

电话实用英语：Greetings问候(二) PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/284/2021_2022__E7_94_B5_E8_AF_9D_E5_AE_9E_E7_c96_284958.htm Conversation C : In the Office

CHARLES: Let's go to my office, Mr Learner. MARTIN:

Thank you. FEMALE 1: Good morning, Mr Bishop. CHARLES:

Good morning. TED: Good morning, Charles. CHARLES: Good

morning, Ted. Hello, Erika. How are you? ERIKA: Good morning.

Fine, thanks. CHARLES: Good morning, Sam. SAM: Charles! How

are you? CHARLES: Fine, thanks. How are you? SAM: Fine,

thanks. FEMALE 2: Hello. CHARLES: Hello. Practice 3 : 打招呼的

方法很多，Hello 是最常用的。可用在一天的任何时候。打电话时最常用。每天的上午、下午、晚上打招呼时分别说

: Good morning, Good afternoon, Good evening. Examples:

FEMALE 1: Good morning, Mr Bishop. CHARLES: Good morning.

TED: Good morning, Charles. CHARLES: Good morning, Ted.

Hello, Erika. How are you? ERIKA: Good morning. Fine, thanks.

FEMALE 2: Hello. CHARLES: Hello. 会话C : 在办公室查尔斯 :

咱们去我的办公室吧，勒纳先生。马丁：谢谢你。女1：早

上好! 毕晓普先生。查尔斯：早上好! 泰德：早上好，查尔斯

。查尔斯：早上好，泰德。你好，埃里卡。你好吗? 埃里卡：

早上好。很好，谢谢。查尔斯：早上好，山姆。山姆：查尔

斯，你好吗? 查尔斯：很好，谢谢。你好吗? 山姆：很好，谢

谢。女2：你好! 查尔斯：你好! Conversation D CHARLES: Here

we are, Martin. Come in. MRS GABRIELLI: Good morning, Mr

Learner. I'm Maria Gabrielli. MARTIN: Hello. How are

you? MARTIN: Fine, thanks. MRS GABRIELLI: Mrs Gabrielli is my assistant, Martin. Let's meet some of the others in the office. Then you can see all of the airport. MARTIN: Fine. MRS GABRIELLI: Would you like a cup of coffee? MARTIN: No, Thank you. MRS GABRIELLI: May I take your things? MARTIN: Yes, please. MRS GABRIELLI: I'll put them in Mr. Bishop's office. MARTIN: Thank you. STEVE: Come in. CHARLES: Good morning, Steve. STEVE: Hello. I'm Steve Wycoff. MARTIN: I'm Martin Learner. How are you? STEVE: Fine, Thanks. CHARLES: Steve is our office manager. Thanks, Steve, we'll see you later. CHARLES: Valerie! How are you? VALERIE: Hello. MARTIN: I'm Martin Learner. VALERIE: Hello. I'm Valerie Genaux. How are you? MARTIN: Fine, thanks. CHARLES: Martin is the reporter from VOA. VALERIE: Yes, I know. CHARLES: Valerie is our accountant. MARTIN: Wonderful. CHARLES: OK, Valerie. We'll see you later. LAURA: Come in. CHARLES: Good morning, Laura. This is the reporter I told you about. LAURA: Hello. MARTIN: I'm Martin Learner. TONY: Good morning, I'm Tony Adler. LAURA: Tony is my assistant. MARTIN: Hello. How are you? TONY: Fine, thanks. CHARLES: Laura is our communications director.

会话D
查尔斯：我们到了，马丁。请进来。加夫人：早上好!勒纳先生。我是玛丽亚加布里埃里。马丁：你好!你好吗?加夫人：很好，谢谢。查尔斯：马丁，加布里埃里夫人是我的助手。咱们认识一下办公室的其他人。然后你可以参观整个机场。马丁：好的。加夫人：来杯咖啡好吗?马丁：不，谢谢。加夫人：我替你拿东西可以吗?马丁：好的，请吧!加夫人：我将把

它们放在毕晓普先生的办公室里。马丁：谢谢你。斯蒂夫：请进。查尔斯：早上好，斯蒂夫。斯蒂夫：你好，我是斯蒂夫威科夫。马丁：我是马丁勒纳。你好吗？斯蒂夫：好的，谢谢。查尔斯：斯蒂夫是我们的办公室主任。谢谢，斯蒂夫，回头见。查尔斯：瓦莱丽，你好吗？瓦莱丽：你好。马丁：我是马丁勒纳。瓦莱丽：你好，我是瓦莱丽吉诺，你好吗？马丁：很好，谢谢。查尔斯：马丁是“美国之音”的记者。瓦莱丽：是的，我知道。查尔斯：玛丽是我们的会计。马丁：好极了。查尔斯：好了，玛丽，我们回头见。劳拉：请进。查尔斯：早上好，劳拉。这是我跟你谈过的那位记者。劳拉：你好。马丁：你好，我是马丁勒纳。托尼：早上好，我是托尼阿德勒。劳拉：托尼是我的助手。马丁：你好！你好吗？托尼：很好，谢谢。查尔斯：劳拉是我们的通讯联络主任。

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