

一天10句商务口语(22) PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/646/2021_2022__E4_B8_80_E5_A4_A910_E5_8F_c96_646374.htm 身处职场的白领们有时是

否不止如何用英文表达自己的感受or形容一些事情？这下不用犯愁啦，且看小编为大家奉上的最实用的商务口语吧~1

天10句，攻克口语！ 1 I have come to make sure that your stay in Beijing is a pleasant one. 我特地为你们安排使你们在北京的逗留愉快。 2 You are going out of your way for us, I believe. 我相信这是对我们的特殊照顾了。 3 It is just the matter of the

schedule,that is,if it is convenient for you right now. 如果你们感到方便的话，我想现在讨论一下日程安排的问题。 4 I think we

can draw up a tentative plan now. 我认为现在可以先草拟一具临时方案。 5 If he wants to make any changes,minor alternations can be made then. 如果他有什么意见的话，我们还可以对计划稍

加修改。 6 Is there any way of ensuring well have enough time for our talks? 我们是否能保证有充足的时间来谈判？ 7 So our

evenings will be quite full then? 那么我们的活动在晚上也安排满了吗？ 8 Well leave some evenings free,that is,if it is all right with

you. 如果你们愿意的话，我们想留几个晚上供你们自由支配。 9 We ' d have to compare notes on what weve discussed during

the day. 我们想用点时间来研究讨论一下白天谈判的情况。 10 That ' ll put us both in the picture. 这样双方都能了解全面的情况。

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