

日常会话中文 500 句：

搞定中国人 99% 的交流场景

500 Chinese Sentences for Daily Conversation

学会这 500 句，告别“沟通障碍”！覆盖问候、购物、出行、餐饮、社交等 10 大高频场景，
拼音标调 + 英文对照，零基础也能快速上手，轻松与中国人自由交流～

Master These 500 Sentences to Say Goodbye to "Communication Barriers"! Covering 10 high-frequency scenarios including greetings, shopping, transportation, dining, and socializing, with Pinyin with tone marks + English translations. Even beginners can pick them up quickly and communicate freely with Chinese people effortlessly~

一、基础问候与寒暄 (Basic Greetings & Small Talk) 「60句」

中文句子	完整拼音	英文解释
你好!	Nǐ hǎo!	Hello!
早上好!	Zǎoshang hǎo!	Good morning!
下午好!	Xiàwǔ hǎo!	Good afternoon!
晚上好!	Wǎnshang hǎo!	Good evening!
你怎么样?	Nǐ zěnmeyàng?	How are you?
我很好, 谢谢!	Wǒ hěn hǎo, xièxie!	I'm fine, thank you!
我还行。	Wǒ hái xíng.	I'm okay.
不太好。	Bú tài hǎo.	Not very good.
你呢?	Nǐ ne?	What about you?
好久不见!	Hǎo jiǔ bújiàn!	Long time no see!
最近过得怎么样?	Zuìjìn guò de zěnmeyàng?	How have you been recently?
一切都好。	Yīqiè dōu hǎo.	Everything is good.
还不错。	Hái búcuò.	Not bad.
你叫什么名字?	Nǐ jiào shénme míngzì?	What's your name?
我叫李明。	Wǒ jiào Lǐ Míng.	My name is Li Ming.
很高兴认识你!	Hěn gāoxìng rènshi nǐ!	Nice to meet you!
我也很高兴认识	Wǒ yě hěn gāoxìng rènshi	Nice to meet you too!

你!	nǐ!	
你是哪里人?	Nǐ shì nǎlǐ rén?	Where are you from?
我是美国人。	Wǒ shì Měiguó rén.	I'm American.
你来自哪个国家?	Nǐ láizì nǎge guójiā?	Which country are you from?
我来自英国。	Wǒ láizì Yīngguó.	I'm from the UK.
你会说英语吗?	Nǐ huì shuō Yīngyǔ ma?	Can you speak English?
我会说一点英语。	Wǒ huì shuō yìdiǎn Yīngyǔ.	I can speak a little English.
你汉语说得真好!	Nǐ Hànyǔ shuō de zhēn hǎo!	You speak Chinese really well!
过奖了, 我还在学习。	Guòjiǎng le, wǒ hái zài xuéxí.	You flatter me, I'm still learning.
请多指教!	Qǐng duō zhǐjiào!	Please give me more advice!
谢谢!	Xièxie!	Thank you!
不客气!	Bú kèqì!	You're welcome!
不用谢!	Búyòng xiè!	No need to thank me!
对不起!	Duìbuqǐ!	Sorry!
没关系!	Méi guānxì!	It's okay!
没关系, 别在意。	Méi guānxì, bié zài yì.	It's fine, don't worry about it.
打扰一下!	Dǎrǎo yīxià!	Excuse me!
劳驾!	Láo jià!	Excuse me (polite)!
再见!	Zàijiàn!	Goodbye!

明天见！	Míngtiān jiàn!	See you tomorrow!
回头见！	Huítóu jiàn!	See you later!
下次见！	Xiàcì jiàn!	See you next time!
一路顺风！	Yīlù shùnfēng!	Have a safe trip!
祝你好运！	Zhù nǐ hǎo yùn!	Good luck to you!
晚安！	Wǎn'ān!	Good night!
今天天气真好！	Jīntiān tiānqì zhēn hǎo!	The weather is really nice today!
是啊，很舒服。	Shì a, hěn shūfu.	Yes, it's very comfortable.
今天有点冷。	Jīntiān yǒudiǎn lěng.	It's a bit cold today.
今天很热。	Jīntiān hěn rè.	It's very hot today.
要下雨了。	Yào xià yǔ le.	It's going to rain.
下雨了。	Xià yǔ le.	It's raining.
天晴了。	Tiān qíng le.	It's sunny.
你喜欢这里的天气吗？	Nǐ xǐhuān zhèlǐ de tiānqì ma?	Do you like the weather here?
还可以。	Hái kěyǐ.	It's okay.
我喜欢晴天。	Wǒ xǐhuān qíngtiān.	I like sunny days.
你今天忙吗？	Nǐ jīntiān máng ma?	Are you busy today?
我很忙。	Wǒ hěn máng.	I'm very busy.
我不忙。	Wǒ bú máng.	I'm not busy.

你周末有什么计划？	Nǐ zhōumò yǒu shénme jíhuà?	Do you have any plans for the weekend?
还没有。	Hái méiyǒu.	Not yet.
我打算去逛街。	Wǒ dǎsuàn qù guàng jiē.	I plan to go shopping.
祝你玩得开心！	Zhù nǐ wán de kāixīn!	Have a good time!
谢谢，你也是！	Xièxie, nǐ yě shì!	Thank you, you too!

二、日常出行 (Daily Transportation) 「70 句」

中文句子	完整拼音	英文解释
请问，地铁站在哪里？	Qǐngwèn, dìtiě zhàn zài nǎlǐ?	Excuse me, where is the subway station?
公交站怎么走？	Gōngjiāo zhàn zěnme zǒu?	How do I get to the bus stop?
附近有公交站吗？	Fùjìn yǒu gōngjiāo zhàn ma?	Is there a bus stop nearby?
请问，这趟车到市中心吗？	Qǐngwèn, zhè tàng chē dào shìzhōngxīn ma?	Excuse me, does this bus go to the city center?
到火车站需要多久？	Dào huǒchē zhàn xūyào duōjiǔ?	How long does it take to get to the railway station?
大约 15 分钟。	Dàyuē shíwǔ fēnzhōng.	About 15 minutes.
车票多少钱？	Chēpiào duōshao qián?	How much is the ticket?
单程票还是往返票？	Dānchéng piào háishì wǎngfǎn piào?	One-way ticket or round-trip ticket?
我要一张单程票。	Wǒ yào yī zhāng dānchéng piào.	I want a one-way ticket.
地铁 2 号线在哪里换乘？	Dìtiě èr hào xiàn zài nǎlǐ huànchéng?	Where can I transfer to Line 2 of the subway?
下一站是哪里？	Xià yī zhàn shì nǎlǐ?	Where is the next stop?
请在这里下车。	Qǐng zài zhèlǐ xià chē.	Please get off here.
我要去机场。	Wǒ yào qù jīchǎng.	I want to go to the airport.
去机场坐什么	Qù jīchǎng zuò shénme chē?	What bus/subway should I

