



日常交际用语

1. 问候

(1) A: Hello/Hi

B: Hello/Hi

(2) A: Hello. How are you?

B: Fine, thank you. And you ?

A: Very well, thank you.

(3) A: Good morning/ afternoon/ evening

B: Good morning/ afternoon/ evening

(4) Please say hello to your parents.

Please give my best wishes to your parents.

2. 告别

(1) 告别前，客方表示要离开的常用语：

I am afraid I must be going now.

I am afraid I must go now.

I think it's time for me to leave now.

I think it's time for us to go now.

(2) 双方相互道别时的常用短语：

Goodbye!

See you later!

See you!

3. 感谢和应答



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(1) 感谢某人：

Thank you. / Thanks a lot. / Thank you very much

Thank you for your help.

It's very kind/nice of you.

Thank you all the same.

(2) 回答感谢时的答语

It's a pleasure. / With my pleasure

That's OK. / That's all right.

You're welcome.

Not at all.

4. 邀请和应答

(1) 表示邀请的用语：

Will you come to my party?

Would you like to go for a walk?

May I invite you to dinner?

How / What about going for a walk?

(2) 接受邀请时的答语：

Yes, I'd love/like to.

Yes. It's very kind of you.

That would be nice.

5. 请求和应答

A: May I...? / Can/Could I...?



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B: (肯定回答) Sure/Certainly. Yes, do please.

(否定回答) I' m afraid not. I' m sorry, but you mustn' t.

6. 祝愿、祝贺和应答

(1) 祝贺用语:

Have a good day/time!

Good luck. Enjoy yourself! Best wishes to you!

Happy NEW Year! Merry Christmas! Well done!

Congratulations!

(2) 表示感谢的答语

Thank you.

The same to you.

7. 提供帮助和应答

(1) 提供帮助

Can I help you?

Would you like me to help you?

(2) 肯定回答:

Yes, please.

Thank you for your help.

否定回答:

No, thanks. / That' s very nice of you, but I can' t manage it myself.

8. 约会



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(1) 约会前询问对方有无空闲时间：

Are you free this morning/afternoon/evening?

Yes, I' ll be free then.

或：No, I won' t be free then. But I will be free tomorrow.

(2) 提出约会时间、地点以征求对方意见的用语：

How about tomorrow morning?

Shall we meet at 3:00 at the school gate?

Yes , that' s all right. / ALL right, see you then.

9. 就餐

(1) 主人常用语

What would you like to have ?

Would you like something to drink ?

Help yourself to some chicken.

Would you like some more rice ?

(2) 客人常用语

Yes, I' d like a drink. I' d like rice and chicken.

Just a little, please. Can I have some more soup?

It' s so delicious. Thank you.

No. Thank you. I' ve had enough.

I' m full, thank you.

10. 谈论天气

(1) 询问天气情况：



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What' s the weather like todatay ?

How is the weather in Beijing ?

(2) 陈述天气情况:

What a cold/hot day today!

It' s a nice day today.

It' s sunny/cloudy/windy/rainy .

It' s getting cold/warm/hot.

11. 看病

(1) 医生诊断常用语

What' s the matter?

What' s wrong with you ?

Do you have a fever?

How long have you been feeling like this?

It' s nothing serious. You' ll be all right soon.

Take this madecine three times a day.

(1) 病人叙述病情常用语

I feel terrible/bad. I don' t feel well.

I' ve got a cold/headache

There is something wrong with my eyes.

12. 购物

(1) 售货员常用语



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Can I help you?

What can I do for you?

What colour /size/kind do you like?

(2) 顾客常用语

I want a pair of shoes

How much is it?

May I try it on

That' s fine. I' ll take it.

13. 问路

(1) 问路用语

Excuse me , where is the nearest post office?

Excuse me, can you tell me the way to the shop?

Excuse me,how can I get to the nearest shop?

(2) 应答

Go down the street until you see the tall building.

Ture right/left at the first crossing/corner.

You can take No.5 bus

You' d better take a taxi

14. 介绍

(1) 自我介绍:



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1) A: My name is Lin Yan. Glad to meet you.

B: Nice to meet you. My name is Li Lei.

2) A: Excuse me. What's your name, please?

B: My name is Robert Thomas Brown.

A: May I call you Robert?

B: Certainly/Of course.

(2) 介绍他人

A: This is Mr. Huang.

B: Nice to meet you.

A: Glad to meet you.

15. 打电话

(2) 打电话常用语

Hello! May I speak to...?

Is that ...speaking?

Can I leave a message?

I'll call back later/again.

(2) 接电话的常用语

Hello! This is Tom speaking.

Hello! Who is that? Hold on please!

Can I take a message for you?

Sorry, I'm afraid you have the wrong number.



16. 道歉

(1) 当要麻烦别人时:

Excuse me, please! I beg your pardon.

(2) 当做错事时:

Sorry, I' m sorry for... I' m sorry that...

(3) 回答道歉时的答语:

Never mind

That' s ok. / That' s all right

It' s nothing

It doesn' t matter.

17. 劝告

You' d better go to see the doctor.

You should listen to and read English every day.

You need to buy a Chinese-English dictionary.

18. 表扬

Very good! Well done! Wonderful!

You speak English very well. Your dress is beautiful.

Come on ! You can do it!

19. 忧虑

What' s wrong? What' s the matter?

What should we do?

20. 表示遗憾



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I' m so sorry. It' s a great pity.

What a pity! That' s too bad.

