	[
	<day 1=""></day>
人们正在为演奏者鼓掌。	People are applauding the players.
草地正在被浇水。	The lawns are being watered.
这个男人正在戴眼镜。	The man is putting on his glasses.
她提着两个桶。	She is carrying two buckets.
她正在挖地。	She is digging in the ground.
他们正在朝着相反的方 向走。	They are moving in opposite
男人们正在割草。	The men are mowing lawns.
他正在台上演奏乐器。	He is playing a musical instrument on stage.
道路正在被铺。	The road is being paved.
这个女人正在给商品付 款。	The woman is paying for an item.

药剂师正在给患者药。	The pharmacist is handing some medicine to the patient.
树木正在被栽种。	Trees are being planted.
他们正在操场上荡秋千。	They're playing on a swing in the playground.
一个女人正在指着画上 的什么东西。	A woman is pointing at something on a drawing.
一个男人正在照相。	A man is taking a picture.
一个服务生正在往杯子 里倒水。	A waiter is pouring water into cups.
他正在穿实验室服。	He is putting on a laboratory coat.
他们正在脱他们的制服。	They are taking off their uniforms.
这个男人正在掏钱包。	The man is reaching for his wallet.

梯子正在被修理。	The ladder is being repaired.
他正在屋顶上工作。	He is working on the roof.
她正在把日程安排给她的朋友。	She is handing the scheduler to her friend
一个女人正在超市买东 西。	A woman is shopping around in the supermarket.
他们正在挽着臂散步。	They are strolling arm in arm.
一个显微镜被整齐地摆 放着。	A microscope has been placed symmetrically.
这匹马正在沿着水边走。	The horse is walking along the edge of the water.
	<day 2=""></day>
他们面对面地坐着。	They are seated across from each other.

这个男人正站在扶手椅 边上。	The man is standing next to the arm chair.
这个地方挤满了观众。	The place is crowded with
纸已经被堆在复印机边 上了。	The papers have been stacked up next to the copier.
床需要铺一下。	The bed needs to be made.
桌子被放在沙发和台灯中间。	The table is placed between the sofa and the lamp.
楼梯的旁边有一个花瓶。	There is a flower vase next to the stairway.
这些女人交叉着双腿。	The women have their legs crossed.
他们围坐成一圈。	They are seated in a circle.
汽车被排成一排。	The cars are all parked in a line.

箱子排成一排。	The boxes are lined up in a row.
这条路分叉成两个方向。	The road splits in two directions.
这个男人靠着篱笆。	The man is leaning against the fence.
草地被修建的很平整。	The lawn has been neatly mowed.
他站在报刊亭。	He is standing at the newsstand.
车一辆挨着一辆地停放着。	The vehicles are parked next to the each other.
花园家具被放在外面。	Garden furniture is set up outdoors.
架子被包装盒包着。	The shelves are packed with packages.
两个男人正在看阅兵游行。	Two men are watching the
标签已经被贴在一些部 件上。	Labels have been attached to some of the parts.

桌子被遮住了一部分。	The tables are partially shaded.
人行道上没有行人。	There are no pedestrians on the side walk.
落叶堆在树边。	Fallen leaves have been piled up near the trees.
其中一个门打开着。	One of the doors has been left open.
地板被擦得发亮。	The floor has been polished to a
她看着镜子中反射出的 自己的脸。	She is looking at her face reflected in the mirror.
	(Day 2)
这个女人用手托着下巴。	<pre>CDay 3> The woman is resting her chin on her hand.</pre>
文件散落在办公室。	The files are scattered around the office.

田 1 かっカログラ 光 ケニシようしょく	Imbo man ana ali
男人们都穿着短袖衬衫	The men are all
О	wearing short-
	sleeved shirts.
椅子正在被涂漆。	The chairs are
	being painted.
她们并肩站成一排。	They are all lined
	up side by side.
箱子堆在污水槽旁边。	The boxes are
	stacked up by the
	sink.
这个女人正坐在男人旁	The woman is
边。	sitting near the
所有设备已经被移除了	All the equipment
现场。	has been removed
	from the site.
河的另一边有摩天大楼	There are
	skyscrapers on the
	other side of the
	river.
箱子被一层一层叠着。	The boxes are
	stacked on top of
	one another.