车?		take to the airport?
可以打出租车 吗?	Kěyǐ dǎ chūzūchē ma?	Can I take a taxi?
出租车多少钱一 公里?	Chūzūchē duōshao qián yī gōnglǐ?	How much is the taxi per kilometer?
请开快一点, 我 赶时间。	Qǐng kāi kuài yīdiǎn, wǒ gǎn shíjiān.	Please drive faster, I'm in a hurry.
请开慢一点, 谢 谢。	Qǐng kāi mǎn yīdiǎn, xièxie.	Please drive slower, thank you.
到了请告诉我。	Dào le qǐng gàosù wǒ.	Please tell me when we arrive.
这里离酒店远 吗?	Zhèlǐ lí jiǔdiàn yuǎn ma?	Is it far from here to the hotel?
不远, 走路 5 分 钟。	Bú yuǎn, zǒulù wǔ fēnzhōng.	Not far, it's a 5-minute walk.
有点远, 建议打 车。	Yǒudiǎn yuǎn, jiànyì dǎ chē.	It's a bit far, I suggest taking a taxi.
我迷路了。	Wǒ mílù le.	I'm lost.
请问, 你能帮我 指个路吗?	Qǐngwèn, nǐ néng bāng wǒ zhǐ ge lù ma?	Excuse me, can you show me the way?
我想去故宫博物 院。	Wǒ xiǎng qù Gùgōng Bówùyuàn.	I want to go to the Palace Museum.
沿着这条路直 走。	Yánzhe zhè tiáo lù zhí zǒu.	Go straight along this road.
左转。	Zuǒ zhuǎn.	Turn left.

右转。	Yòu zhuǎn.	Turn right.
在第二个路口左转。	Zài dì èr ge lùkǒu zuǒ zhuǎn.	Turn left at the second intersection.
过马路。	Guò mǎlù.	Cross the road.
就在前面。	Jiù zài qiánmiàn.	It's right ahead.
就在那边。	Jiù zài nàbiān.	It's over there.
你知道这个地址吗？	Nǐ zhīdào zhège dìzhǐ ma?	Do you know this address?
请带我去这个地方。	Qǐng dài wǒ qù zhège dìfāng.	Please take me to this place.
公交车来了。	Gōngjiāo chē lái le.	The bus is coming.
请排队上车。	Qǐng páiduì shàng chē.	Please line up to get on the bus.
请给老人和小孩让座。	Qǐng gěi lǎorén hé xiǎohái ràng zuò.	Please offer your seat to the elderly and children.
我可以坐这里吗？	Wǒ kěyǐ zuò zhèlǐ ma?	Can I sit here?
这个座位有人吗？	Zhège zuòwèi yǒu rén ma?	Is this seat taken?
没有人，请坐。	Méiyǒu rén, qǐng zuò.	No one is sitting here, please sit down.
谢谢。	Xièxie.	Thank you.
不客气。	Bú kèqì.	You're welcome.
火车站在哪里？	Huǒchē zhàn zài nǎlǐ?	Where is the railway station?

高铁站怎么走？	Gāotiě zhàn zěnme zǒu?	How do I get to the high-speed rail station?
我要买车票。	Wǒ yào mǎi chēpiào.	I want to buy a train ticket.
买一张明天去上海的票。	Mǎi yī zhāng míngtiān qù Shànghǎi de piào.	Buy one ticket to Shanghai tomorrow.
几点发车？	Jǐ diǎn fā chē?	What time does the train depart?
上午 9 点。	Shàngwǔ jiǔ diǎn.	9 o'clock in the morning.
几点到达？	Jǐ diǎn dàodá?	What time does it arrive?
下午 2 点。	Xiàwǔ èr diǎn.	2 o'clock in the afternoon.
有靠窗的座位吗？	Yǒu kàochuāng de zuòwèi ma?	Are there any window seats available?
我想要一个靠窗的座位。	Wǒ xiǎng yào yī ge kàochuāng de zuòwèi.	I want a window seat.
机场大巴在哪里坐？	Jīchǎng dàbā zài nǎlǐ zuò?	Where can I take the airport shuttle bus?
机场大巴多久一班？	Jīchǎng dàbā duōjiǔ yī bān?	How often does the airport shuttle bus run?
每 30 分钟一班。	Měi sānshí fēnzhōng yī bān.	Every 30 minutes.
这是我的护照。	Zhè shì wǒ de hùzhào.	This is my passport.
我要办理登机手续。	Wǒ yào bànlǐ dēngjī shǒuxù.	I need to check in.
我的行李在哪里托运？	Wǒ de xíngli zài nǎlǐ tuōyùn?	Where can I check my luggage?

登机口在哪里？	Dēngjī kǒu zài nǎlǐ?	Where is the boarding gate?
航班延误了吗？	Hángbān yánwù le ma?	Is the flight delayed?
航班什么时候起飞？	Hángbān shénme shíhou qǐfēi?	When will the flight take off?
请出示你的机票和护照。	Qǐng chūshì nǐ de jīpiào hé hùzhào.	Please show your ticket and passport.
我需要换乘航班。	Wǒ xūyào huànchéng hángbān.	I need to transfer to another flight.
换乘时间够吗？	Huànchéng shíjiān gòu ma?	Is the transfer time sufficient?
够的，有 1 个小时。	Gòu de, yǒu yī ge xiǎoshí.	Yes, there's 1 hour.
我找不到登机口了。	Wǒ zhǎo bù dào dēngjī kǒu le.	I can't find the boarding gate.
请问，登机口 C5 在哪里？	Qǐngwèn, dēngjī kǒu C5 zài nǎlǐ?	Excuse me, where is boarding gate C5?

