

潘多拉新概念一册

— Lesson 13 —

Part 1 Text

Come and meet our employees, Mr. Richards.

来见见我们的雇员，理查兹先生。

Thank you, Mr. Jackson.

谢谢，杰克逊先生。

This is Nicola Grey, and this is Claire Taylor.

这位是尼古拉·格雷，这位是克莱尔·泰勒。

How do you do? Those women are very hard-working. What are their jobs?

你们好。那些姑娘很勤快。她们是做什么工作的？

They're keyboard operators.

她们是电脑录入员。

This is Michael Baker, and this is Jeremy Short.

这位是迈克尔·贝克，这位是杰里米·肖特。

How do you do? They aren't very busy! What are their jobs?

你们好。他们不是很忙吧！他们是做什么工作的？

They're sales reps. They're very lazy.

他俩是推销员，而且非常懒。

Who is this young man?

这位年轻人是谁？

This is Jim. He's our office assistant.

这是吉姆。他是我们的办公室助理。

• Practice •

What are Nicola Grey and Claire Taylor's jobs?

(尼古拉·格雷和克莱尔·泰勒是做什么工作的？)

They are sales reps.

(她们是推销员。)

They are office assistants.

(她们是办公室助理。)

They are keyboard operators.

(她们是电脑录入员。)

Are Michael Baker and Jeremy Short sales reps? (迈克尔·贝克和杰里·米肖特是推销员吗?)	Not mentioned. (文章未提及。) Yes, they are. (是。) No, they aren't. (不是。)
Who is the company's office assistant? (公司的办公室助理是谁?)	Jim (吉姆) Jackson (杰克逊) Not mentioned (文章未提及)

Part 2 Pronunciation and Intonation

• 清辅音 /p/ •

原文例词

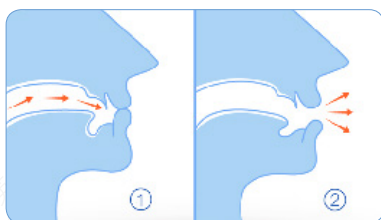
employee /ɪmˈplɔɪi/

operator /ˈɒperətə-/

rep /rɛp/

发音解析

• 清辅音 /p/ •



发音时，要紧闭双唇阻止气流流出
气流突破双唇冲出口腔，发出爆破音，声带不振动

Part 3 Words & Phrases & Grammar

1 ▶ **Come and meet our employees, Mr. Richards.**

理查兹先生，来见一下我们的员工吧。

employee 名词，雇员，员工

She is a former state employee.

她曾是政府雇员。

employ 动词，雇佣

How many people does your company employ?

你们公司雇有多少员工？

The factory employs over 2,000 people.

这个工厂有 2000 名雇员。

2 ▶ **How do you do?**

你们好。

How are you? / How are you doing? / How you doing?

Hi Bob, how you doing?

嗨, Bob, 你好吗?

3 ▶ **- Those women are very hard-working. What are their jobs?**

- They're keyboard operators.

- 她们工作很认真。她们是做什么工作的?

- 她们是电脑录入员。

hard-working 形容词, 勤奋的

a hard-working teacher 一名努力工作的老师

She was always very hard-working at school.

她上学时一直很用功。

She is an amazing hard-working woman as I am.

她和我一样, 是个工作十分努力的女人。

their 他们, 多个人, job 加 s 变成复数形式

- What is your job?

- I am an English editor.

- 你是做什么工作的?

- 我是一名英文编辑。

询问某人做什么工作时的多种表达方法

What do you do?

What do you do for a living?

I'm an English teacher. 我是名英语老师。

software engineer 软件工程师

IT engineer 信息技术工程师

art designer 美术设计师

sales manager 销售经理

4 ▶ **- They aren't very busy! What are their jobs?**

- They're sales reps. They are very lazy.

- 他们看起来似乎不是很忙的样子, 他们是做什么的?

- 他俩是推销员, 而且特别懒。

sales rep 名词, 推销员

书面语 sales representative

She worked as a sales rep.

她曾是一名销售代表。

lazy 形容词, 表示懒惰的

Get out of bed, you lazy thing!

起床啦, 懒蛋!

He's too lazy to walk to work.

他忒懒, 不想走路上班。

5 ▶ - Who is this young man?

- This is Jim. He's our office assistant.

- 这位年轻人是谁?

- 这是吉姆, 他是我们的办公室助理。

man 名词 男人 woman 女人

man → men woman → women

postman → postmen

businessman → businessmen

office assistant 办公室助理

office 办公室

office lady 白领

office equipment 办公设备

office workers 办公室工作人员

It's very convenient that you live near the office.

你离公司近真的很方便。

assistant 助理

an administrative assistant 行政助理

an assistant editor 助理编辑

She is looking for a personal assistant with good organizational skills.

她正在物色一位组织能力强的私人助理。

Part 4 Paraphrase

- It was my first day here, and I was so excited to see my new colleagues. First we met two office girls at the computers. The boss said, 'They're keyboard operators. Those women are very hard-working.' Then we met two men. They didn't seem busy at all. I asked, 'What are their jobs?' The boss took me aside and told me, 'They're sales reps. They're very lazy.' At last we met another young man. He was busy making phone calls. I asked, 'Who is this young man?' The boss said, 'This is Jim. He's our office assistant.'