

Preface

Easy Chinese Series is intended for learners not studying in school. In the title of this product, the word “Easy” says it all: this is an easy and practical Chinese course helping learners to get achievement fast. It is produced in order to bring more people into contact with Chinese, and to give them an opportunity to speak Chinese, write characters, learn to communicate with Chinese people and cope with some practical problems in a short period of time without going to class, having no teachers, nor grueling schedules, nor the drudgery of learning grammatical rules and writing characters with complex strokes.

Easy Chinese Series contains two parts: *Understanding Chinese* is produced for non-Chinese who are interested in Chinese and Chinese culture, and wish to communicate with Chinese people. *Speak Out* is produced for learners who have little time, but have to use basic Chinese in their daily work or life.

Easy Chinese Series can be used not only as study material, but also as an emergency reference while living, studying, working or traveling in China.

Easy Chinese Series is a multimedia set including books, MP3s and DVDs. It can also be used via television networks or the Internet. It offers learners a multimedia, multi-faceted option for learning Chinese.

Chief Compiler

To the Learner

Understanding Chinese is one of the two textbooks of the “Easy Chinese Series”. There are some differences between the Chinese and English titles of this textbook. The Chinese title is *Qingsong Rumen*. *Qingsong* means “nice and easy”. *Rumen* means “to enter the gate”. This title was chosen because we hope the readers of this textbook are able to take a nice and easy approach to entering the world of Chinese language study. Its English title is *Understanding Chinese*. This title was chosen because learning a language requires learners to understand more than just the language itself. When learning a language, understanding its people, culture, and society are just as important as understanding the language itself, hence the title *Understanding Chinese*. The English and the Chinese titles are to complement each other, for when learners truly understand the Chinese language, the people, culture and society, learning Chinese will become nice and easy.



There are no complicated grammatical explanations or teaching of strokes of characters and stroke orders in this textbook. The main purpose of this textbook is to offer beginners of the Chinese language a practical means to learn fundamental Chinese, the cultural dos and

don'ts, and differences between Western and Chinese cultures. In teaching fundamental Chinese, this textbook presents useful expressions and idioms for real-life situations, which will allow learners to learn practical Chinese quickly and effectively.

Understanding Chinese is divided into two parts and contains thirty-eight units, each featuring:

- ◆ **Subject** outlines the topic of the unit.
- ◆ **Language Focus** provides “key phrases and sentences” that you will need in real-life situations. The headphone signs indicate that there are recordings of the phrases and sentences in the MP3, where the phrases and sentences are read in both a slow speed and a standard speed. The slow-speed reading will allow learners to clearly hear what is being said and to focus on the proper pronunciation of each word. The standard-speed reading mimics the real-life conversation, thus making it a practical real-life learning experience.
- ◆ **Dialogues** provides a context for readers to learn key sentences and phrases, so that they can have a better understanding of how Chinese people express themselves in real-life situations. The Chinese texts, their *pinyin* and English translations are provided for easy and clear cross-referencing. In addition, the headphone and the CD signs indicate that there are corresponding recordings and kinescopes for the dialogues. Moreover, in the MP3, learners can listen to the dialogues in either slow speed or standard speed. Moreover, they can watch the video clips in the DVD that depict the real-life situations presented in the textbook.

- ◆ **Notes** provides in-depth explanations of difficult language points and cultural aspects, helping learners to express themselves correctly and appropriately in Chinese. Additional explanations are displayed next to real-life examples, making it convenient and easy to look up.
- ◆ **Exercises**, providing exercises of various levels based on the sentences and phrases occurring in the text, gives learners the opportunity to practice what they have learned. The key signs indicate that there are answer keys attached at the end of this book.
- ◆ **Cultural Tips** illustrates cultural differences in communication in some situations with concise expressions, and displays information which is the most important but easy to be ignored. This will help you communicate with Chinese successfully with the simplest Chinese and communication strategies.
- ◆ **Language Enrichment** provides you with additional useful phrases and sentences related to the subjects covered. Recordings are also available for this section.

If learners want to have a thorough understanding of what he or she has learned, we suggest that they start from the beginning of each unit and work through the entire one. If time is a problem, you may jump directly to Language Focus and Cultural Tips.

In addition, the appendix in the end of the textbook contains the vocabulary, expressions and phrases covered in the Subject, Language Focus, Dialogues, Exercises and Language Enrichment sections, which are presented in both Chinese and English for learners' convenience.

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词类缩写表

Abbreviations for Parts of Speech

Abbreviation	Grammar Terms in English	Grammar Terms in Chinese
<i>adj.</i>	Adjective	形容词
<i>adv.</i>	Adverb	副词
<i>ap.</i>	Adjective Phrase	形容词短语
<i>IE.</i>	Idiomatic Expression	习惯用语
<i>int.</i>	Interjection	叹词
<i>m.</i>	Measure Word	量词
<i>mdpt.</i>	Modal Particle	语气助词
<i>n.</i>	Noun	名词
<i>np.</i>	Noun Phrase	名词短语
<i>num.</i>	Numerals	数词
<i>opv.</i>	Optative Verb	能愿动词
<i>part.</i>	Particle	助词
<i>pn.</i>	Proper Noun	专有名词
<i>pre.</i>	Prefix	词头
<i>prep.</i>	Preposition	介词
<i>pron.</i>	Pronoun	代词
<i>qp.</i>	Question Pronoun	疑问代词
<i>v.</i>	Verb	动词
<i>vp.</i>	Verb Phrase	动词短语

01

Lesson 1

基本交际用语

Jīběn Jiāoji Yòngyǔ

Hello & Goodbye

学习主题
Subject



How to greet, thank people and what will Chinese say when they part with each other? These are the most frequently used expressions and among the first things you should know.