三、餐饮美食 (Food & Dining) 「80 句」

中文句子	完整拼音	英文解释
附近有餐厅吗？	Fùjìn yǒu cāntīng ma?	Is there a restaurant nearby?
这附近有好吃的吗？	Zhè fùjìn yǒu hăochī de ma?	Are there any delicious food nearby?
你推荐哪家餐厅？	Nǐ tuījiàn nǎ jiā cāntīng?	Which restaurant do you recommend?
我想吃中国菜。	Wǒ xiǎng chī Zhōngguó cài.	I want to eat Chinese food.
我想吃川菜。	Wǒ xiǎng chī Chuān cài.	I want to eat Sichuan cuisine.
我想吃粤菜。	Wǒ xiǎng chī Yuè cài.	I want to eat Cantonese cuisine.
有没有不辣的菜？	Yǒu méiyǒu bù là de cài?	Are there any non-spicy dishes?
我不能吃辣。	Wǒ bù néng chī là.	I can't eat spicy food.
我喜欢吃辣的。	Wǒ xǐhuān chī là de.	I like eating spicy food.
这家餐厅的特色菜是什么？	Zhè jiā cāntīng de tè sè cài shì shénme?	What are the signature dishes of this restaurant?
请给我一份菜单。	Qǐng gěi wǒ yī fèn cài dān.	Please give me a menu.
菜单有英文的吗？	Cài dān yǒu Yīngwén de ma?	Do you have an English menu?
我看不懂菜单，能推荐一下吗？	Wǒ kàn bù dǒng cài dān, néng tuījiàn yīxià ma?	I can't understand the menu, can you recommend something?

这个菜是什么做的？	Zhè ge cài shì shénme zuò de?	What is this dish made of?
这个菜辣吗？	Zhè ge cài là ma?	Is this dish spicy?
这个菜很辣吗？	Zhè ge cài hěn là ma?	Is this dish very spicy?
微辣就好。	Wēi là jiù hǎo.	Mild spicy is fine.
不要放辣。	Búyào fàng là.	Don't put spicy pepper.
少盐、少糖。	Shǎo yán, shǎo táng.	Less salt and less sugar.
我要这个菜。	Wǒ yào zhè ge cài.	I want this dish.
我要一份鱼香肉丝。	Wǒ yào yī fèn Yúxiāng Ròusī.	I want a serving of Yu-Shiang Shredded Pork.
我要一份宫保鸡丁。	Wǒ yào yī fèn Gōngbǎo Jīdīng.	I want a serving of Kung Pao Chicken.
再来一碗米饭。	Zài lái yī wǎn mǐfàn.	One more bowl of rice.
请给我一杯水。	Qǐng gěi wǒ yī bēi shuǐ.	Please give me a glass of water.
请给我一杯茶。	Qǐng gěi wǒ yī bēi chá.	Please give me a cup of tea.
请给我一杯果汁。	Qǐng gěi wǒ yī bēi guǒzhī.	Please give me a glass of juice.
有啤酒吗？	Yǒu píjiǔ ma?	Do you have beer?
我要一瓶啤酒。	Wǒ yào yī píng píjiǔ.	I want a bottle of beer.
这个菜多少钱？	Zhè ge cài duōshao qián?	How much is this dish?
这顿饭一共多少钱？	Zhè dùn fàn yīgòng duōshao qián?	How much is this meal in total?

可以刷卡吗？	Kěyǐ shuākǎ ma?	Can I pay by card?
可以用支付宝吗？	Kěyǐ yòng Zhīfùbǎo ma?	Can I use Alipay?
可以用微信支付吗？	Kěyǐ yòng Wēixìn zhīfù ma?	Can I use WeChat Pay?
我付现金。	Wǒ fù xiànjīn.	I'll pay in cash.
请找零。	Qǐng zhǎolíng.	Please give me the change.
发票开一下，谢谢。	Fāpiào kāi yīxià, xièxie.	Please issue a receipt, thank you.
这个菜很好吃！	Zhè ge cài hěn hǎochī!	This dish is very delicious!
味道不错。	Wèidào bùcuò.	The taste is good.
太美味了！	Tài měiwèi le!	It's so delicious!
我吃饱了。	Wǒ chībǎo le.	I'm full.
我还没吃饱。	Wǒ hái méi chībǎo.	I'm not full yet.
能打包吗？	Néng dǎbāo ma?	Can I take the leftovers?
请帮我打包。	Qǐng bāng wǒ dǎbāo.	Please help me pack the leftovers.
请问洗手间在哪里？	Qǐngwèn, xǐshǒujiān zài nǎlǐ?	Excuse me, where is the restroom?
餐厅几点开门？	Cāntīng jǐ diǎn kāimén?	What time does the restaurant open?
餐厅几点关门？	Cāntīng jǐ diǎn guānmén?	What time does the restaurant close?
需要预约吗？	Xūyào yùyuē ma?	Do I need to make a

		reservation?
我要预约一个两人的座位。	Wǒ yào yùyuē yī ge liǎng rén de zuòwèi.	I want to reserve a table for two.
我要预约明天晚上 7 点。	Wǒ yào yùyuē míngtiān wǎnshàng qī diǎn.	I want to reserve for tomorrow evening at 7 o'clock.
这里有人吗？	Zhèlǐ yǒu rén ma?	Is this seat taken?
我们可以坐这里吗？	Wǒmen kěyǐ zuò zhèlǐ ma?	Can we sit here?
请给我们换一张桌子。	Qǐng gěi wǒmen huàn yī zhāng zhuōzi.	Please change a table for us.
桌子有点小，能换个大的吗？	Zhuōzi yǒudiǎn xiǎo, néng huàn ge dà de ma?	The table is a bit small, can we change a bigger one?
这个菜有点咸。	Zhè ge cài yǒudiǎn xián.	This dish is a bit salty.
这个菜有点淡。	Zhè ge cài yǒudiǎn dàn.	This dish is a bit bland.
能帮我加热一下吗？	Néng bāng wǒ jiārè yīxià ma?	Can you help me reheat it?
能再给我一双筷子吗？	Néng zài gěi wǒ yī shuāng kuàizi ma?	Can you give me another pair of chopsticks?
能给我一把勺子吗？	Néng gěi wǒ yī bǎ sháozi ma?	Can you give me a spoon?
能给我一个叉子吗？	Néng gěi wǒ yī ge chāzi ma?	Can you give me a fork?
有餐巾纸吗？	Yǒu cānjīn zhǐ ma?	Do you have napkins?
我想要一碗汤。	Wǒ xiǎng yào yī wǎn tāng.	I want a bowl of soup.