盆栽植物被放在楼梯上。	Potted plants have been set out on the stairs.
他们在酒店的总服务台 前站成一排。	They are standing in line at the front desk of the
架子上存放着物品。	The shelves have been stocked with products.
这个建筑只有一层。	The building is only one story
这里有各种高度的建筑。	There are buildings of various heights.
我们希望我们可以接受 你的要求。	We hope we can accommodate your request.
请不要坐在走廊里。	Please do not sit in the aisle.
实施严格的着装规范。	A strict dress code applies.
新的规定适用于所有员工。	The new rule is effected to all employees.

公用电话没有被使用。	The public phones are unoccupied
把所有紧急物资储藏到 一个安全的地方。	Store all emergency items in a safe place.
在遇到火灾的情况下,请聚集到停车场。	In the event of a fire please gather in the car park.
通知被黏在了留言板上。	Notices have been posted on the memo board.
使用完场地后请打扫干 净。	Please, clean the premises after use.
管理人员将告诉所有人 公司的网络政策。	The management would like to remind everyone of the company's internet policy.
	<day 4=""></day>

他最大的成就是完成了这个报告。	His greatest achievement was completing the report.
请不要改动这个报告。	Please do not alter the report.
我还没完成年度报告。	I am not done with annual report yet.
下个季度预算计划书的 最后期限是星期三。	The budget proposal for next quarter is due on Wednesday.
我今天必须要修订我的 第一个草案。	I have to revise my first draft today.
年底之前必须上交你的 花销报告。	Turn your expense report in before the end of the
如果他想赶上最后期限的话,必须要延期。	An extension is needed if he wanted to meet the deadline.
把传单放在我的桌子上。	Put the flyer on my desk.

浏览这些文件需要一些时间。	Going over those documents will take some time.
让我们来看一下那份报 告。	Let's have a look at that report.
你能帮我浏览一下这个 吗?	Can you look through this for
你能帮我做一下这个费 用计划书吗?	Can you help me with this cost
我的那份新的年报在哪里?	Where is my copy of the new annual report?
能请你帮我审查一下这 份报告吗?	Can you review this report for me please?
你能再把这份复印件送 去销售部门吗?	Could you also send the copy to the sales department?
哪一张表示这个会计年度的月销售数据?	Which chart show the monthly sales figures for this past fiscal year?

你不熟悉这份预计销售 报告吗?	Aren't you familiar with the sales forecast report?
日程表正在被分发给员工。	The schedule charts are being distributed to the employees.
他正在给文件分类。	He is sorting through some
你如期提交数据报表了吗?	Dis you submit the spreadsheet by the due date?
你能在下个月之前帮我 校对一下这些摘要吗?	Can you proofread there briefs for me by the end of next month?
你的翻译工作怎么样 了?	How did your translation work
非常抱歉出现了打印错 误。	I am really sorry for making a typo.
	<day 5=""></day>
	\Day J/

机场穿梭巴士几点出发?	What time does the airport shuttle depart?
请走另一条路。	Please use the alternative route.
我预期车程不会超过3小时。	I anticipate the drive will take no more than three hours.
地铁里挤满了乘客。	The subway is filled with
如果你在这里停车,车 将会被拖走。	If you park here, your car will be towed away.
我怎么去地铁站?	How do I get to the subway station?
我想搭载玛丽去图书馆。	I want to give Mary a ride to the library.
由于交通拥堵,我会晚 到一个小时。	Due to heavy traffic, I will be delayed by an hour.

