

Whether in a business or social context, it is always polite to introduce those you are with. In a business setting in China, the most senior person will usually lead the introductions. Before a meeting, it's a good idea to clarify names and titles of those you are likely to meet. Make sure you have a business card ready to help the process of getting to know each others' names.

Dialogue

Zhè shì Steve
(This is Steve)

Ní hǎo

The Literal Translation

zhè = this
shì = to be/is

Pronunciation

1st Tone	2nd Tone	3rd Tone	4th Tone	Neutral tone
—	/	∪	\	
a single, constant pitch, almost like you are singing	a rising tone	a dipping tone	an 'angry' tone, abruptly falling in pitch	Neutral tone words are said lightly and without emphasis
			zhè, shì	



Extension

Using a surname with a title is often appropriate in business contexts. Common titles are:

- 'xiānsheng' = Mr
- 'xiǎojiè' = Miss
- Zhè shì Lee xiānsheng = This is Mr Lee.