有什么汤推荐？	Yǒu shénme tāng tuījiàn?	What soup do you recommend?
我要一碗西红柿鸡蛋汤。	Wǒ yào yī wǎn Xīhóngshì Jīdàn Tāng.	I want a bowl of Tomato and Egg Soup.
主食有什么？	Zhǔshí yǒu shénme?	What are the staple foods?
我要面条。	Wǒ yào miàntiáo.	I want noodles.
我要饺子。	Wǒ yào jiǎozi.	I want dumplings.
我要包子。	Wǒ yào bāozi.	I want steamed buns.
我要馒头。	Wǒ yào mántou.	I want steamed bread.
面条要宽的还是细的？	Miàntiáo yào kuān de háishì xì de?	Do you want wide noodles or thin noodles?
饺子是什么馅的？	Jiǎozi shì shénme xiàn de?	What filling is in the dumplings?
我喜欢猪肉馅的饺子。	Wǒ xǐhuān zhūròu xiàn de jiǎozi.	I like pork-filled dumplings.
我喜欢蔬菜馅的饺子。	Wǒ xǐhuān shūcài xiàn de jiǎozi.	I like vegetable-filled dumplings.
早餐吃什么？	Zǎocān chī shénme?	What to eat for breakfast?
我想吃油条和豆浆。	Wǒ xiǎng chī yóutiáo hé dòujiāng.	I want to eat fried dough sticks and soybean milk.
午餐在哪里吃？	Wǔcān zài nǎlǐ chī?	Where to eat lunch?
晚餐我们出去吃吧。	Wǎncān wǒmen chūqù chī ba.	Let's go out for dinner.
这家餐厅人很	Zhè jiā cāntīng rén hěnduō,	There are many people in this restaurant, do I need to line

多, 需要排队吗?	xūyào páiduì ma?	up?
大概要等多久?	Dàgài yào děng duōjiǔ?	How long do I have to wait approximately?
可以先点菜吗?	Kěyǐ xiān diǎncài ma?	Can I order first?
这个菜能不能做清淡一点?	Zhè ge cài néng bù néng zuò qīngdàn yīdiǎn?	Can this dish be made a bit lighter?
不要放香菜。	Búyào fàng xiāngcài.	Don't put coriander.
我对海鲜过敏。	Wǒ duì hǎixiān guòmǐn.	I'm allergic to seafood.
有没有素食选项?	Yǒu méiyǒu sùshí xuǎnxiàng?	Are there any vegetarian options?
我是素食者。	Wǒ shì sùshízhě.	I'm a vegetarian.
这道菜很新鲜。	Zhè dào cài hěn xīnxiān.	This dish is very fresh.
服务很好, 谢谢!	Fúwù hěn hǎo, xièxie!	The service is very good, thank you!
下次还会来!	Xiàcì hái huì lái!	I'll come again next time!

四、购物消费 (Shopping & Consumption) 「70 句」

中文句子	完整拼音	英文解释
这家超市几点开门？	Zhè jiā chāoshì jǐ diǎn kāimén?	What time does this supermarket open?
这家商场几点关门？	Zhè jiā shāngchǎng jǐ diǎn guānmén?	What time does this mall close?
附近有大型超市吗？	Fùjìn yǒu dàxíng chāoshì ma?	Is there a large supermarket nearby?
哪里有卖衣服的地方？	Nǎlǐ yǒu mài yīfú de dìfāng?	Where can I buy clothes?
这附近有化妆品店吗？	Zhè fùjìn yǒu huàzhuāngpǐn diàn ma?	Is there a cosmetics store nearby?
我想去买水果。	Wǒ xiǎng qù mǎi shuǐguǒ.	I want to buy some fruits.
蔬菜区在哪里？	Shūcài qū zài nǎlǐ?	Where is the vegetable section?
肉类区在二楼吗？	Ròulèi qū zài èr lóu ma?	Is the meat section on the second floor?
这个多少钱？	Zhè ge duōshao qián?	How much is this?
这些一共多少钱？	Zhèxiē yīgòng duōshao qián?	How much are these in total?
这个苹果多少钱一斤？	Zhè ge píngguǒ duōshao qián yī jīn?	How much is this apple per jin (500g)?
那个杯子多少钱一个？	Nà ge bēizi duōshao qián yī ge?	How much is that cup each?

可以便宜一点吗？	Kěyǐ piányi yīdiǎn ma?	Can you make it a bit cheaper?
最低多少钱卖？	Zuìdī duōshao qián mài?	What's the lowest price you can offer?
能打个折吗？	Néng dǎ ge zhé ma?	Can I get a discount?
有打折活动吗？	Yǒu dǎzhé huódòng ma?	Are there any discount activities?
会员有优惠吗？	Huìyuán yǒu yōuhuì ma?	Is there a discount for members?
现在在促销吗？	Xiànzài zài cùxiāo ma?	Is there a promotion now?
这个商品打折吗？	Zhè ge shāngpǐn dǎzhé ma?	Is this product on sale?
打折后多少钱？	Dǎzhé hòu duōshao qián?	How much is it after the discount?
我要这个。	Wǒ yào zhè ge.	I want this one.
我要两个。	Wǒ yào liǎng ge.	I want two of them.
给我来一斤橘子。	Gěi wǒ lái yī jīn júzi.	Give me one jin (500g) of oranges.
我想买三瓶牛奶。	Wǒ xiǎng mǎi sān píng niúnǎi.	I want to buy three bottles of milk.
这个尺码合适吗？	Zhè ge chǐmǎ héshì ma?	Is this size suitable?
有我穿的尺码吗？	Yǒu wǒ chuān de chǐmǎ ma?	Do you have my size?
这个有 XL 码吗？	Zhè ge yǒu XL mǎ ma?	Do you have this in XL size?

我想试试这件衣服。	Wǒ xiǎng shìshì zhè jiàn yīfu.	I want to try on this piece of clothing.
试衣间在哪里？	Shìyījiān zài nǎlǐ?	Where is the fitting room?
可以试穿吗？	Kěyǐ shìchuān ma?	Can I try it on?
这个太大了。	Zhè ge tài dà le.	This is too big.
这个太小了。	Zhè ge tài xiǎo le.	This is too small.
有其他颜色吗？	Yǒu qítā yánsè ma?	Are there any other colors?
有黑色的吗？	Yǒu hēisè de ma?	Do you have it in black?
有白色的吗？	Yǒu báisè de ma?	Do you have it in white?
这个颜色很好看。	Zhè ge yánsè hěn hǎokàn.	This color is very nice.
我不喜欢这个颜色。	Wǒ bù xǐhuān zhè ge yánsè.	I don't like this color.
质量怎么样？	Zhìliàng zěnmeyàng?	How is the quality?
这个质量好吗？	Zhè ge zhìliàng hǎo ma?	Is this quality good?
这个耐穿吗？	Zhè ge nài chuān ma?	Is this durable?
这个容易坏吗？	Zhè ge róngyì huài ma?	Is this easy to break?
有保修吗？	Yǒu bǎoxiū ma?	Is there a warranty?
保修多久？	Bǎoxiū duōjiǔ?	How long is the warranty?
刷卡还是现金？	Shuākǎ háishì xiànjīn?	Credit card or cash?
可以用支付宝吗？	Kěyǐ yòng Zhīfùbǎo ma?	Can I use Alipay?

