



Beverages		
白开水	bái kāi shuǐ	water (often served free)
茶水	chá shuǐ	Tea (often served free)
菊花茶	jú huā chá	Chrysanthemum tea
大麦茶	dà mài chá	Barley tea
啤酒	pí jiǔ	beer
大/小瓶可乐	dà/xiǎo píng kě lè	large/small bottle of coke
Must-know words in the restaurant		
服务员	fú wù yuán	Waiter and Waitress
英文菜单	yīng wén cài dān	English Menu
点菜	diǎn cài	May I order dishes now
我要一/两个...	yào yī/liǎng gè...	I would like one/two ...
买单	mǎi dān	Give me the bill
打包	dǎ bāo	Pack the food and take away
Utensils		
筷子	kuài zi	chopsticks
勺子	sháo zi	spoon
汤勺	tāng sháo	soup spoon
刀叉	dāo chā	fork and knife( not often served in Chinese restaurants)
杯子	bēi zi	glass
碟子	díe zi	plate
碗	wǎn	bowl
餐巾纸	cān jīn zhǐ	napkins

## Shopping in Beijing



### Major Shopping Areas in Beijing

#### Wangfujing Shopping Area (王府井)

Wangfujing intersects with East Chang'an Avenue (东长安街). It has a history of more than 100 years. The street, which is less than one kilometer long, is lined with all kinds of shops. The best-known shop is the Oriental Plaza (东方新世界) and the Beijing Department Store (北京百货大楼). To the north of the department Store is the One World Department Store, hosting a collection of Chinese and foreign brands and fine quality products. The nearby Sun Dong'an Market (新东安市场) is one of the largest supermarkets in Beijing. It covers a business floor space of 100,000 square meters and sells more than 200,000 kinds of goods.

#### Qianmen (前门)

Qianmen street (前门大街) was a commercial center of Beijing more than 500 years ago. Its old shops and small stalls are preferred by Beijingers. Not far from Tian'anmen Square (天安门广场) is Xidan (西单), which is regarded as the second Wangfujing (王府井). The street is lined with shopping centers, food bazaars and garment markets. The small shops sometimes sell fake brands, you have to BARGAIN.

#### Liulichang (琉璃厂)

The famous Liulichang street lies in Hepingmen (和平门) since the Qing Dynasty for 200 years. There, those who failed in the imperial examination usually sold their books and ink slabs, and the declined families' heritages exchanged money with their antique collections. It gradually became a market consisted of about 100 shops dealing in traditional works and articles.

Works of Chinese calligraphy and traditional Chinese paintings, old wood block-print books, Chinese ink brushes, inkslabs and paper for calligraphy known as the four treasures of the study and other scholars traditional tools can be found in Liulichang. Rongbaozhai (荣宝斋), being the most important shop there, has more than 300 years' history and a fine copy technique for old Chinese painting.

### Jianwai Dajie (建外大街)

Jianguomenwai Dajie (建国门外大街) is famous for its colorful metropolitan scenes. The street is lined with star-rated hotels, office buildings, fancy restaurants, beauty salons and shopping centers. The well-known shopping centers are Friendship Store (友谊商店), SCITECH Plaza, Guiyou Department store and the China World Shopping Mall (国贸商城).

### IKEA (宜家家居)

Opens from 10 a.m to 10 p.m. Sells home appliances and decorations. You can take Yuntong 101 or 408 on the 4th ring road going east.

### Yashow Market (三里屯雅秀)

Besides being famous for its Bar street, Sanlitun (三里屯) is also well-known for its market. The good thing about this market as compared to department stores is that you can bargain for prices, and they have larger sizes.

Note: According to some friends, it's easier to bargain here than in the Silk Market.

### The Silk Market (秀水市场)

Despite its name, the Silk Market has much more than just silk. The silk products there are comparatively cheap (some may be fake), and therefore quite popular, but there are also a lot of cashmere garments, down jackets, leather goods, shoes, hats, watches and some handicrafts and trinkets. One of the main things about the Silk Market is the fact that none of the prices are set. It all depends on your bargaining skills. If you are a proficient bargainer, then you can get great deals on all kinds of clothing, but if you don't like confrontation, then you may get taken for a ride. It is often helpful to bring along a Chinese friend who can help you bargain (Of course not all Chinese people are good bargainers).

If you are a tall person (6' and up) the Silk Market is the best place for you to buy clothes and shoes. Usually the shopping plazas and super-stores do not have really large sizes. If you are size 12 shoe size or larger, then maybe the only place to go is to the Silk Market.

