

<<餐饮英语>>

图书基本信息

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作者：赵丽 编

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## 前言

我国高职高专教育的春天来到了。

随着国家对高职高专教育重视程度的加深，职业技能教材体系的建设成为了当务之急。

高职高专过去沿用和压缩大学本科教材的时代一去不复返了。

语言学家Harmer指出：“如果我们希望学生学到的语言是在真实生活中能够使用的语言，那么在教材编写中接受技能和产出技能的培养也应该像在生活中那样有机地结合在一起。

”教改的关键在教师，教师的关键在教材，教材的关键在理念。

我们依据《高职高专教育英语课程教学基本要求》的精神和编者做了大量调查，秉承“实用为主，够用为度，学以致用，触类旁通”的原则，历经两年艰辛，为高职高专学生编写了这套专业技能课和实训课的英语教材。

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### 内容概要

《餐饮英语》一书，按照高等职业教育英语教学的性质和目标要求，以餐饮行业岗位为背景，围绕餐饮服务工作任务设计教学内容，具有鲜明的针对性。

本教材内容全面、新颖独特、实用性强，情景设置与餐饮服务人员的实际工作密切相关，涵盖了餐饮服务的各个环节，突出了餐饮行业的实际操作的特点。

本教材遵循功能语言学的教学原理，采用任务型教学模式，注重语言技能与职业知识技能的整合，加大了语言的输出量，体现了“在做中学”的教学理念。

本教材适用于餐饮管理专业学生、英语专业学生及有意于从事餐饮行业工作的有识之士。

## 书籍目录

Unit 1 Making and Accepting a Reservation Part A Making and Accepting a Reservation Part B Offering an Alternative to the Guests When Their Needs Are Not Available  
 Unit 2 Receiving the Guests Part A Receiving the Guests with the Reservation Part B Receiving the Guests without the Reservation  
 Unit 3 Ordering Food and Taking orders Part A Asking and Explaining Dishes Part B Recommending Dishes  
 Unit 4 Ordering Food and Taking Orders Part A Asking What the Guest Prefers Part B Room Service  
 Unit 5 Ordering Dishes Part A Asking and Telling If Dessert Is Wanted Part B Asking and Telling If Dessert Is Wanted  
 Unit 6 Paying the Bill Part A Asking for the Bill and Ways of Paying Part B Explaining the Charge and Handling Mistakes on the Bill  
 Unit 7 Bar Service Part A Asking What the Guest Wants to Drink Part B Telling What Is Wanted  
 Unit 8 Bar service Part A Asking before Serving and Serving the Guest Part B Asking How Much Is Owed and Saying Goodbye  
 Unit 9 Handling Complaints Part A Complaining about Drinks Part B Complaining about Meat and Food  
 Unit 10 Handling Complaints Part A Complaining about Service Part B Showing the Way of Dealing with Complaints

## 章节摘录

插图：You should explain to the guest patiently and offer an alternative if the time or date the guest needs is not available. Hold the guest on the waiting list if he or she insists on a certain time or date. A "reserved" card made for the guest on the assigned table will be preferable as it will make the guests feel especially important. A prior arrangement including the time, the menu, the wine and the payment should be made if a large party wants to have a dinner. Learning Tips Guidelines for Taking Reservations by Phone What should the restaurant clerks do when they are taking reservations from the guests by phone ?

For those that take a reservation, telephone courtesy is a must. Greet your guest warmly, when you are being called. Then, get the necessary information for the proper reservation in an organized manner. That means, you need to make clear the request of the guest, including the name of the guest, the number of the party, the date and time, and any special requirements. After that you should repeat these information to confirm it with the guest.

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《职场英语》贴近工作岗位，突出岗位情景。  
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