可以用微信支付吗？	Kěyǐ yòng Wēixìn zhīfù ma?	Can I use WeChat Pay?
支持外币支付吗？	Zhīchí wàibì zhīfù ma?	Do you support foreign currency payment?
我用现金支付。	Wǒ yòng xiànjīn zhīfù.	I'll pay in cash.
请给我找零。	Qǐng gěi wǒ zhǎolíng.	Please give me change.
这是一百元。	Zhè shì yībǎi yuán.	Here's one hundred yuan.
能开发票吗？	Néng kāi fāpiào ma?	Can you issue a receipt/invoice?
发票在哪里开？	Fāpiào zài nǎlǐ kāi?	Where can I get a receipt/invoice?
请开一张发票。	Qǐng kāi yī zhāng fāpiào.	Please issue a receipt/invoice.
我要退货。	Wǒ yào tuìhuò.	I want to return this product.
这个我想换货。	Zhè ge wǒ xiǎng huànhuò.	I want to exchange this product.
退货需要什么凭证？	Tuìhuò xūyào shénme píngzhèng?	What documents do I need for a return?
这个质量有问题。	Zhè ge zhìlìàng yǒu wèntí.	There's a quality problem with this.
这个是坏的。	Zhè ge shì huài de.	This is broken.
我昨天买的，现在能退吗？	Wǒ zuótiān mǎi de, xiànzài néng tuì ma?	I bought this yesterday, can I return it now?
可以换成其他款式吗？	Kěyǐ huàn chéng qítā kuǎnshì ma?	Can I exchange it for another style?

麻烦帮我包装一下。	Máfan bāng wǒ bāozhuāng yīxià.	Please help me wrap it up.
能给我一个袋子吗？	Néng gěi wǒ yī ge dài zi ma?	Can you give me a bag?
这个需要单独包装吗？	Zhè ge xūyào dāndú bāozhuāng ma?	Does this need to be packed separately?
这个商品有货吗？	Zhè ge shāngpǐn yǒu huò ma?	Is this product in stock?
没货了吗？	Méi huò le ma?	Is it out of stock?
什么时候会补货？	Shénme shíhou huì bǔhuò?	When will it be restocked?
可以帮我预留一件吗？	Kěyǐ bāng wǒ yùliú yī jiàn ma?	Can you reserve one for me?
我能看看那个吗？	Wǒ néng kànkan nà ge ma?	Can I have a look at that one?
这个和那个有什么区别？	Zhè ge hé nà ge yǒu shénme qūbié?	What's the difference between this and that?
谢谢你的服务！	Xièxie nǐ de fúwù!	Thank you for your service!

五、住宿酒店 (Accommodation & Hotel) 「50 句」

中文句子	完整拼音	英文解释
我想订一间房。	Wǒ xiǎng dìng yī jiān fáng.	I want to book a room.
你们酒店有房间吗？	Nǐmen jiǔdiàn yǒu fángjiān ma?	Do you have any rooms available at your hotel?
我要订一间标准间。	Wǒ yào dìng yī jiān biāozhǔn jiān.	I want to book a standard room.
有大床房吗？	Yǒu dàchuáng fáng ma?	Do you have a king-size bed room?
有双床房吗？	Yǒu shuāngchuáng fáng ma?	Do you have a twin bed room?
有家庭房吗？	Yǒu jiātíng fáng ma?	Do you have a family room?
有无烟房吗？	Yǒu wúyān fáng ma?	Do you have a non-smoking room?
房间的价格是多少？	Fángjiān de jiàgé shì duōshao?	What is the price of the room?
每晚多少钱？	Měi wǎn duōshao qián?	How much per night?
包含早餐吗？	Bāohán zǎocān ma?	Does it include breakfast?
早餐几点开始？	Zǎocān jǐ diǎn kāishǐ?	What time does breakfast start?
我要住两晚。	Wǒ yào zhù liǎng wǎn.	I want to stay for two nights.
我要从明天开始住。	Wǒ yào cóng míngtiān kāishǐ zhù.	I want to check in starting tomorrow.
我能预订一周	Wǒ néng yùdìng yī zhōu ma?	Can I book for a week?

吗？

预订需要交押金吗？

Yùdìng xūyào jiāo yājīn ma?

Do I need to pay a deposit for the reservation?

押金多少钱？

Yājīn duōshao qián?

How much is the deposit?

我是来办理入住的。

Wǒ shì lái bànlǐ rùzhù de.

I'm here to check in.

这是我的身份证 / 护照。

Zhè shì wǒ de shēnfènzhèng/hùzhào.

This is my ID card/passport.

我已经预订过房间了。

Wǒ yǐjīng yùdìng guò fángjiān le.

I have already booked a room.

我的预订号是多少。

Wǒ de yùdìng hào shì duōshao.

My reservation number is...

房间在几楼？

Fángjiān zài jǐ lóu?

Which floor is the room on?

电梯在哪里？

Diàntī zài nǎlǐ?

Where is the elevator?

我的房卡丢了。

Wǒ de fángkǎ diū le.

I lost my room card.

能帮我补办一张房卡吗？

Néng bāng wǒ bǔbàn yī zhāng fángkǎ ma?

Can you issue me a new room card?

房间的空调坏了。

Fángjiān de kōngtiáo huài le.

The air conditioner in the room is broken.

房间没有热水。

Fángjiān méiyǒu rèshuǐ.

There is no hot water in the room.

电视打不开。

Diànshì dǎ bù kāi.

The TV won't turn on.

网络连不上。

Wǎngluò lián bù shàng.

The internet can't connect.