You will notice quite a few famous name-brand items there, and you may wonder how a Timberland down jacket can be sold for US\$20 or \$30. The answer is not clear. Sometimes the goods are counterfeit, but more often the merchant has a relative in a clothing factory who can get excess products or slightly

imperfect products for super cheap prices. At least that is one theory. No matter what the case may be, it is a place for bargain shopping.

The silk and cashmere goods are also much cheaper than they would be in other stores or in other countries. These items make great gifts for friends back home, especially the silk Mickey Mouse boxer shorts which you can't get away from. Most of the sellers speak a little English, at least they know how to say "you say how much!", "I give you good price." And of course numbers are their specialty.

## Popular Shopping Places on/around Campus

### Shopping Malls and Supermarkets

#### Ito Yokato (华堂)

The biggest shopping mall near UIBE, located by the 4th Ring Road. See UIBE local map.

#### Wumart (物美)

Biggest supermarket nearby UIBE, not far from Ito Yokado, and price is a little lower. See UIBE local map.

#### Dia (迪亚天天)

Go outside the east gate, cross the street, turn left, walk about 3 minutes and you'll find it. It's not big but has lots of stuff such as fresh eggs, sauces and so on.

#### 7-Eleven

It is a 10 minute walk from Building 6. Go out west gate, cross Main Street, turn left and walk 1 block. It is just south of China Daily

#### Stadium Store (烛光超市, 原教育超市)

It is next door to Building #5 & #6), under the stadium.

#### Hongyuan Convenience Store

It is in the basement of Hongyuan building –Chinese students' huge dorm building, similar to Stadium store but much bigger. Also sells fruits, books, eyeglasses, etc.

#### On-campus Tailor

Mr. Ma alters clothes, changes zippers, sews buttons, etc. with delivery services. Contact: 64494309, 13717880209.



## Beijing Shopping Yellow Page

Category	Chinese Name	English Name	Address
Shopping Center	百盛购物中心	Parkson	Northeast of Fuxingmen Overpass (复兴门天桥东北)
	中友百货	Zhong You Department Store	178. Xidan Beijie (西单北街178号)
	新世界购物中心	New World Shopping Center	Chongwenmen (崇文门)
	北京百货大楼	Beijing Department Store	255. Wangfujing Dajie (王府井大街255号)
	新东安市场	Sun Dong'an Market	Wangfujing Dajie (王府井大街)
	贵友大厦	Guiyou Shopping Mall	A5.Jianguomenwai Dajie (朝阳区建外大街A5)
	北辰购物中心	Beichen Shopping Center	Asian Garmes Village (朝阳区亚运村)
	双安商场	Shuang'an Shopping Center	East of Friendship Hotel (西三环人民大学附近)
	西单购物中心	Xidan Shopping Center & Xidan Market	North Xidan Avenue (西单北大街)

Category	Chinese Name	English Name	Address
Time-honored Shops	六必居	Liubiju (Pickled Vegetables)	Qianmen Area (前门)
	张一元	Zhangyiyuan (Tea)	Qianmen Area
	同仁堂	Tonrentang (Chinese Medicine)	Qianmen Area
	瑞蚨祥	Ruifuxiang (Silk and Satin)	Qianmen Area
	荣宝斋	Rongbaozhai (Ink, brush, slab)	Liulichang Area (琉璃厂)
	北京古玩城	Beijing Curio City	West of Huawei Bridge, Donsanhuan Nanlu, chaoyang district (朝阳区东三环南路)
Markets	红桥市场	Pearl Market	East Gate of the Temple of Heaven (天坛东门)
	潘家园	Panjiayuan Curio & Antique Market	Jinsong, on South 3rd Ring Road (南三环劲松)
	什刹海	Shichahai Market	Back Gate of Beihai Park (北海公园后门)
	秀水市场	Silk Market	Jianwaidajie (建外大街), east of the Friendship Store
	雅秀市场	Yashow	Sanlitun (三里屯)



## Culture Sites and Parks in Beijing

Category	Chinese Name	English Name	Address
Book-stores	中国书店	China Book Store	Liulichang (琉璃厂)
	王府井外文书店	Wangfujing Foreign Languages Bookstore	Wangfujing Dajie (王府井大街)
	西单外文书店	Xidan Foreign Languages Bookstore	No.179, Xidan Beidajie, Xicheng District 西城区西单北大街179号
	海淀图书城	Haidian Book City	31. Haidiandajie, Haidian District (海淀区海淀大街31号)
	王府井书店	Wangfujing Bookstore	Wangfujing Dajie (王府井大街)
Handicraft, Jewelry, Chinese Calligraphy Painting and Silk	北京友谊商店	Beijing Friendship Store	17 Jianguomenwai Dajie (建国门外大街17号)
	荣宝斋	Rongbaozhai Art Studio	19, West Liulichang (琉璃厂西街19号)
	北京工美大厦	Beijing Gong Mei Art World	200, Wanfujing Dajie (王府井大街200号)
	北京国际丝绸刺绣商店	Beijing International Embroidery & Silk Store	402, Anhuili, Andingmenwai Dajie (安定门外大街安惠里402)
	北京书画商店	Beijing Painting & Calligraphy Shop	289, Wangfujing Street (王府井大街289号)