学习重点 Language Focus



重点词 Key Words and Phrases

- | | | | |
|-------|---------|--------------|---|
| ① 你 | nǐ | <i>pron.</i> | you |
| ② 好 | hǎo | <i>adj.</i> | good; well |
| ③ 我 | wǒ | <i>pron.</i> | I; me |
| ④ 谢谢 | xièxie | <i>v.</i> | thank |
| ⑤ 不客气 | bú kèqi | <i>v.</i> | you're welcome; don't mention it;
that's all right |
| ⑥ 再见 | zàijiàn | <i>v.</i> | goodbye; see you |



重点句 Key Sentences

- ① 你好!
Nǐ hǎo!
How do you do?

- ② 谢谢!
Xièxie!
Thanks.

- ③ 不客气!
Bú kèqi!
You're welcome.

- ④ 再见!
Zàijiàn!
Goodbye.

会话示例 Dialogues



I

[服务台。]

客 户：你好！

服务员：你好！ ①

客 户：我找杨经理 ②。

服务员：请稍等。

II

[路遇熟人。]

A：你好！

B：你好！你好！你好！ ③

III

[茶馆里。]

服务员：请喝茶！

顾 客：谢谢！

服务员：不客气！

IV

[公司下班时。]

同事A：再见！ ④

同事B：再见！

[Fúwùtái.]

Kèhù: Nǐ hǎo!

Fúwùyuán: Nǐ hǎo!

Kèhù: Wǒ zhǎo Yáng jīnglǐ.

Fúwùyuán: Qǐng shāo děng.

[Lù yù shúrén.]

A: Nǐ hǎo!

B: Nǐ hǎo! Nǐ hǎo! Nǐ hǎo!

[Cháguǎn lǐ.]

Fúwùyuán: Qǐng hē chá!

Gùkè: Xièxie!

Fúwùyuán: Bú kèqì!

[Gōngsī xià bān shí.]

Tóngshì A: Zàijiàn!

Tóngshì B: Zàijiàn!

注释 Notes

I

[At the reception desk.]

Client: Hello!

Receptionist: Can I help you?

Client: I'm looking for
Manager Yang.

Receptionist: Please wait a
moment.

II

[Meeting an acquaintance.]

A: Hello!

B: Hello!

III

[At a tea house.]

Waitress: Please have some
tea!

Customer: Thanks!

Waitress: You're welcome!

IV

[At time to get off duty.]

Colleague A: Goodbye.

Colleague B: Goodbye.

① [你好] is probably the most frequently used expression to greet someone. It can be used on many occasions, formal or informal, and to various people, whom you meet for the first time or whom you've known for a long time. You can always use “你好” to greet them, and the reply is also “你好”.

[您] is a respectful way of saying “你”. When greeting someone who is older or holds a higher position, you can use “您好” to show respect.

② [经理] is a job title. When addressing someone, people in China often use the pattern of “surname + position/title” to show respect, for instance, “李老師 *Lǐ lǎoshī*”, which literally means Teacher Li.

③ Sometimes people also use more than one “你好” to express how happy and excited they are to meet someone.

④ In Chinese, the most frequently used word to say goodbye is “再见”. “再” means “again” and “见” means “see”. So if we put them together, “再见” means “hope to see you again”.



练习

Exercises

一、从右栏给左栏的词语找到对应的英文释义。

Match the Chinese expressions with the English ones.

不客气	bú kèqì	Thanks.
你好	nǐ hǎo	You're welcome.
再见	zàijiàn	Hello!
经理	jīnglǐ	manager
谢谢	xièxie	Goodbye.



二、根据你的年龄特征，选择合适的选项填空。

Choose the proper answer according to the context.

1. When you meet an elder who is about seventy or eighty, you can say _____; when you meet your boss, who is about fifty, you can say _____.

A. 你好! Nǐ hǎo! B. 您好! Nín hǎo! C. 你们好! Nǐmen hǎo!

2. When someone thanks you for your help, you can say _____; when you are satisfied with the service at a restaurant, you can say to the waiter _____; when you walk your guests to the door, you can say _____.

A. 谢谢! Xièxie! B. 不客气! Bú kèqì! C. 再见! Zàijiàn!

三、意念表达。

Express the following functions and notions.

- When visiting your friend, you meet his parents. Please greet them.
- Say goodbye to your colleagues when you are about to get off duty.

四、实践汉语。

Practice your Chinese.

You are attending a lecture at your embassy in Beijing, where you find quite a number of Chinese scholars and university students. Try to make some Chinese friends.



实用一点通

Cultural Tips

The most common way of greeting people is “你好” and you can use it to greet people you meet anytime and anywhere. A greeting and a smile will erase the distance between you. Don't worry if your tone is not correct or the handshake is not sincere enough. A simple “你好” will make you two friends, and then all the good things will follow.



应变百宝囊

Language Enrichment



- | | | |
|-----------|------------------------|----------------------------------|
| ① 你（们） | nǐ (men) | you |
| ② 我（们） | wǒ (men) | I (we); me (us) |
| ③ 他（他） | tā (men) | he (they); him (them) |
| ④ 你们好！ | Nǐmen hǎo! | How do you do? |
| ⑤ 您贵姓？ | Nín guìxìng? | May I have your surname, please? |
| ⑥ 欢迎你！ | Huānyíng nǐ! | Welcome. |
| ⑦ 认识你很高兴！ | Rènshi nǐ hěn gāoxìng! | Nice to meet you. |