可以送点热水到房间吗？	Kěyǐ sòng diǎn rèshuǐ dào fángjiān ma?	Can you send some hot water to the room?
能给我加一床被子吗？	Néng gěi wǒ jiā yī chuáng bèizi ma?	Can you give me an extra quilt?
能给我一个枕头吗？	Néng gěi wǒ yī ge zhěntou ma?	Can you give me a pillow?
房间里有蚊子。	Fángjiān lǐ yǒu wénzi.	There are mosquitoes in the room.
能给我一瓶驱蚊液吗？	Néng gěi wǒ yī píng qūwénnyè ma?	Can you give me a bottle of mosquito repellent?
附近有餐厅吗？	Fùjìn yǒu cāntīng ma?	Is there a restaurant nearby?
酒店有餐厅吗？	Jiǔdiàn yǒu cāntīng ma?	Does the hotel have a restaurant?
酒店有健身房吗？	Jiǔdiàn yǒu jiànshēnfáng ma?	Does the hotel have a gym?
酒店有游泳池吗？	Jiǔdiàn yǒu yóuyǒng chí ma?	Does the hotel have a swimming pool?
退房时间是几点？	Tuìfáng shíjiān shì jǐ diǎn?	What time is check-out?
可以延迟退房吗？	Kěyǐ yánchí tuìfáng ma?	Can I delay check-out?
延迟退房需要加钱吗？	Yánchí tuìfáng xūyào jiā qián ma?	Do I need to pay extra for late check-out?
我现在要办理退房。	Wǒ xiànzài yào bànlǐ tuìfáng.	I want to check out now.

请结算一下费用。 Qǐng jiésuàn yīxià fèiyòng. Please settle the bill.

这是我的房卡。 Zhè shì wǒ de fángkǎ. This is my room card.

押金可以退了吗？ Yājīn kěyǐ tuì le ma? Can I get my deposit back?

酒店有停车场吗？ Jiǔdiàn yǒu tíngchēchǎng ma? Does the hotel have a parking lot?

停车需要收费吗？ Tíngchē xūyào shōufèi ma? Is parking fee required?

附近有便利店吗？ Fùjìn yǒu biànlìdiàn ma? Is there a convenience store nearby?

谢谢你的服务！ Xièxie nǐ de fúwù! Thank you for your service!

六、社交往来 (Social Interaction) 「60 句」

中文句子	完整拼音	英文解释
周末有空吗？	Zhōumò yǒu kōng ma?	Are you free this weekend?
你明天有空吗？	Nǐ míngtiān yǒu kōng ma?	Are you free tomorrow?
晚上有时间一起吃饭吗？	Wǎnshàng yǒu shíjiān yīqǐ chī fàn ma?	Do you have time to have dinner together tonight?
我想请你吃饭。	Wǒ xiǎng qǐng nǐ chī fàn.	I want to treat you to dinner.
一起去看电影怎么样？	Yīqǐ qù kàn diànyǐng zěnmeyàng?	How about going to the movies together?
要不要一起去喝咖啡？	Yào bú yào yīqǐ qù hē kāfēi?	Would you like to go for coffee together?
我们周末去公园散步吧。	Wǒmen zhōumò qù gōngyuán sàn步 ba.	Let's go for a walk in the park this weekend.
你想去哪里玩？	Nǐ xiǎng qù nǎlǐ wán?	Where do you want to go to play?
我听说那家餐厅很不错。	Wǒ tīngshuō nà jiā cāntīng hěn bùcuò.	I heard that restaurant is very good.
我们一起去试试吧。	Wǒmen yīqǐ qù shìshì ba.	Let's go try it together.
你喜欢看什么类型的电影？	Nǐ xǐhuān kàn shénme lèixíng de diànyǐng?	What type of movies do you like?
我喜欢喜剧片。	Wǒ xǐhuān xǐjùpiàn.	I like comedies.
这周六有个派对，你要来吗？	Zhè zhōulìu yǒu ge pàiduì, nǐ yào lái ma?	There's a party this Saturday, are you coming?

很抱歉，我那天有事。	Hěn bàoqiàn, wǒ nà tiān yǒu shì.	I'm sorry, I have plans that day.
没关系，下次再约。	Méi guānxi, xiàcì zài yuē.	It's okay, let's make an appointment next time.
谢谢你的邀请！	Xièxie nǐ de yāoqǐng!	Thank you for the invitation!
我很乐意参加。	Wǒ hěn lèyì cānjiā.	I'm happy to participate.
我们几点见面？	Wǒmen jǐ diǎn jiànmiàn?	What time shall we meet?
我们下午 3 点在门口见吧。	Wǒmen xiàwǔ sān diǎn zài ménkǒu jiàn ba.	Let's meet at the door at 3 pm.
我会准时到的。	Wǒ huì zhǔnshí dào de.	I'll be there on time.
对不起，我可能会迟到 10 分钟。	Duìbuqǐ, wǒ kěnénghuì chídào shí fēnzhōng.	Sorry, I might be 10 minutes late.
没关系，我等你。	Méi guānxi, wǒ děng nǐ.	It's okay, I'll wait for you.
我来晚了，对不起。	Wǒ lái wǎn le, duìbuqǐ.	I'm late, sorry.
没关系，我也刚到。	Méi guānxi, wǒ yě gāng dào.	It's okay, I just arrived too.
这是给你的礼物。	Zhè shì gěi nǐ de lǐwù.	This is a gift for you.
谢谢你的礼物！	Xièxie nǐ de lǐwù!	Thank you for the gift!
这个礼物真漂亮！	Zhè ge lǐwù zhēn piàoliang!	This gift is really beautiful!
你太客气了。	Nǐ tài kèqì le.	You're too kind.
我很喜欢这个礼物。	Wǒ hěn xǐhuān zhè ge lǐwù.	I really like this gift.

你喜欢什么爱好？	Nǐ xǐhuān shénme àihào?	What hobbies do you have?
我喜欢听音乐。	Wǒ xǐhuān tīng yīnyuè.	I like listening to music.
我喜欢看书。	Wǒ xǐhuān kàn shū.	I like reading books.
我喜欢运动。	Wǒ xǐhuān yùndòng.	I like sports.
你平时周末都做什么？	Nǐ píngshí zhōumò dōu zuò shénme?	What do you usually do on weekends?
我通常在家休息。	Wǒ tōngcháng zài jiā xiūxi.	I usually rest at home.
我经常和朋友一起出去玩。	Wǒ jīngcháng hé péngyǒu yīqǐ chūqù wán.	I often go out to play with friends.
你觉得这个聚会怎么样？	Nǐ juédé zhè ge jùhuì zěnmeyàng?	What do you think of this party?
非常棒，我玩得很开心。	Fēicháng bàng, wǒ wán de hěn kāixīn.	It's great, I had a lot of fun.
认识你很高兴。	Rènshi nǐ hěn gāoxìng.	Nice to meet you.
我也很高兴认识你。	Wǒ yě hěn gāoxìng rènshi nǐ.	Nice to meet you too.
我们以后常联系吧。	Wǒmen yǐhòu cháng liánxì ba.	Let's keep in touch in the future.
这是我的联系方式。	Zhè shì wǒ de liánxì fāngshì.	This is my contact information.
有空常约出来玩。	Yǒu kōng cháng yuē chūlái wán.	Let's meet up to play when we're free.
谢谢你今天的陪伴。	Xièxie nǐ jīntiān de péibàn.	Thank you for your company today.