Name	Special Characteristics	How to get there
天安门 Tian'an Men	坐落在北京中心	乘坐62路公交车到雍和宫, 换乘地铁到天安门东站或者天安门西站
故宫 Forbidden City	明清皇帝的宫殿	乘坐62路公交车到雍和宫, 换乘地铁到天安门东站或者天安门西站
颐和园 Summer Palace	皇家园林之一	乘坐419路公交车到小营, 然后换乘737路公交车去颐和园
北海公园 Beihai Park	各朝皇家园林之一	乘坐62路公交车到和平街北口, 然后换乘13路到北海公园
天坛公园 Temple of Heaven	皇帝在此祭天祈求丰收	乘坐684路抵达天坛公园
八达岭长城 Badaling Great Wall	距离北京最近的长城遗址	乘坐出租车到德胜门, 然后换乘919路公交车到八达岭
朝阳公园 ChaoYang Park	周边布满外国餐厅	乘坐419到朝阳公园
雍和宫 The Lama Temple	著名的喇嘛庙	乘坐62路公交到雍和宫
圆明园 Old Summer Palace	1860年被英法联军火烧的欧式皇家园林	圆明园乘坐419路公交车到小营, 然后换乘737到圆明园
中国国家博物馆 National Museum of China	中国珍宝最佳收藏处	天安门广场东



## Beijing Entertainment Guide

### General Information

City Weekend Magazine: [www.cityweekend.com.cn](http://www.cityweekend.com.cn)

That's Beijing Magazine: [www.thatsbj.com](http://www.thatsbj.com)

Timeout Beijing Magazine (no website)

Note: The above three magazines list the venues in Beijing, including art galleries, theatres, bars/clubs, restaurants etc, and offer information about up-coming events. Usually, you can get them for free from many bars in Beijing or you can also visit their websites to find what's going on in Beijing or subscribe to their email lists to receive updated information via e-mail.

### Theatre Informers

[www.piao.com.cn/en\\_piao](http://www.piao.com.cn/en_piao)

Note: You can check coming performances and book ticket.

### Kung-fu

#### Red Theatre 红剧场

Every evening 7:30 pm - 8:45 pm

Add: No. 44 Xingfu Street, Chongwen District;

崇文区幸福大街44号

Tel: 6714-2473

### Acrobatics

#### Tiandi Theater 天地剧场

Every evening 7:15 pm - 8:30 pm

Add: Dongsishitiao subway station, behind Poly theatre;

东四十条,保利剧院后

Tel: 6416-9893

#### Chaoyang Theatre 朝阳剧场

Every evening 7:15 pm - 8:30 pm

Add: No. 36 North Road of the East Third Ring Road;

东三环北路36号

Tel: 6506-0837

### Peking Opera (with English subtitles)

#### Liyuan Theatre 梨园剧场

Every evening 7:30 pm - 8:45 pm

Add: Qianmen Hotel, Xuanwu District;

宣武区前门饭店

Tel: 6351-8284

#### Huguang Theatre 湖广会馆

Every evening 7:30 pm - 8:45 pm

Add: Hufangqiao, Xuanwu District;

宣武区虎坊桥

Tel: 6351-8284

### Dance Show (can serve dinner too)

Beijing Night Show北京之夜

Every evening 8:00 pm - 9:15 pm

Add: No. 1 Dayabao Hutong;

大雅宝胡同一号,东二环空军招待所旁

Telephone: 6527-2814

### Movie

#### Cherry Lane Theatre 肯特中心

Add: 29 Liangmaqiao Lu

亮马桥路29号

Tel: 6430-1398

[www.cherrylanemovies.com.cn](http://www.cherrylanemovies.com.cn)

#### Megabox 美嘉国际影城

Add: Village, Sanlitun

Tel: 010-59863777

<http://www.imegabox.com/>

UME 华星国际影城 (安贞店)

Add: Universal Trade Centre, No. 36 East Road of the North

Third Ring Road

北三环东路36号环球贸易中心

Tel: (010) 58257733-125

<http://www.bjume.com/>





## Teahouse

Laoshe Teahouse 老舍茶馆

7:50-9:20pm, everyday

Add: 3rd floor, 3 Qianmendajie(前门大街3号, 3层)

Price: 60-180 RMB (tea and snacks included),

Tel: 6303-6830

Description: The show is a combination of Beijing Opera, cross-talk and acrobatics. You need to call ahead or check on line for the schedule and reservation.

