

2. Yes/No 問題

以 Yes 或 No 回答的問題，有時 Yes 或 No 本身會省略。

(1) 以助動詞開頭的問題（如：Do, Does, Did, Have, Has, Had... 等）

● A: Will you be taking some time off next month?

B: A couple of days, at least.

A: 你下個月是不是會休假一陣子？

B: 至少會休個幾天。

(2) 以 be 動詞開頭的問題（如：Was, Are, Were, Is... 等）

● A: Are they moving their offices to the south border soon?

B: A decision hasn't been made yet.

A: 他們是不是不久後就要把辦公室搬到南界去？

B: 一切尚未決定。

3. 表「要求」、「提供」、「邀請」或「建議」的問句

(1) How about...? →表「提議」或「邀請」

● A: How about giving me a hand with the printer?

B: Sure. Let me hold it for you.

A: 幫我拿一下印表機可以嗎？

B: 沒問題。我來幫你拿著。

(2) Could you...? →表「要求」

● A: Could you keep an eye on my luggage?

B: Sure, it's my pleasure.

A: 你能不能幫我看一下行李？

B: 沒問題，樂意之至。

(3) Why don't I...? →表「提出建議」

● A: Why don't I give you my company's phone number?

B: That'd be great.

A: 我何不把我們公司的電話號碼給你？

B: 這樣很好。

(4) Would you like...? →表「提供」

● A: Would you like the room with the pool view?

B: Sounds great!

A: 您要不要可以看到游泳池的房間？

B: 聽起來很不錯！

Tips

表「邀請」的句型：

- Would you...?
- Do you want to...?
- Won't you...?
- Would you like to...?

表「請求」的句型：

- Is it OK/possible/all right if I...?
- Could/Can you...?
- Could/Can I...?
- Would/Will you...?
- May I...?
- Do you mind if I...?
- Would you mind + Ving...?
- I was wondering if you could...?
- Please + V... (祈使句)

表「提供」的句型：

- Can I get you...?
- May I give you a hand with...?
- Can I help you with...?
- Shall I get you anything to...?

表「提供建議」的句型：

- Why not + V?
- What don't we/you + V?
- What/How about + Ving/N?
- Shall we + V?
- If I were you, I'd + V.
- You'd better + V.
- Let's + V.
- We may/might (as well) + V.
- Try + Ving.
- Have you ever thought of + Ving?
- I advise you to + V.

表「詢求建議」的句型：

- What do you advise that I + V?
- Do you have any advice about + Ving?
- Do you have any ideas about how to + V?
- How do you suggest that I + V?
- What do you think I should + V?

表「詢問意見」句型：

- How does... sound to you?
- How do you like + Ving?
- What do you think of...?