我今天过得很愉快。	Wǒ jīntiān guò de hěn yúkuài.	I had a very pleasant day today.
希望下次还能见到你。	Xīwàng xiàcì hái néng jiàndào nǐ.	I hope to see you again next time.
祝你一切顺利！	Zhù nǐ yīqiè shùnlì!	Wish you all the best!
祝你生日快乐！	Zhù nǐ shēngrì kuàilè!	Happy birthday to you!
祝你新年快乐！	Zhù nǐ xīnnián kuàilè!	Happy New Year to you!
真不好意思，给你添麻烦了。	Zhēn bù hǎoyìsi, gěi nǐ tiān máfan le.	I'm sorry for troubling you.
别客气，举手之劳。	Bié kèqì, jǔshǒu zhī láo.	You're welcome, it's a piece of cake.
你真是个好人。	Nǐ zhēn shì ge hǎo rén.	You're really a good person.
下次我请你吃饭吧。	Xiàcì wǒ qǐng nǐ chī fàn ba.	Let me treat you to dinner next time.
好啊，一言为定！	Hǎo a, yīyán wéi dìng!	Sure, it's a deal!
今天谢谢你的帮助！	Jīntiān xièxie nǐ de bāngzhù!	Thank you for your help today!
不用谢，朋友之间应该的。	Búyòng xiè, péngyǒu zhījiān yīnggāi de.	No need to thank me, that's what friends are for.
下次再聚！	Xiàcì zài jù!	Let's meet again next time!

七、生活服务 (Daily Services) 「50 句」

中文句子	完整拼音	英文解释
我有点不舒服。	Wǒ yǒudiǎn bù shūfu.	I feel a bit unwell.
附近有医院吗？	Fùjìn yǒu yīyuàn ma?	Is there a hospital nearby?
哪里有诊所？	Nǎlǐ yǒu zhěnsuǒ ma?	Where is there a clinic?
我感冒了。	Wǒ gǎnmào le.	I have a cold.
我发烧了。	Wǒ fāshāo le.	I have a fever.
我头痛。	Wǒ tóutòng.	I have a headache.
我肚子痛。	Wǒ dùzitòng.	I have a stomachache.
医生在哪里？	Yīshēng zài nǎlǐ?	Where is the doctor?
我需要看医生。	Wǒ xūyào kàn yīshēng.	I need to see a doctor.
请帮我挂号。	Qǐng bāng wǒ guàhào.	Please help me register.
挂号费多少钱？	Guàhào fèi duōshao qián?	How much is the registration fee?
我需要开药。	Wǒ xūyào kāi yào.	I need to get some medicine.
这个药怎么吃？	Zhè ge yào zěnme chī?	How do I take this medicine?
一天吃几次？	Yī tiān chī jǐ cì?	How many times a day should I take it?
每次吃多少？	Měi cì chī duōshao?	How much should I take each time?
银行在哪里？	Yínháng zài nǎlǐ?	Where is the bank?

我想取钱。	Wǒ xiǎng qǔ qián.	I want to withdraw money.
我想存钱。	Wǒ xiǎng cún qián.	I want to deposit money.
可以换人民币吗？	Kěyǐ huàn Rénmínbì ma?	Can I exchange for RMB?
汇率是多少？	Huìlǜ shì duōshao?	What is the exchange rate?
我想办一张银行卡。	Wǒ xiǎng bàn yī zhāng yínháng kǎ.	I want to apply for a bank card.
需要什么材料？	Xūyào shénme cǎiliào?	What materials are needed?
ATM 机在哪里？	ATM jī zài nǎlǐ?	Where is the ATM?
我的银行卡丢了。	Wǒ de yínháng kǎ diū le.	I lost my bank card.
请帮我挂失。	Qǐng bāng wǒ guàshī.	Please help me report the loss.
我想寄快递。	Wǒ xiǎng jì kuàidì.	I want to send a courier.
这个包裹多少钱？	Zhè ge bāoguǒ duōshao qián?	How much is this package?
多久能到？	Duōjiǔ néng dào?	How long will it take to arrive?
能送到国外吗？	Néng sòng dào guótù ma?	Can it be sent abroad?
我有快递要取。	Wǒ yǒu kuàidì yào qǔ.	I have a courier to pick up.
快递柜在哪里？	Kuàidì guì zài nǎlǐ?	Where is the courier locker?
我想理发。	Wǒ xiǎng lǐfà.	I want to have a haircut.
理发店在哪里？	Lǐfà diàn zài nǎlǐ?	Where is the barbershop/hair salon?

请剪短一点。	Qǐng jiǎnduǎn yīdiǎn.	Please cut it a bit shorter.
不要剪太短。	Búyào jiǎn tài duǎn.	Don't cut it too short.
请修一下刘海。	Qǐng xiū yīxià liúhǎi.	Please trim the bangs.
我想染头发。	Wǒ xiǎng rǎn tóufa.	I want to dye my hair.
有黑色染发剂吗？	Yǒu hēisè rǎnji ma?	Do you have black hair dye?
理发多少钱？	Lǐfà duōshao qián?	How much is the haircut?
我要洗衣服。	Wǒ yào xǐ yīfu.	I need to wash clothes.
洗衣店在哪里？	Xǐyī diàn zài nǎlǐ?	Where is the laundry shop?
这件衣服能干洗吗？	Zhè jiàn yīfu néng gānxǐ ma?	Can this piece of clothing be dry-cleaned?
多久能取衣服？	Duōjiǔ néng qǔ yīfu?	How long will it take to get the clothes back?
洗衣服多少钱？	Xǐ yīfu duōshao qián?	How much is the laundry service?
我想复印文件。	Wǒ xiǎng fùyìn wénjiàn.	I want to copy documents.
复印店在哪里？	Fùyìn diàn zài nǎlǐ?	Where is the copy shop?
复印一张多少钱？	Fùyìn yī zhāng duōshao qián?	How much is one copy?
我想打印东西。	Wǒ xiǎng dǎyìn dōngxi.	I want to print something.
能上网吗？	Néng shàngwǎng ma?	Can I access the internet?
哪里有公共厕所？	Nǎlǐ yǒu gōnggòng cèsuǒ ma?	Where is the public toilet?