<http://www.laosheteahouse.com>



## Hutong Tour

Prince Gong's Palace 恭王府

(Prince Gong: brother of Emperor Xianfeng and farther of Chinese last Emperor Puyi)

Add: 14 Liuyin Jie (west of the Drum Tower by crossing the Yingding Bridge)

Tel: 010-6618-6628

Opens 8:30am-5:00pm (10RMB with Student ID )

Hutong tours offer a shorter one for RMB 30, and another for 60RMB in which you can try touring and eating dumplings in a traditional restaurant. Ask your Chinese friend to book ahead.

## Travelling throughout china



### Travel Agencies for Air-tickets & Hotels

Yoeo travel: [english.yoeo.com](http://english.yoeo.com)

Dragonair travel (Hongkong & Thailand):

[www.kaholidays.com](http://www.kaholidays.com) Tel: 65182533

Ctrip travel: [english.ctrip.com](http://english.ctrip.com)

Elong travel: [www.elong.net](http://www.elong.net)

Youth Hostels: [www.yhachina.com/english/](http://www.yhachina.com/english/)

#### Please note:

- The above travel agencies offer great-value vacation packages (air-tickets and hotels) to many destinations in and outside China and **these packages are usually cheaper than buying air-tickets and hotels separately**; you need to **book earlier** if you are going to travel around holidays (the week following Labor Day May 1st and Chinese National Day October 1st)
- Usually you need to confirm your reservations and check the most up-to-date information (esp. for international flight) on the telephone with these agencies; they all provide English service (telephone numbers are indicated on their website).
- You can pay online or pay cash upon delivery.
- Don't use the Beijing Bus Tour to the Great Wall or elsewhere: too many shopping stops. Better take a cab, bus or subway.

### Travel by Train

- Train types include, G/C (CRH-High express), D (CRH-Express), Z (Non-stop), T (Express), K (Fast), and others. Train seats include Business seat, Super-class seat, First-class seat, Second-class seat, Luxe soft-sleeper, Soft sleeper, Hard sleeper, Soft seat, and Hard seat. No single train includes all types of the seats above.
- Behind the tall building opposite to west gate, there is an agency where you can buy train tickets and flight tickets, and you can also go to other agencies (only Chinese-language and charge RMB 5 for service) or train station buy tickets. In any case, you can only pay cash for tickets.



- Purchase train tickets on the Internet. It is a very popular way to buy ticket on the Internet, esp. for the student buyers. The official website is [www.12306.cn](http://www.12306.cn). Chinese are required to register an account with their ID number before booking and purchasing tickets on this website, after that, they can issue their paper tickets through the Automatic Ticket Teller, agencies, or train station. Foreigners can also register their accounts with Passport numbers, and purchase tickets. However they cannot issue the paper tickets by Automatic Ticket Teller.
- You can return ticket before the train departs only at the train station (however you have bought ticket from) and 20% fee is charged; you cannot return ticket after the train departs but within the next two hours the station can assign you on another train that goes to the same destination if any seat is available (but you can't expect your hard-sleeper ticket can get you any seat on the next train); afterwards your ticket simply expires.
- Student discounted train tickets are by regulation not sold to foreign students and can only be bought at train station (if you want to try your luck).
- You need to keep your train ticket for on-the-train check and exit-check; if you lose your ticket, be sure to report to train staff and buy a new one before going to exit, otherwise you'll be charged twice the price at exit.
- Beijing has 3 major train stations. Make sure you read the train ticket to know which train station your train will depart from.

#### Direction to Railway Station

- The Beijing Train Station 北京站 mainly operate trains to Northeastern (e.g. Ha'erbing 哈尔滨) & Southeastern (e.g. Shanghai 上海) China; You can take bus 674 to get there or take subway line 2 and get off at the train station stop.
- The Beijing West Train Station 北京西站 mainly to Central (e.g. Xi'an 西安), Southern (e.g. Guangzhou 广州), Southwestern (e.g. Chengdu 成都) and Northwestern (e.g. Urumqi 乌鲁木齐) China; You can take subway line 1 and get off at Military Exhibition Hall stop 军事博物馆, then walk to the south to the train station.