交通事故是由于他的疏 忽大意。	The car accident was due to her negligence.
乘客们正在被带往他们 的座位。	The passengers are being shown to their seats.
平台附近有停车的地方 吗。	Is there a place to park my car near the platform?
一个女人正在使用公共 电话。	A woman is using a public phone.
交通出现拥堵是由于道 路施工。	The traffic is jammed due to road work.
你知道去机场的近路 吗?	Do you know the shortcut to the airport?
停车场里没有车位了。	There are no spaces left in the parking lot.
这条路的限速是70公里/ 小时。	The speed limit on this road is 70

公共汽车停下让乘客上 车。	The bus has stopped by for passengers to board.
在第一大街右转,然后 一直走到体育馆。	Take a right on the 1st Street, and follow that all the way down to the stadium.
你知道事故时在哪里发 生的吗?	Do you know where the accident took place?
更多人应该使用公共交 通工具。	More people should use the public transportations.
城市里会有很多交通堵 塞,不是吗?	There'll be a lot of traffic jam in the city, won't
交通信号灯要变了。	The traffic light is about to change.
如果你要工作到很晚, 我会顺便去你的办公室 接你。	If you have to work late, then I will stop by your office to pick you up.

	<day 6=""></day>
复印机到星期五才能用。	The copy machine will be out of order until Friday.
这个装备应该被插入可 靠电源。	The device should be plugged into a reliable power source.
买一个新机器超出了我们的预算。	Purchasing a new machine is beyond our budget.
这个机器丢失了一个重 要零件。	The machine was missing a key component.
产品在运送过程中被损坏了。	The product was damaged during delivery.
这个产品不合格。	The product was defective.
这辆旧汽车不能用了。	The old car was no longer efficient.

这个程序中有一个错误。	There is an error in this program.
这辆新车有一个明显的 缺陷。	The new car had an obvious fault.
我的电脑经常死机,所 以我不能很高效地工作 。	My computer freezes so often that I can 't work
我的汽车正在修理厂换机油。	My car is in the garage having the oil changed.
不要开着暖气离开房子。	Don't leave the heater on when you leave the house.
你需要安装正确的软件。	You need to install the right software.
这个机器一整天都在不 停地卡纸。	The machine keeps jamming papers all day long.
他们正在使用割草机。	They are using lawnmowers.
你还在线上吗?	Are you still on line?

打印机不工作了。	The press wasn't operating.
船坏了,正在被修理。	The boat is out service and is being repaired.
桌子上安装了一个高射 投影仪。	An overhead projector has been set up on the
工人们正在更换窗户。	The workers are replacing the windows.
你知道储物柜里还有墨 盒吗?	Do you know if there are some ink cartridges let in the supply cabinet?
复印机关了。	The copier is turned off.
电脑数据需要更新了。	The computer files need to be updated.
	<day 7=""></day>

顾客有权要求退款。	Customers have the right to ask for one's money back.
这款电脑只有白色的有 货。	The computer was only available in white.
他不能找到便宜的商品。	He could not find a bargain.
他对他们的服务不满意。	He is not satisfied with their service.
如果我们不快一点,票 就卖完了。	If we don't hurry the tickets will be sold out.
你认为我们需要一辆购 物车吗?	Do you think we need a shopping
我们可以给你寄一份产品目录吗?	Can we send you a catalogue?
他们刚刚在市区开了一 家新的超市。	They just opened a new chain store downtown.
先生,这是找您的钱。	Here's your change, sir.

他们也许会因为你的迟 到索赔。	They might charge you some for being late.
今天活动的全部收益将 会捐献给慈善机构。	All proceeds from today's event will go to a charity.
这里可选的样式有很多。	There are many styles to choose from.
消费者永远是对的。	The consumer is always right.
这件衬衫很合适。	The shirt was a good fit.
如果你在这个星期购买 我们的产品,我们将提 供免费送货。	If you purchase our product during this week, we will offer free delivery.
去食品店买一些牛奶。	Go to the grocery store and buy some milk.
这个产品有5年的保质期。	This product comes with a full five-year guarantee.

