A. Words and Expressions（語彙と表現）

Check pronunciation, meaning and expressions of the words with your tutor.
講師と一緒に単語の発音、意味、表現を確認しましょう。

<table>
<thead>
<tr>
<th>Words and Expressions</th>
<th>Example Sentence</th>
</tr>
</thead>
<tbody>
<tr>
<td>broken</td>
<td>This table is broken.</td>
</tr>
<tr>
<td>壊れている</td>
<td>このテーブルは壊れています</td>
</tr>
<tr>
<td>may I borrow…</td>
<td>May I borrow your pen?</td>
</tr>
<tr>
<td>…を借りたいのですが</td>
<td>ペンを借りてよろしいですか？</td>
</tr>
<tr>
<td>could you return it on/at/etc…</td>
<td>Could you return it tomorrow?</td>
</tr>
<tr>
<td>…に返してくれますか</td>
<td>明日これを返してくれますか？</td>
</tr>
<tr>
<td>English</td>
<td>Japanese</td>
</tr>
<tr>
<td>------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>stapler</td>
<td>ホチキスを貸してくれますか？</td>
</tr>
<tr>
<td>do you mind…</td>
<td>質問しても構いませんか？</td>
</tr>
<tr>
<td>sure, no problem</td>
<td>Sure, no problem. What do you need?</td>
</tr>
<tr>
<td>I’ll have it back by…</td>
<td>お昼までに返します。</td>
</tr>
<tr>
<td>thank you</td>
<td>Thank you, very much!</td>
</tr>
<tr>
<td>lost</td>
<td>私はペンをなくしました</td>
</tr>
<tr>
<td>you’re welcome</td>
<td>You’re welcome, you can always ask me.</td>
</tr>
<tr>
<td>どういたしまして</td>
<td>どういたしまして、いつでも聞いてください。</td>
</tr>
</tbody>
</table>

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Weblio辞書 英和辞典・和英辞典  
http://ejje.weblio.jp/  
Weblio 英語例文  
http://ejje.weblio.jp/sentence/
B. Reading (音読問題)

Read the sentences with your tutor.

講師と一緒に、以下の文章を読んでみましょう。

A: Hi, are you busy?

B: A little bit, why? Do you need anything?

A: Actually, yes. You’re going to the accounting office later, right?

B: Yes, after I finish my report.

A: Do you mind returning this book to the accounting manager for me? I borrowed it from him last week.

B: No, not at all. Anything else?

A: Is it okay if I borrow your stapler? I lost mine.

B: Sure, no problem.

A: Thanks. Is it alright if I return it this afternoon?

B: It’s fine but could you return it before 4PM?

A: Sure, I’ll have it back by 3:30.
C. Practice 2 (練習問題2)

Choose the most appropriate option.

最も適した選択肢を選びましょう。

1. Hi, are you busy?
   a. Sure, no problem.
   b. A little bit.
   c. I'll have it back soon.

2. You're going to the accounting office later, right?
   a. A little bit.
   b. Yes, after I finish my report.
   c. Sure, no problem.

3. Do you mind returning this book to the accounting manager for me?
   a. No, not at all.
   b. I lost mine.
   c. Do you need anything?

4. Is it okay if I borrow your stapler?
   a. Sure, no problem.
   b. A little bit.
   c. No, not at all.

5. Could you return it before 4PM?
   a. After I finish my report.
   b. No, not at all.
   c. Sure, I'll have it back by 3:30.
D. Conversation Practice (会話練習)

Talk about the following contents with your tutor.

講師と以下の内容に関じて議論してみましょう。

1. Do you usually borrow your co-workers’ things?

2. What do you do when your co-worker forgets to return your stuff?

3. What do you do when you forget to return your co-worker’s stuff?