## Tour Operators

These agencies Offer set or custom tours inside China and abroad; they can design itineraries, arrange logistics and provide guide for your trip.

- China International Travel Service: [www.cits.net](http://www.cits.net)
- China Travel Service: [www.ctsho.com](http://www.ctsho.com)
- China Youth Travel Service: [english.cytsonline.com](http://english.cytsonline.com)
- Gray Line: [www.grayline.cn](http://www.grayline.cn)
- China Highlights: [www.chinahighlights.com](http://www.chinahighlights.com)
- Country Holidays: [www.countryholidays.com.cn](http://www.countryholidays.com.cn)

### Adventure & Special Trip Operators

CN Adventure: [www.cnadventure.com](http://www.cnadventure.com)

- Offers comprehensive and original trips all over China  
Wild China: [www.wildchina.com](http://www.wildchina.com)
- Specializing in adventure trips all over China (the best qualities and services in the industry)  
Beijing Hiker: [www.beijingshikers.com](http://www.beijingshikers.com)
- Offers weekend hiking trips around Beijing  
Cycle China: [www.cyclechina.com](http://www.cyclechina.com)  
Bike China: [www.bikechina.com](http://www.bikechina.com)
- Offers cycling trips around Beijing and across China  
Chinese Culture Club: [www.chinesecultureclub.org](http://www.chinesecultureclub.org)
- Offers weekend trips and seminars around Beijing  
South-east Asia: [www.exotissimo.com](http://www.exotissimo.com)
- Offers private trips to south-east Asia



## Chinese Visa

### China Visa office:

Tel: 84020101, add: East to Lama Temple (雍和宫)

### UIBE Visa office:

Tel: 64495563, add: Room 106, Building 6

- The following Asian countries and areas don't require visa for American passport: Japan, Taiwan, Hong Kong, Macao, Philippine, Thailand, Singapore.
- You need a reentry visa if you go to Hong Kong or Macao and return to China.
- Reentry visa application process: Fill up application form from UIBE Visa office and have it stamped by UIBE, go to China Visa office and leave the form with passport and photos, pick up later.

## Tips on Travel in China

### Taxi Cautions

- Always use **licensed taxis** and **record license number in case of trouble**, **keep the receipt in case you forget things on taxi or need to report to police for any abuses**; Be very careful when negotiating with private drivers; Always ask taxi drivers to turn on the meter and refuse to go ahead if the driver doesn't, and make sure you can see the number showing on the meter; Pay according to meter and toll fees.
- At Beijing Airport: Go to official taxi waiting place to take taxi and receive the taxi card from airport staff with your destination and taxi license number indicated; the usual taxi cost from Beijing Airport to UIBE is around 50 Yuan in the day and 70 Yuan in the night, plus 10 Yuan express way toll.

### Airport Shuttle Bus (cost: 16 Yuan)

- From airport to UIBE: take Bus No.5 (which goes to the final destination: Zhongguancun 中关村) and get off at Xiaoying 小营 stop (opposite Ito-Yokado Mall 华堂商场), walk back to UIBE.
- From UIBE to airport: wait for bus at the first floor of Sino-Pec Building (every 30 minutes from 7:20 am to 7:50 pm). **Always bring and take a good care of your PASSPORT when you are traveling in China!!!**

## Survival chinese and manners



## Survival Chinese

### Pronouns

I	wǒ	我
You	nǐ	你
he, she, it	tā	他/她/它
we, us	wǒ men	我们
you (Plural)	nǐ men	你们
they, them	tāmen	他们

### Greetings & Civilities

Hello	nǐ hǎo	你好
Goodbye	zài jiàn	再见
Thank you	xiè xiè	谢谢
You're welcome.	bú kè qì	不客气
I'm sorry	duì bù qǐ	对不起

### Small Talk

What's your name?	nǐ jiào shén me míng zì?	
你叫什么名字		
My name is...	wǒ jiào...	我叫...
No. (don't have)	méi yǒu	没有
No. (not so)	búshì	不是
I'm a foreign student.	wǒ shì líu xué shēng	我是留学生
What's to be done now?	zěn me bàn?	怎么办?
It doesn't matter.	méi shì	没事
I want	wǒ yào	我要
No, I don't want it.	bú yào	不要
Where are you from?	nǐ cóng nǎr lái?	你从哪儿来?
I'm from...	wǒ shì cóng... lái de	我是从... 来的
Korean	Hán Guó	韩国
USA	měi guó	美国
Philippines	fēi lǚ bīn	菲律宾



## Language Difficulties

I understand.	wǒ tīng de dǒng	我听得懂
I don't understand.	wǒ tīng bù dǒng	我听不懂
Do you understand?	dǒng ma?	懂吗?