确认一下我们新产品的 清单。	Check out our list of new products.
方便时请登录我们的网站。	Log on to our website when you feel the time is right.
你买之前最好先逛逛。	It is good to look around before you buy.
你知道买什么吗。	Do you know what to look for?
那些鞋已经降价了。	Those shoes are already marked
什么时候打折?	When is it going to be on sale?
这件商品只能在加利福 尼亚的BBC商店买到。	You can buy this item only at BBC outlet in California.
	CDarr ON
	<day 8=""></day>

因为这些书过期了,你 要多支付一些钱。 我可以用信用卡支付	You've got to pay me more because there books are Can I pay by credit
吗?还是必须支付现 金?	card or do I have to pay by cash?
他不含税报价500美元。	He quoted you a price of \$500 without tax.
你可以在架子上的卡中 任选一张。	You can pick one of the cards in the rack.
我在哪里可以买到价格 合理的ipod3音乐播放 器?	Where can I pick up an iPod 3 player for a reasonable
我可以享受20%的优惠 吗?	Can I have a 20% reduction?
顾客要退货需要收据。	The customers need their receipts to refund their items.
你听说退货担保了吗?	Have you heard about the refund guarantee?

我需要重新开清单。	I need to reissue the bill.
我对谁说有关退货规定的事情?	Who do I speak to about the return policy?
他正在够架子顶端的一些商品。	He is reaching for some items on the top of the shelf.
我们去了不远的超市买食品。	We went to the shopping mall not far from there to shop for groceries.
这里有一些条纹的。	Here are some striped ones.
可以帮我看管一下我的 东西吗?	Would you please hold my stuff?
你订阅这份报纸多久 了?	How long did you subscribe to the newspaper?
这条领带和我的西装不 搭。	This tie does not go with my suit.
这个价格含税吗?	Does the price include tax?

在你从网上买票之前请 仔细阅读这个购票规定 。	Please read this ticketing policy carefully before you buy the tickets on the internet.
最近流行什么?	What is the trend these days?
他们说要试试这个。	They said they were going to try this on.
一些水果正在被称重量。	Some fruit is being weighted on a
订阅一年要多少钱?	How much is a yearly
	<day 9=""></day>
他们给予了销售部门更 多的帮助。	They added more help to the sales department.
她是第一位女性申请者。	She was the first female applicant.

如果你对这份工作感兴 趣,请提交一份填好的 表格。	Please return a completed application form if you are interested in the job.
你应该申请珍妮说的那 家咨询公司的工作。	You should apply for the job at that consulting firm Jenny was talking about.
我们计划任命大卫做副 总裁。	We're planning to appoint David to the position of vice president.
我的老板的越南语和法 语都很流利。	My boss is fluent in both Vietnamese and French.
她非常适合公务员工作。	She is well qualified for the government service.
他们那时希望移民海外。	Their hope was to be transferred overseas.

他以前不想在分公司工作。	He did not want to work in a branch office.
萨拉应该被升值。	Sarah deserves a promotion.
汤姆将被任命为这个项 目的主管。	Tom will be designated to head the project.
杰克对于他得到的很差 的评估很不高兴。	Jack was unhappy with his poor evaluation.
这个工作要求至少2年的 工作经验。	This job requires at least 2 years of working experience.
压力是她辞职的一个很 大的因素。	Stress was a big factor in her resignation.
我们开始之前需要得到 批准。	We need to get approval before we proceed.

如果你不按时交作业就会得低分。	If you do not hand the assignment in on time you will receive a lower grade.
你想和我们的主管进行面试吗?	Do you want to have an interview with our director?
简是市场部门的新主管 。	Jane will be the new head of the marketing department.
他们需要雇佣更多的临时员工。	They need to hire more temporary staff.
他们说他将成为人力资 源经理。	The say he will be the human resources manager.
史密斯小姐想执行一个 新的招聘政策。	Ms. Smith hoped to implement a new hiring policy.
	<day 10=""></day>

如果你想晋升的话,需 要提高工作效率。	You need to improve your work efficiency if you want a promotion.
对不起,恐怕我们要让你离开。	I'm sorry, but we are going to have to let you go.
为了产品生产的最后期限,你打算雇佣临时员工吗?	Are you going to hire temporary worker to help manufacture by the deadline?
我可以和市场部的负责 人通话吗?	May I speak to someone in charge of marketing department?
我听说首尔市市长因为 健康原因下个月要退休 了。	I heard the mayor of Seoul is retiring next month due to a health

