Unit 1 Receiving Visitors

各 Section 单词与句型总结

Section A Meeting a Visitor at the Airport (Transcript 1.2)

词汇 Vocabulary

intend /ɪn'tend/	v. 打算，想要 *e.g.* I intend to take you to your hotel first. 我打算先带你去酒店。
baggage /'bægɪdʒ/	n. 行李 *e.g.* May I help you with your baggage? 我帮你拿行李好吗？
exit /'eksɪt/	n. 出口处 *e.g.* make our way to the exit 朝出口走

句型 Sentence Patterns

Hello. I'm Mary Lee from London Electronics.	你好，我是伦敦电子公司的 Mary Lee。
Nice to meet you. / Nice to meet you, too.	很高兴见到你。/ 我也是。
It's good of you to come and get me.	你能来接我真是太好了。
Not at all.	不客气 / 别客气。
Have you been waiting long?	你等很久了吗？
How was the flight?	航班怎么样？
So where to now?	现在去哪儿？
May I help you with your baggage?	我帮你拿行李好吗？
No, I can manage, thanks.	不用了，我自己能行，谢谢。
Is the hotel far from here?	酒店离这儿远吗？
Just a twenty-minute ride.	坐车大概二十分钟。

🎧 预判技巧 Listening Prediction Tips

1	**看标题预判场景** 标题"Receiving visitors"+"at the airport"→ 对话一定发生在机场，话题是接机。听到"Mr. Jensen?"疑问语气 → 预判：确认身份，接下来会自我介绍。
2	**抓职业关键词预判话题走向** "from London Electronics" → 商务接待，后面必问航班(How was the flight?)和行程安排(where to now?)。
3	**听问题预判答案方向** "How was the flight?" → 答案是评价词(fine/great/not bad)；"Is the hotel far?" → 答案是距离判断(not far/just X minutes)。
4	**听 May I...?预判回答** "May I help you with your baggage?" → 礼貌拒绝或接受。男士答"No, I can manage" = 自理。

Section B Meeting Visitors — Four Conversations (Transcript 1.4)

词汇 Vocabulary

assistant /əˈsɪstənt/	n. 私人助理 *e.g.* I'm Emma Scott, Mr. Johnson's personal assistant. 我是 Johnson 先生的私人助理 Emma Scott。
on schedule	准时，按计划 *e.g.* I arrived on schedule. 我准时到达了。
bumpy /ˈbʌmpi/	adj. 颠簸的；不平的 *e.g.* A bit bumpy coming in to land, but not bad. 降落时有点颠簸，但还行。

句型 Sentence Patterns

Excuse me, aren't you Mr. John Grant?	打扰一下，您是 John Grant 先生吗？
How do you do, Mr. Grant?	您好，Grant 先生。（正式初次见面问候）
I'm glad to have the chance to meet you.	很高兴有机会见到您。
How was your flight? / Did you have a good flight?	航班怎么样？/ 航班顺利吗？
It was great and I arrived on schedule.	很好，我准时到了。
It's good to see you again.	再次见到你真好。
Thank you for meeting me.	谢谢你来接我。
Not bad. A bit bumpy coming in to land.	还行。降落时有点颠簸。
I don't know if you remember me.	不知道你还记不记得我。
We met in Boston at the meeting last March.	我们去年三月在波士顿的会议上见过。
How are you doing? / How about you?	你最近怎么样？
How's business?	生意怎么样？
I'm sorry to hear that. I hope things will improve soon.	听到这个很遗憾。希望情况会好转。
Let's hope for the best.	往好处想吧 / 抱最好的希望。

🎧 预判技巧 Listening Prediction Tips

1	**四段对话结构预判** 四段都是 Meeting Visitors → 每段结构固定：问候→航班/旅途→寒暄/业务。听第一句就知道在第几步。
2	**听前扫选项提取关键词** 选项含 airport/hotel/office → 预判考地点(where)；含 first visit/business trip → 预判考细节判断。
3	**听开头句预判对话功能** "Excuse me, aren't you...?" → 接人场景；"Good to see you again" → 老熟人重逢；"How are things?" → 寒暄近况。
4	**听到态度词预判考点** "Not bad""Quite smooth""A bit bumpy" → 这些评价词往往是考点，注意区分褒贬。
5	**选项有相同词→话题线索；不同部分→考点差异** 如选项 A/B/C 都有"flight"，说明考航班细节；差异在评价词(great/not bad/bumpy)，重点听评价。

Section C Saying Goodbye / Departure (Transcript 1.8)

词汇 Vocabulary

departure /dɪˈpɑːtʃə(r)/	n. 离开，启程 *e.g.* Is there anything I can do for you before your departure? 你启程前我还能为你做些什么吗？
on one's behalf	代表某人，为了某人 *e.g.* Thank you for all the trouble you've taken on my behalf. 谢谢你为我费心。
impress /ɪmˈpres/	v. 给……留下深刻印象 *e.g.* I'm very much impressed by your hospitality! 你的热情好客给我留下了深刻印象！
tiring /ˈtaɪərɪŋ/	adj. 令人疲劳的 *e.g.* You'll be having a long and tiring journey tomorrow. 你明天将有一段漫长而劳累的旅程。