Could you speak more slowly please?  
qǐng nǐ shuō màn yì diǎn, hǎo ma?  
请你说慢一点, 好吗?

## Emergencies – Mandarin

Help!	jù mìng a	救命啊
Fire!	huǒ zāi!	火灾
Thief!	xiǎo tōu!	小偷
I'm sick.	wǒ shēng bìng le	我生病了
I'm injured.	wǒ shòu shāng le	我受伤了
emergency	jǐn jí qíng kuàng	紧急情况
hospital	yī yuàn	医院
emergency room	jǐ zhěn shì	急诊室
police	jǐng chá	警察

## Transport

I want to go to ...	wǒ yào qù ...	我要去
I want to get off.	wǒ yào xià chē	我要下车
What time does it depart/arrive?	jǐ diǎn kāi/dào?	几点开/到
luggage	xíng lǐ	行李
left-luggage room	jì cún chù	寄存处
one ticket	yì zhāng piào	一张票
two tickets	liǎng zhāng piào	两张票
buy a ticket	mǎi piào	买票
refund a ticket	tuì piào	退票
taxi	chū zū chē	出租车

## Directions

Where is the ...?	... zài nǎr	...在哪儿?
I'm lost.	wǒ mí lù le	我迷路了
Turn right.	yòu zhuǎn	右转
Turn left.	zuǒ zhuǎn	左转
Go straight ahead.	yì zhí zǒu	一直走
Turn around.	wǎng huí zǒu	往回走
alley	nòng	弄
boulevard	dà dào	大道
lane	xiàng/hútong	巷/胡同
map	dì tú	地图

road	lù	路
section	duàn	段
street	jiē, dà jiē	街, 大街
No. 21	21 hào	21号

## Train

Train	huǒ chē	火车
ticket office	shòu piào chù	售票处
hard-seat	yìng xí, yìng zuò	硬席, 硬座
soft-seat	ruǎn xí, ruǎn zuò	软席, 软座
hard-sleeper	yìng wò	硬卧
soft-sleeper	ruǎn wò	软卧
platform ticket	zhàn tái piào	站台票
Which platform?	dì jǐ hào zhàn tái	几号站台
upgrade ticket(after boarding)	bǔ piào	补票
subway (underground)	dì xià tiě	地铁
subway station	dì tiě zhàn	地铁站

## Bicycle

Bicycle	zì xíng chē	自行车
I want to rent a bicycle.	wǒ yào zū yì liàng zì xíng chē	我要租一辆自行车
How much is it per day?	yì tiān duō shǎo qián?	一天多少钱?
How much is it per hour?	yì gè xiǎo shí duō shǎo qián?	一个小时多少钱?
How much is the deposit?	yā jīn duō shǎo qián?	押金多少钱?

## Toilets

toilet (restroom)	cè suǒ	厕所
toilet paper	wèi shēng zhǐ	卫生纸
bathroom (washroom)	xǐ shǒu jiān	洗手间



## Time

What's the time?	jǐdiǎn?	几点?
...hour ...minute	...diǎn...fēn	...点...分
3: 05	sān diǎn wǔ fēn	三点五分
now	xiànzài	现在
today	jīntiān	今天
tomorrow	míngtiān	明天
day after tomorrow	hòutiān	后天
yesterday	zuótiān	昨天
Wait a moment	dēng yíxià	等一下

## Visas & Documents

passport	hùzhào	护照
visa	qiānzhèng	签证
visa extension	yáncháng qiānzhèng	延长签证
Public Security Bureau (PSB)	gōng' ān jú	公安局
Foreign Affairs Branch	wài shì kē	外事科

## Telecommunication

Fax	chuánzhēn	传真
Computer	diànnǎo	电脑
Email	diànzǐyóujiàn	电子邮件
internet	yīntè wǎng/hùlián wǎng	因特网/互联网
Online	shàng wǎng	上网
where can I get online?	wǒ zài nǎr kěyǐ shàng wǎng?	
我在哪儿可以上网?		