尽管很困难,我们还是 决定涨5%的工资。	In spite of difficulty, we agreed on a 5% pay raise.
我从哪里得到我的工资 支票?	Where should I pick up my paycheck?
你今天几点下班?	What time did you punch out today?
我想推荐艾瑞克。	I'd like to recommend Eric.
谁今年提前退休了。	Who is retiring early this year?
我尽力和我的同事搞好 关系。	I'm doing my best to socialize with the co-workers.
机器发生故障时管理人在哪里?	Where was the supervisor when the machine broke down?
谁有物品管理室的钥 匙?	Who has the key to the supply room?
她生来就有设计的天赋。	She was born with a talent for design.

我被调到了巴黎。	I'm being transferred to Paris.
这个公司因为工资低而 人手不足。	The company is understaffs because of low salaries.
财会部门的空职位有人了吗?	Has the vacant position in the accounts department been filled?
经过几年的工作,阿什 利被提升为销售部门的 主管。	Ashley has moved up the ranks over the years to become the head of the Sales Department.
	<day 11=""></day>
这条围巾和你的裙子很 搭配。	That scarf is matched well with your skirt.
我很快会赶上你。	I would like to catch up with you soon.

体育馆今天关门。	The stadium is closed for today.
拨电话,然后按2。	Dial the number, then press 2.
我的套装在干洗机里。	My suit is at the drycleaner's
电费账单的期限是明天。	The power bill is due tomorrow.
吃之前确认一下保质期 限。	Check the expiration date before you eat
海伦希望被邀请去送别派对。	Helen hoped to be invited to the farewell party.
萨拉在花盆中种了香草。	Sarah had herbs planted in the flower pot.
燃料价格似乎会再上涨。	Fuel prices look as if they will increase again.
安定下来还需要一定时间。	It will take some time to get

他准备去钓鱼。	He is ready to go fishing.
你可以把洗好的衣服挂 在绳子上吗。	Can you hang the laundry on the
见到您非常荣幸。	It is an honor to meet you.
他们很多年没有见过对 方了。	They have not seen each other in ages.
给您带来不便我们深感 抱歉。	We apologize for the inconvenience.
我可以看一下你的驾照吗?	Can I see your license, please?
我给你冲杯咖啡怎么 样?	Would you like me to make coffee for
好好利用周末是一个好主意。	It's a good idea to make use of the weekend.
对不起,我们所有的操 作人员都正在忙。	We're sorry, but all our operators are busy at the
打一个越洋电话多少钱。	How much is it to make an overseas call?

我经常和我的宠物一起 出去散步。	I always go out for a walk with my pet.
我按照字幕顺序码放我的书。	I placed my books in an alphabetical order.
现在我们赢得比赛的可能性非常大。	Our prospects for winning the game are great at the
代我向你的家里人问好。	Give my best regards to your
	10
	<day 12=""></day>
最好的座位都被预定了。	The best seats are all reserved.
我们下午六点和医生有 约。	I have an appointment to see the doctor at 6
因为堵车所以我会晚点 到。	I will be late because I am stuck in traffic.

这个地方在接下来的两 周里将会施工。 请尽快确定你的预约。	This site will be under construction for the next two weeks. Confirm your
AUV. NOWING MINISTER	reservation as soon as possible.
尽快联系我。	Contact me as soon as you can.
詹姆斯非常想见你。	James looks forward to meeting you.
我们不应该提前预约 吗?	Shouldn't we make a reservation in advance?
你和市场部主管的约会 怎么样?	How did your appointment with the marketing director go?
你介意我取消明天的约 会吗?	Would you mind if I cancelled the appointment tomorrow?

Y00女士没有告诉你有关 取消的事情吗?	Didn't Mrs. Yoo notify you of the cancellation?
我们边喝咖啡边交谈吧。	Let's talk about it over a cup of coffee.
因为坏天气延期了。	It was postponed due to the bad
对不起,我已经有一个 先前的约会了。	Sorry, I already have a previous appointment.
你想要我的预约号码做 什么?	What do you want to do with my reservation number?
我们比预计时间晚。	We're behind schedule.
会议开始被订在星期 一,但是又被推迟到了 下个星期。	The meeting was scheduled for Monday, but it has been put off till next week.
最后她没有出现。	After all, she didn 't show up.

