



### A. Common Mistake (よくある間違い)

---

Read the article below and see if you can improve it.

下の文章を読んで、改善できる点はないか探してみましょう。

Sheila: But I really need more time to think about this.

Brad: How much time do you need?

Sheila: I'm not sure, but I don't think I can answer today.

Brad: When can you answer then?

Sheila: I need to talk to my department head.

Brad: Then think about it and let me know.

Sheila: I'll do that.

**B. Today's point (今日のポイント)**

---

Check those points with your tutor.

講師と一緒に、以下のポイントを確認しましょう。

It's acceptable to ask for time to think about the proposal. Say, "We cannot commit ourselves on that point until certain points are clarified."

Breaks are an effective way to digest counter-arguments and reinterpret issues objectively. It might seem impolite to ask for a break, but it will help the negotiation process in the long run.

**C. Natural Conversation (会話練習)**

---

Read the following sentences with your tutor keeping today's points in mind.

Today's pointに注意しながら、以下の文章を読みましょう。

Sheila: But I'm not sure we can commit ourselves on this until certain points are clarified.

Brad: Certainly, I'm happy to give you time to consider the offer.

Sheila: Thank you. Yes, that would be helpful.

Brad: Shall we reconvene at a later date?

Sheila: Yes. I'll just need to consult with my department head to discuss the details of the offer.

Brad: Sounds like a plan. I look forward to meeting with you again soon.

Sheila: Yes, I'll be in touch.

**D. Practice (練習問題)**

---

Answer the questions.

以下の問いに答えましょう。

1. Have you ever been in a situation where you needed to bargain for more time?
2. Do you have the authority to make important decisions at work?

**E. Exercise (演習)**

---

Do a rollplay with your tutor on the topic below using what you learned today.

今日学んだことを活かして、以下のトピックについて講師とロールプレイングしてみましょう。

Find a partner and present an idea to his or her. The partner then must ask for more time to make a decision.