

实用旅游服务业初级英语口语教程（1）PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/490/2021_2022__E5_AE_9E_E7_94_A8_E6_97_85_E6_c96_490297.htm 第一课：接受电话预定房间

Lesson 1: Taking a reservation over the phone. 在第一部分中，您要学习如何通过向客人做自我介绍及如何用英语表达“早晨好”、“下午好”和“晚上好”这样的词语，您还要学习如何表达日期及英语字母的国际无线电标准拼读方式。

另外在这一课中您还可以学习及练习如何正确地称呼客人和“是”这个词汇的正式用法。在这一部分的对话，您要学习如何接受电话预定房间，请听酒店前台接待员利奥是如何

Leo: Hi, I ' m Leo 接受杰克伟博中年但是未婚的女儿蒙纳

Mona: Hi, I ' m Mona White 及蒙纳的父亲杰克伟博 Page 2 of 9

Jack: Hi, I ' m Jack Webber. 现在让我们听接受电话预定房间的对话 Leo: Plaza Hotel, good morning. Leo speaking. Mona: Ah yes,

I ' d like to book two rooms for myself and my father. Could you tell me the cost of a single room per night? Leo: Certainly. A single

room is 120 dollars American, per night. Mona: Fine. Leo: And

when would you like the rooms? Mona: From the 25th to the 28th of September. Leo: Arriving the 25th of September and leaving on the

28th? Three nights? Mona: That ' s right. Leo: Just a minute please.

我们一起来听听利奥是怎么接听电话的 Listen to Leo ' s

greeting with translation.. 利奥：早晨好，这里是广场酒店，我是利奥

Leo: Plaza Hotel, good morning. Leo speaking. 在英语中，

在中午十二点之前我们问候对方时都可以说GOOD

MORNING, 而在中午十二点之后到天黑之前我们都可以

说GOOD AFTERNOON,而在天黑之后到午夜十二点之前这段时间内,我们就要说GOOD EVENING了,请注意,您绝不可以把GOOD NIGHT当作问候语来使用,因为这个词组是人们在晚间表达再见的一种说法。请和我一起来练习:

Good morning Good afternoon Page 3 of 9 Good evening 我们一起来听听利奥是怎么说的 利奥: 早晨好,这里是广场酒店,我是利奥 Leo: Plaza Hotel, good morning. Leo speaking. 在接听电话时,英语中比较正式地说明自己姓名的方式是在自己的姓名之后加上“SPEAKING”这个词,请听录音并跟着练习 Leo: Leo speaking Mona: Mona speaking Jack: Jack Webber speaking 现在请听新的一段对话,我会将这段对话翻译成汉语 蒙纳: 您能告诉我每个房间每晚的收费是多少吗? Mona: Could you tell me the cost of a single room per night? 利奥: 没有问题,每个房间每晚的收费是一百二十美元。 Leo: Certainly. A single room is \$120 dollars American, per night. 请注意听 利奥: 没有问题 Leo: Certainly. 在这里, CERTAINLY 是YES的另外一种比较正式的说法,请注意听并跟着重复 Certainly Certainly 在称呼男性客人时,我们要在他的姓前面加上SIR 或者MR.而在称呼女性客人时则要在她的姓前面加上MADAM 或者MS.请注意听并跟着重复 Certainly, sir. Certainly, Mr Webber. Page 4 of 9 Certainly, madam. Certainly, Ms White. 请注意收听下一段对话及翻译 利奥: 您要什么时候入住? Leo: And when would you like the rooms? 蒙纳: 入住时间九月二十五日,离店时间为九月二十八日。 Mona: From the 25th to the 28th of September. 利奥: 入住时间九月二十五日,离店时间是二十八日,您一共住三天,对吗? Leo: Arriving on the 25th of September and

leaving on the 28th? Three nights? 蒙纳：正确 Mona: That ' s right. 利奥：请稍后 Leo: Just a minute please. 在表达月和日的时候，我们是这样说的：THE SECOND OF JULY 或者 JULY SECOND, 请注意听并跟着重复 The second of July July second 好，接下来请听对话。请注意，在利奥的讲话之后会有一段间隔以便您重复他的话 Leo: Plaza Hotel, good morning. Leo speaking. Mona: Ah yes, I ' d like to book two rooms for myself and my father. Could you tell me the cost of a single room per night? Leo: Certainly. A single room is 120 dollars American, per night. Mona: Fine. Page 5 of 9 Leo: And when would you like the rooms? Mona: From the 25th to the 28th of September. Leo: Arriving the 25th of September and leaving on the 28th? Leo: Three nights? Mona: That ' s right. Leo: Just a minute please. 100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com