我们为KIM先生办了一个 送别派对。	We threw a farewell party in honor of Mr. Kim.
我真的很想按时到那 里,但是突然出现了很 紧急的事情。	I really wanted to go there on time, but something urgent came up.
	<day 13=""></day>
我怎样开一个账户?	How can I open an account?
我必须在银行确认一下 我的余额。	I have to check my balance at the
银行不喜欢他的信用历史。	The bank was unhappy with his credit history.
你可以填一下这个贷款 申请吗?	Could you fill out this application for the loan?
珍妮犹豫要不要再申请 一份贷款。	Jane was hesitant to take out another loan.

他信用卡的利率太高了。	The interest rate on his credit card was too high.
我会尽快还清我的债务。	I will pay back what I owe as soon as possible.
他没有提取银行保证金 就离开了。	He left without taking the security deposit at the
在这个比赛中我们队代 表我们组。	Our team represented our group at the game.
你从事哪方面的研究?	What field of research are you studying now?
按照这些路标走, 你会 很容易找到银行。	Follow these direction, and you will find the bank easily.
我弟弟是右撇子。	My younger brother is right-handed.

挽起你的做袖子,攥拳头。	Roll up your left sleeve and make a fist, please.
在骑自行车时戴上安全帽对于孩子会更安全。	It is much safer for the children to wear safety helmets when biking.
我打电话来是想看看你 是否还好。	I'm just calling to see if you're all right.
我让清洁工除去污渍。	I asked the cleaner to remove the
我昨天看到你和女朋友 坐出租车。	I saw you were taking a cab with your girlfriend yesterday.
走过两个街区, 右转。	Go down two blocks, turn right.
今晚我吃过晚饭后去散 步了。	I went for a walk after dinner this evening.

他们向不同的方向走。	They walked in different directions.
谁在朝你挥手?	Who's that waving to you?
我们为什么不整理一下 这个房间?	Why don't we straighten up this room?
我想知道附近有邮局吗?	I wonder if there is a post office around here.
	<day 14=""></day>
这封信会由快递员送到。	The letter will arrive by courier.
请快递这个包裹。	Please send the package by express.
请把这个包裹送到二层。	Please deliver the package to the second floor.
在箱子的左侧标明是易 碎的。	Mark the box on the left as fragile.

我们将把发票邮寄过去。	We will send an invoice in the email.
你的货船还没有到。	Your merchandise shipment hasn't arrived.
我会把今晚的会议记录 通知下去。	I'll send a notice out with the minutes from this evening's meeting.
你将把质量控制报告发 送到哪里?	Where will you be sending this quality control
我们将尽快将货物交给 你。	We will ship you the item as soon as we can.
装载的货物将怎样运 送?	How will the shipment be transported?
工人正在卸载货船。	The worker is unloading the shipment.

她住在我家街对面。	She lived across the street from me.
路边有建筑。	There are buildings along the path.
便利店被大火烧毁了。	The convenience store was damaged in the fire.
我们位于市中心的便利 地带。	We are conveniently located in the city center.
居民们期待开一家健身 中心。	Residents were excited to establish a health
我的公寓待租。	My apartment is for rent.
比他一开始想的远很多。	It was much further than he first thought.
街两边的栅栏被漆成白 色	The fences on both sides of the street are being painted white.

洛杉矶经常发生强烈的 地震。	Severe earthquakes often takes place in LA.
包括水电费每月700美元。	It's \$700 a month, including
可以告诉我什么时候要 腾出房子吗?	Could you tell me when I have to vacate the room?
	<day 15=""></day>
我们必须要确认一下今 天早上的日程有什么。	We must check and see what's on this morning's agenda.
年会将在城市饭店举行。	The annual meeting will be held at the City Hotel.
非常高兴能够参加年度会议。	It was a pleasure to attend the annual conference.
员工被鼓励参加讨论会 。	Employees are encouraged to participate in the workshop.