## Accommodation

Is there a room vacant?	yǒu méi yǒu kōng fáng jiān?	
有没有空房间?		
Yes, there is/No, there isn't	yǒu/méiyǒu	
有/没有		
Can I see the room? wǒ néng kànkan fángjiān ma?		
我能看看房间吗?		
I don't like this room. wǒ bù xǐhuan zhèjiān fángjiān.		
我不喜欢这间房。		
Hotel	bīnguǎn/fàndiàn/jiǔdiàn	宾馆/饭店/酒店
reception desk	zǒng fúwù tái	总服务台
dormitory	duōrénfáng	多人房
single room	dānrénfáng	单人房

double room	shuāngrénfáng	双人房
bed	chuángwèi	床位
May I have a hotel namecard?		
yǒu méiyǒu lǚguǎn de míngpiàn?		有没有旅馆的名片?
Could I have these clothes washed, please?		
qǐng bǎ zhè xiē yīfú xǐ gānjìng, hǎo ma?		请把这些衣服洗干净, 好吗?

## Ordering Food

I want...	wǒ yào...	我要...
How much is it?	duōshǎo qián?	多少钱?
I want to take away my food.	Wǒ yào dǎ bao	我要打包
I dont want it to be too spicy.	bú yào tài là	不要太辣

## Air

Airport	fēijī chǎng	飞机场
charter flight	bāoji	包机
CAAC ticket office	zhōngguó mínháng shòu piào chù	中国民航售票处
one way ticket	dānchéng piào	单程票
return ticket	láihuípiào	来回票
boarding pass	dēngjīpái	登机牌
reconfirm	quèrèn	确认
cancel	qǔxiāo	取消

## Bus

bus	gōnggòng qìchē	公共汽车
minibus	xiǎo gōnggòng qìchē	小公共汽车
long-distance bus station	chángtú qìchē zhàn	长途汽车站
When is the first bus?	tóubān qìchē jǐdiǎn kāi	头班汽车几点开
When is the last bus?	mòbān qìchē jǐdiǎn kāi	末班汽车几点开
When is the next bus?	xiàyībān qìchē jǐdiǎn kāi	下一班汽车几点开



## Numbers

0	líng	零
1	yī, yāo	一
2	èr, liǎng	二
3	sān	三
4	sì	四
5	wǔ	五
6	liù	六
7	qī	七
8	bā	八
9	jiǔ	九
10	shí	十
11	shí yī	十一
12	shí èr	十二
20	èr shí	二十
21	èr shí yī	二十一
100	yī bǎi	一百
200	liǎng bǎi	两百/二百
1000	yī qiān	一千
2000	liǎng qiān	两千/二千
10,000	yī wàn	一万
20,000	liǎng wàn	两万
100,000	shí wàn	十万
200,000	èrshí wàn	二十万

## Manners in China

### Etiquette Dining:

- Don't load food on your plate.
- Don't pick up serving plate to shove food onto your plate
- Don't spin the lazy Susan to get a dish you want; wait until it comes to you. Look before you turn.
- Wait for honored guest or senior member to start eating before you eat
- Wait for toast before drinking beer, wine, soda; tea is okay to drink
- Host and senior member sit opposite the door. Junior members are closer to door
- It is fine to politely spit food on the edge of table or plate.
- At formal banquet, don't ask for rice. Rice filler indicates that food is not sufficient.
- At regular meal, if you want rice with meal, you need to ask for it.

### Gifts:

- Prepare gifts for holidays:
  - Moon cakes for Moon Festival.
  - Food, Drink for Spring Festival.
  - Red envelope for wedding and birthday and Chinese New Year to people younger than you.
- If you visit others' house, bring small gift: food, flowers, etc.
- Bring gifts if you visit a friend in hospital.
- If you stay with a family, bring gift when you come back from a long trip.
- Give gift in gratitude for special favors.
- Chinese will often refuse gift repeatedly, keep offering for 3 or 4 times.
- Gifts left unopened.
- If you want to open a gift on the spot, please ask if it is fine to open.

### Dress:

- Dress Modestly. You are guests. Do not steal the spotlight.
- More inconspicuously in suburbs.



- More inconspicuously when you visit temple or revered place
- Shirts usually are fine as daily outfit.
- Be neatly dressed in public places.

## Relationships:

- If you take your Chinese friend out to a bar or restaurant, you should pay. Although they will refuse your offer, try and insist.
- Remember that Chinese dorms are locked at 11:00pm.
- Join their activities; they are different from yours, and that is how you learn about China.
- Remember that traditionally same-sex friendships and other-sex attachments are expected to be permanent. Be mindful of what you are getting into.
- In China, friends feel comfortable asking friends for favors.  
Don't be surprised if your new Chinese friend asks you for a favor.
- A teacher's role is not just in classroom. "Laoshi" teaches and nurtures; they have a personal concern for you.
- Remember "face" (mianzi) is important. Do not publicly confront. Don't make others feel dumb in public.
- Don't raise your voice, don't get upset – this is considered to be a character flaw.
- Work more humble; do not be personally assertive; think of group; think of others. Respond to compliments with denial. If you are told "Your Chinese is excellent"; the correct response is "Bu Hao". Modesty is important.
- Praise the appearance of children; be careful in praising looks of people in opposite sex.
- Be wary of certain topics: Falun Gong, Taiwan, Xinjiang & Tibet independence, party control of China. It is fine to talk about religion if others bring up and in mutually respectful circumstances.
- Do not use a direct "NO". Disagree indirectly. "Let me consider it". "I will get back to you on that". These mean "no".
- Laughter does not necessarily mean funny. It can indicate he/she is not sure how to respond; it can mean embarrassment. Don't be upset if you are being laughed at. It could mean something very different than you think.
- Smile at stares. Especially with rural people. They will usually be bewildered at first, then return big smile. It will provide story for an otherwise boring day.