请帮我充一下话费。 Qǐng bāng wǒ chōng yīxià huàfèi.

Please help me top up my phone bill.

AskZhang.com

八、紧急情况 (Emergency Situations) 「40 句」

中文句子	完整拼音	英文解释
我迷路了。	Wǒ mílù le.	I'm lost.
我找不到路了。	Wǒ zhǎo bù dào lù le.	I can't find my way.
请帮我指一下路。	Qǐng bāng wǒ zhǐ yīxià lù.	Please show me the way.
我的钱包丢了。	Wǒ de qiánbāo diū le.	I lost my wallet.
我的手机丢了。	Wǒ de shǒujī diū le.	I lost my phone.
我的护照丢了。	Wǒ de hùzhào diū le.	I lost my passport.
有人偷了我的东西。	Yǒu rén tōu le wǒ de dōngxi.	Someone stole my things.
请帮我报警。	Qǐng bāng wǒ bào jǐng.	Please help me call the police.
警察局在哪里？	Jǐngchá jú zài nǎlǐ?	Where is the police station?
这里发生了事故。	Zhèlǐ fāshēng le shìgù.	There was an accident here.
有人生病了。	Yǒu rén shēngbìng le.	Someone is ill.
请叫救护车！	Qǐng jiào jiùhùchē!	Please call an ambulance!
救护车来了吗？	Jiùhùchē lái le ma?	Has the ambulance arrived?
我需要帮助！	Wǒ xūyào bāngzhù!	I need help!
救命啊！	Jiùmìng a!	Help!
着火了！	Zháohuǒ le!	It's on fire!

请叫消防员！	Qǐng jiào xiāofángyuán!	Please call the firefighters!
我的手机没电了。	Wǒ de shǒujī méi diàn le.	My phone is out of power.
哪里有充电宝？	Nǎlǐ yǒu chōngdiànbǎo?	Where can I get a power bank?
我需要充电。	Wǒ xūyào chōng diàn.	I need to charge my device.
我受伤了。	Wǒ shòushāng le.	I'm injured.
我的腿受伤了。	Wǒ de tuǐ shòushāng le.	My leg is injured.
请帮我处理一下伤口。	Qǐng bāng wǒ chǔlǐ yīxià shāngkǒu.	Please help me treat the wound.
我感觉很不舒服，快要晕倒了。	Wǒ gǎnjué hěn bù shūfu, kuài yào yūndǎo le.	I feel very unwell and am about to faint.
这附近有药店吗？	Zhè fùjìn yǒu yàodiàn ma?	Is there a pharmacy nearby?
我需要买止痛药。	Wǒ xūyào mǎi zhǐtòng yào.	I need to buy painkillers.
我的行李不见了。	Wǒ de xíngli bújiàn le.	My luggage is missing.
机场行李服务台在哪里？	Jīchǎng xíngli fúwù tái zài nǎlǐ?	Where is the airport luggage service desk?
我错过了航班。	Wǒ cuòguò le hángbān.	I missed my flight.
能帮我改签下一班吗？	Néng bāng wǒ gǎixiān xià yī bān ma?	Can you help me reschedule to the next flight?
火车晚点了多久？	Huǒchē wǎndiǎn le duōjiǔ?	How long is the train delayed?

久？

我和朋友走散了。	Wǒ hé péngyǒu zǒusàn le.	I got separated from my friend.
请帮我广播找人。	Qǐng bāng wǒ guǎngbō zhǎo rén.	Please help me make an announcement to find someone.
这个地方不安全。	Zhè ge dìfāng bù ānquán.	This place is not safe.
我遇到了危险。	Wǒ yùdào le wēixiǎn.	I'm in danger.
请不要靠近我！	Qǐng bùyào kàojìn wǒ!	Please don't approach me!
这是紧急情况！	Zhè shì jǐnjí qíngkuàng!	This is an emergency!
我的信用卡被盗刷了。	Wǒ de xìnyòngkǎ bì dàoshuā le.	My credit card was fraudulently charged.
请帮我冻结银行卡。	Qǐng bāng wǒ dòngjié yínháng kǎ.	Please help me freeze my bank card.
非常感谢你的帮助！	Fēicháng xièxie nǐ de bāngzhù!	Thank you very much for your help!

九、学习工作 (Study & Work) 「20 句」

中文句子	完整拼音	英文解释
这个字怎么读？	Zhè ge zì zěnme dú?	How to read this character?
这个词是什么意思？	Zhè ge cí shì shénme yìsi?	What does this word mean?
请再说一遍。	Qǐng zài shuō yībiàn.	Please say it again.
请慢一点说。	Qǐng màn yīdiǎn shuō.	Please speak more slowly.
我听不懂。	Wǒ tīng bù dǒng.	I don't understand.
你能解释一下吗？	Nǐ néng jiěshì yīxià ma?	Can you explain it?
我想学习汉语。	Wǒ xiǎng xuéxí Hánnyǔ.	I want to learn Chinese.
哪里可以学汉语？	Nǎlǐ kěyǐ xué Hánnyǔ?	Where can I learn Chinese?
这个问题怎么回答？	Zhè ge wèntí zěnme huídá?	How to answer this question?
我明天要请假。	Wǒ míngtiān yào qǐngjià.	I need to take a day off tomorrow.
请假需要什么手续？	Qǐngjià xūyào shénme shǒuxù?	What procedures are needed for leave?
这个项目什么时候截止？	Zhè ge xiàngmù shénme shíhou jiézhǐ?	When is the deadline for this project?
我们开个会吧。	Wǒmen kāi ge huì ba.	Let's have a meeting.
会议几点开始？	Huìyì jǐ diǎn kāishǐ?	What time does the meeting start?

你能帮我看一下吗？	Nǐ néng bāng wǒ kàn yīxià ma?	Can you help me check this?
这个报告怎么写？	Zhè ge bàogào zěnme xiě?	How to write this report?
我完成了我的工作。	Wǒ wánchéng le wǒ de gōngzuò.	I finished my work.
合作愉快！	Hézuò yúkuài!	Happy cooperation!
麻烦你帮个忙。	Máfan nǐ bāng ge máng.	Could you do me a favor?
祝你工作顺利！	Zhù nǐ gōngzuò shùnlì!	Wish you smooth work!

Congratulations on your own efforts!

Congratulations on completing this incredible learning task;

I believe you can now communicate freely with Chinese people.

Want to try it? Feel free to contact me, AskZhang.