每个月的第一个星期二 将会召开董事会。	A board meeting will be held on the first Tuesday of every month.
奠基仪式将在所有客人 到达之后开始。	The groundbreaking ceremony will start after all the guests arrive.
我们在楼下的会议室见。	Let's meet at the conference room downstairs.
我还没注册报名参加研 讨会。	I haven't enrolled in the seminar yet.
他关于市场战略的演讲 很吸引人。	Her speech on marketing strategies was
朱莉要在星期六做一个 演讲。	Julie had to give a presentation on Saturday.
请把这些传单发给观众 。	Please hand out these papers to the audience.

我们对你的演讲印象深刻。	We were impressed with your presentation.
总裁将会做一个演说。	The president will make an address.
你不去管理层会议吗。	Aren't you going to the management meeting?
会议还在进行。	The meeting is still ongoing.
一层有点心提供。	Refreshment will be available on the first floor.
非会员可以在东入口的 桌子那里注册。	Non-members can register at the tables located in the east entrance.
团队正在向董事会介绍 修改过的报告。	The team is presenting the revised report to the board.

欢迎你参加我们第二次的年度企业家研讨会。 为什么詹姆斯没来员工会议?	I would like to welcome you to our second annual social worker seminar Why isn't James coming to the staff meeting?
谁将负责公司的野餐 会?	Who will take charge of the company picnic?
	<day 16=""></day>
我的表兄在一家跨国会 计公司工作。	My cousin works in a multinational accounting firm.
这个工作将会在报纸上 广告。	The job will be advertised in the paper.
这个男人和这个女人签 订了协议。	The man and the woman signed the agreement.

他的秘书将会处理这些 电话。	His assistant will take care of the calls.
这个月的月度会计审计 将会被取消。	The monthly audit will be cancelled this month.
由于天气不好施工比日程晚了两个星期。	Due to bad weather, construction is two weeks behind schedule.
那条新闻使我们的市场 股票价格上涨。	That news boosted our stock prices in the market.
她可能会挣更多的手续 费。	She might be able to earn a higher commission.
她对好结果有信心。	She was confident of favorable
请一直遵守公司规定。	Always conform to company policy.
施工费超过了预算。	The construction cost was over budget.

想得到更多的信息请访 问我们的网站。	Consult our website for more information.
感激所有贡献。	Any contribution is appreciated.
公司取得了相当的利润。	The corporation makes a healthy profit.
公司承诺负担所有费用。	The company promised to cover any expenses.
你今天能替我吗?	Can you cover for me today?
如果他们不能如期完成将会被解雇。	They would have been fired if they did not meet the deadline.
我要码放我们新到的物品。	I have to display our new arrivals.
请在公众之中发放传单。	Please distribute the flyer among the public.

海外投资是非常高效的 赚钱方式。	Investing overseas is an effective way to make money.
在你开始项目之前最好 得到允许。	It is best to get permission before you start the project.
我们的总部位于日内瓦。	Our headquarters are located in
你可以预付给我钱吗?	Can you pay me in advance?
	<day 17=""></day>
按照说明做。	Follow the instructions to the letter.
她打算去复印文件。	She is going to make a copy of the document.
我没有在这项任务上取 得任何进展。	I am making no progress on this assignment.

管理部门的内部号码是 多少?	What is the extension for the management department?
公司的平均利润是多少?	What is the average profit margin of the company?
ABC银行与ACE商业银行 合并。	ABC Bank merged with ACE Commercial
你多久加班一次?	How often do you work overtime?
这项政策的有效时间是 多久?	How long is this policy good for?
商品上周在仓库里,不 是吗?	The product was in stock last week, isn't it?
你认为我们什么时候可 以达成一致。	When do you think we can reach an agreement?
我不明白为什么第一个 发行日期被推迟。	I don't really understand why the first release date was postponed.