- Address seniors with title and name: Teacher Wang.
- Enter a room in protocol order – seniors, higher ranking first.
- If you are offered something with two hands, receive with two hands, e.g. business cards.
- If applauded, clap back politely.
- Technically, tipping is illegal in China. In small restaurants, waiters can get fired for accepting tips.

## Common Translations

### Going to Pharmacies near campus 去学校附近的药店

- Located just outside of west gate, opposite to CHINA DAILY building. It stands by 7-11.  
西门外中国日报社大楼的对过一侧就是7-11便利店
- Located just outside of west gate, on the left side of the first crossroad when heading north following the main street. Its name is JINXIANG. (金象大药店)  
西门外, 沿主街道面向北, 大街左边就是金象大药房
- Pharmacy 药店/药房
- I am sick 我生病了
- I would like to buy medicine 我想买一些药
- I have a fever 我发烧了
- I have a diarrhea 我拉肚子了(腹泻)
- I have a sore throat 我喉咙疼
- I think I have a sinus infection 我有窦感染
- I have chest congestion 我有东西卡在胸部了(胸部拥塞)
- I need a pregnancy test 我需要验孕
- How much does it cost? 这个多少钱?
- How often do I need to take these pills? 这些药隔多久吃一次?
- Can I take it on an empty stomach or should I take it with food? 这些药是空腹吃还是饭后吃?
- Please write the directions of how to take this medicine and I will have someone translate it when I return to campus.  
请写下服用这些药的方法, 我回学校后找人帮我翻译一下

### Going to Grocery Store 去小卖部

- Where can I find Skimmed milk? 哪里有脱脂牛奶?
- How much is this? 这个多少钱?
- I would like fresh vegetables 我想买些新鲜蔬菜。

### Going to Tailor's/Cleaners 去裁缝店/洗衣店

- Please sew this 麻烦您帮我缝一下。
- Please dry clean this 麻烦您帮我干洗一下。
- Please have this pressed. 麻烦您帮我熨一下。
- When will this be ready? 这个什么时候能做好?
- Do you have any specials if I come often?  
如果我经常来, 你有什么优惠吗?



## Useful Conversions

### Fahrenheit and Celsius

Fahrenheit =  $^{\circ}\text{C} \times 9/5 + 32$

Celsius =  $5/9 \times (^{\circ}\text{F} - 32)$

For example: when the degrees Celsius is 17, then the degrees Fahrenheit will be:  $17 \times 9/5 + 32 = 153/5 + 32 = 30.6 + 32 = 62.6$

Fahrenheit ( $^{\circ}\text{F}$ )	Celsius ( $^{\circ}\text{C}$ )
23	-5
32	0
41	5
50	10
60.8	16
69.8	21
80.6	27
89.6	32
98.6	37
100.4	38
102.2	39
104	40

### Weight and Length

kilogram (kg.)	gram(g.)	pound(lb.)	ounce(oz.)
1	1000	2.20462	35.2739
0.1	100	0.220462	3.52739
0.001	1	0.002204	0.035273
1000	-	2204.62	35274
0.453592	453.592	1	16
0.028348	28.3487	0.0625	1
meter(m.)	centimeter (cm.)	foot(ft.)	inch(in.)
1	100	3.2808	39.37
0.01	1	0.03281	0.3937
0.3333	33.33	1.094	13.123
0.9144	91.44	3	36
0.3048	30.48	1	12
0.254	2.54	0.833	1



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**Content Supported by:**

Mr. RIBEIRO ROBERTO (Director of TBC)

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NO 10, Huixin Dongjie, Chaoyang District  
School of Int'l Education, UIBE, Beijing, China

**Tel:** (86-10) 64492329/64492327

**Fax:** (86-10) 64493820

**E-mail:** sie@uibe.edu.cn

**website:** www.uibe.cn