music? Do you like jazz?

你最喜欢什么音乐?你喜欢爵士乐吗?

887. He's a composer of serious music. I like his music a lot.

他是一名庄严音乐的作曲家.我很喜欢他的音乐.

888. We went to a concert last night to hear the symphony orchestra.

我们昨天晚上去听交响乐了.

889. My brother took lessons on the trumpet for nearly ten years.

我的哥哥练习吹喇叭将近十年了.

890. You play the piano beautifully. How much do you practice every day?

你钢琴弹得很好.你一天练习多长时间?

891. I've never heard that piece before. Who wrote it?

我从没有听过这一段.是谁写的?

892. Have you ever thought about becoming a professional musician?

你有没有想到过要成为一名专业的音乐家.

893. Who is the author of this novel? 这个小说的作者是谁?

894. I've never read a more stirring story.

我从没有读过这么感人的故事.

895. Who would you name as the greatest poet of our time?

你认为谁是我们这个时代最著名的诗人?

896. This poetry is realistic. I don't care for it very much.

这篇诗集是写实的.我不太喜欢.

897. Many great writers were not appreciated fully while they were alive.

许多伟大的作家,在他们那个时代并不是很受欢迎.

898. This is a poem about frontier life in the United States.

这是一首描述美国边境的诗.

899. This writer uses vivid descriptions in his writings.

这位作家在他的作品中运用了生动的手笔.

900. How much do you know about the works of Henry Wadsworth Longfellow?

你对 Henry Wadsworth Longfellow 的作品了解多少?