工厂预计什么时候再开工?	When is the plant scheduled to
你能转告他们给我回电 话吗?	Could you please tell them to return my call?
销售代表John和Sam将会分别得到50美元和70美元。	The sales representatives, John and Sam, were given \$50 and \$70, respectively.
为紧急情况储存一些水 怎么样?	How about stocking up on water for emergency?
股东说我们这个季度的 市场占有率增长了10%。 问题马上会被处理。	The stockholder said that our market shares had increased this quarter by 10%. The problem will be
	taken care of shortly.
你为什么不同技术人员 说这个问题?	Why don't you talk to the technician about the problem?

最近股票市场暴跌的原 因是什么?	Why is the stock market tumbling these days?
箱子被搬到了仓库。	The crates are being moved into the warehouse.
为了赢得合约我可以做 任何事情。	I will do anything to win the
	<day 18=""></day>
你可以在网上预订住宿。	You can book your accommodations online.
你必须尽快安排飞机票 。	You should arrange the airline tickets as soon as
一年的这个时候徒步登 山非常好。	As this time of year it is great to go hiking in the mountains.
酒店在圣诞节时将会被 全部订满。	The restaurant will be fully booked on Christmas.

一般有必要在火车上预订座位。	It is always necessary to book a seat on the train.
场面激动人心。	The view was breathtaking.
请向乘务员出示车票。	Please show your ticket to the conductor.
主方国家的风俗使他困惑。	The customs of the host country confused him.
我的护照快到期了。	My passport is about to expire.
JILL喜欢探访新城市。	Jill loved to explore new cities.
我需要休假去看爸爸。	I need to get some time off to visit my father.
旅行日程将会用电子邮 件发送给你。	The travel itinerary will be emailed to you.

你什么时候离开去越南。	I need to get some time off to leave for Vietnam?
我想搬到另一个城市。	I wanted to move to another country.
机票不可以退,并且只可以用来乘坐AB航空公司的航班。	Tickets are non- refundable and valid only on AB
在机场通过入境通道时花了很长时间。	It took a long time to pass through Immigration at the airport.
她手中拿着护照。	She is holding her passport in her hand.
你把你的物品放在了飞 机什么地方。	Where did you leave your possessions on the plane?
他因为时差受苦。	He is suffering from jet lag.
去中国的万里长城怎么 样?	How about going to the Great Wall of China?

我已经提前和旅行社预约了。 旅行社建议我们最好周末去那里。	I made a reservation at a travel agency in The travel agent suggested that we'd better go there on the weekend.
	<day 19=""></day>
你对什么药物过敏吗?	Are you allergic to any medicine?
我觉得不是很舒服,我 想我可能得打电话请病 假。	I'm not feeling well. I think I might call in sick.
她看上去好像得感冒了。	She looks likes she might come down with a cold.
医生正在为他的病人检 查。	The doctor is examining his patient.
体育馆只有最好的器材。	The gym had only the best equipment.

吃油腻的食物会导致心 脏疾病。	Eating fatty food can result in heart disease.
为了保护你的牙齿,请 一天刷三次牙齿。	Brush your teeth three times a day to protect your
祝愿你尽快康复。	I wish you a speedy recovery.
为了健康我将减少吃快 餐。	I will reduce all the fast food I eat for my health.
每次饭后吃这种药。	Take this medicine right after each meal.
我为了健康体型加入了 健身俱乐部。	I signed up for the fitness club so as to get into shape.
她强调了健康饮食的重 要性。	She stressed the necessity of a healthy diet.
我妈妈不太可能完全康 复。	It is unlikely that my mom will fully recover.

你必须更加关注你的健 康。	You should be more concerned about your health.
我扭伤的关节肿得很大。	My sprained wrist swelled so big.
等候名单里的病人在等待室。	The patients on the waiting list are in the waiting room.
观众正在看这个男人弹 吉他。	The audience is watching the man playing a guitar.
展示会将在下周初开始。	The exhibition will start early next week.
你星期五晚上想和我们 一起听管弦乐队演出 吗?	Would you like to join us this Friday night to hear the orchestra?
你可以坐在座位上看我 们孩子的演出。	You can take your seats and watch our children perform.
演出包餐。	The show will include meals.

主演是谁。	Who's in the lead
	role?