句型 Sentence Patterns

How time flies!	时间过得真快！
I must say goodbye to you.	我得跟你告别了。
Is there anything I can do for you before your departure?	你离开前我还能帮你做什么吗？
Thank you for all the trouble you've taken on my behalf.	谢谢你为我费心。
I'm very much impressed by your hospitality!	你的热情好客让我印象深刻！
Don't mention it. It's a pleasure for us to help you.	别客气。能帮到你是我们的荣幸。
When will your plane take off?	你的飞机什么时候起飞？
You're supposed to be at the airport three hours before the departure.	你应该在起飞前三小时到机场。
How long will it take from the hotel to the airport?	从酒店到机场要多久？
I'll come to pick you up around 7:30.	我大概 7:30 来接你。
It's getting late. You'd better have a good rest tonight.	时候不早了。你今晚最好好好休息。
See you tomorrow morning then.	那明早见。

🎧 预判技巧 Listening Prediction Tips

1	**看标题预判话题链** "Saying Goodbye" → 告别→感谢→行程安排→祝福。听到"How time flies" → 预判后面是告别+感谢。
2	**抓时间词预判考点** "take off""pick you up""departure""three hours before" → 时间细节是必考点。听到时间词立刻记数字。
3	**听问题预判答案类型** "When will your plane take off?" → 答案是时间；"How long from hotel to airport?" → 答案是时长。
4	**听到建议句预判考点** "You'd better have a good rest""You're supposed to be at the airport three hours before" → 建议句往往是考点，记住建议内容。

Section D Language Study — Word Study Sentences (Transcript 1.10)

词汇 Vocabulary

impression /ɪmˈpreʃn/	n. 印象 *e.g.* get a very good impression 留下很好的印象
cooperation /kəʊˌɒpəˈreɪʃn/	n. 合作，配合 *e.g.* Thank you for your cooperation. 谢谢你的配合。
furious /ˈfjʊəriəs/	adj. 狂怒的 *e.g.* Her family are furious that her name has been published. 她的名字被曝光，家人很恼火。
copyright /ˈkɒpiraɪt/	n. & v. 版权；给……以版权保护 *e.g.* Who owns the copyright of this book? 谁拥有这本书的版权？

重点句型（语法示范）

It's so noisy here that I could hardly hear a word of what she was saying.	这里太吵了，她说的我几乎一个字都听不见。（so...that... 结果状语从句）
The captain was the last one to leave the sinking ship.	船长是最后一个离开沉船的人。（the last one to do sth.）
Without light and water, the plants stop growing.	没有光和水，植物就停止生长。（without 引导的虚拟条件）
Competition should beat the price down.	竞争应该会压低价格。（beat down 压低）

🎧 预判技巧 Listening Prediction Tips

1	**Quiz A 短对话 5 题：听前扫选项→预判场景** 选项含 airport/office/phone → 预判对话场景；选项含 meet/pick up → 预判对话功能。先确定场景再听，事半功倍。
2	**Quiz B 长对话：选项关键词差异法** 选项更长，提取关键词差异点。如选项 A"first visit"B"business trip"C"family visit" → 差异在 visit 目的，重点听目的相关句。
3	**Quiz C 填空：预判词性** 空格前是"to" → 可能填动词原形；空格前是形容词 → 可能填名词；根据上下文预判内容方向。
4	**Quiz D 问答：预判答案类型+长度** 题目要求"no more than 3 words" → 答案一定是短词组。听到"Who/What/How" → 预判答案是人/物/方式。
5	**通用：选项相同词=话题线索，不同部分=考点差异** 所有选项都有"visitor" → 话题是访客；差异在动作 (greet/direct/escort) → 考点在具体动作。

Section Part Four Quiz — 答案速查 (Transcript 1.13–1.16)

Quiz A（短对话选择题）

1. D (Meet an engineer.)	女士请男士去接新工程师 Mr. Smith。
2. C (At the airport.)	男士来送机，对话发生在机场。
3. A (Good.)	女士说"Couldn't be better"，旅程很好。
4. B (Not long.)	男士说"just arrived ten minutes ago"。
5. C (The next morning.)	女士说会议明天早上才开始。

Quiz B（长对话选择题）

1. D （At Mr. Cooper's office.）	Ms. Clark 到 Mr. Cooper 办公室拜访。
2. D （First visit to Sydney.）	女士说这是她第一次来悉尼。
3. D （Doing a new project.）	男士正在做新项目，进展顺利。
4. A （It is going well.）	男士说"Quite smooth"。
5. C （Rainy and cloudy.）	伦敦天气：下雨多云，典型的英国天气。

Quiz C（短文填空）

1. involve	问候通常涉及某种身体接触。
2. most Asian countries	大多数亚洲国家的人不习惯在公共场合有身体接触。
3. a bow	日本人更倾向于鞠躬。
4. prayer position	泰国人双手合十如祈祷姿势。
5. hug the host	如果美国人在日本或泰国试图拥抱主人会很尴尬。

Quiz D（短文问答）

1. Your company	作为秘书，你代表你的公司。
2. The receptionist	大公司由前台接待访客。
3. his company	需获取访客姓名、公司、来访性质、想见的人。
4. directing the visitor	首次来访，秘书去前台引导访客到办公室。
5. greeting all visitors	小公司秘书还兼任前台，接待所有访客。

— Unit 1 总结完 —