

▶ Read the following with your tutor. 下の単語と例文を講師の後に続いて読んでみましょう。

Word / 単語	Definition / 意味	Sample Sentence / 例文
n. <b>sales target</b>  名詞 売り上げ目標	a set goal for a salesperson or sales department  営業員や営業部所で設定されている目標	<b>Ms. Nakano, please tell us about the sales target.</b>  中野さん、売り上げ目標について教えてください。
adj. <b>prospective</b>  形容詞 見込まれる	potential, possible  潜在性	<b>For this month, we have two prospective clients.</b>  今月は2人の見込み客がいます。
n. <b>initial offer</b>  名詞 最初の提案	first offer from a salesperson to a client  営業員から営業先への最初の提案	<b>I have already sent them the initial offer.</b>  最初のご提案はすでにお送りしております。
v. <b>recommend</b>  動詞 勧める	to advise or suggest  アドバイスしたり提案したりすること	<b>I recommend that you conduct your research on these two companies.</b>  この2つの会社について調査することをお勧めします。
n. <b>catalogue</b>  名詞 カタログ	list of items  商品の一覧	<b>You could personalize the catalogue according to their needs.</b>  先方の要求に応じてそのカタログの内容を先方向けにしてもらっていいですよ。
v. <b>elaborate</b>  動詞 詳しく述べる	to add further details  より細かな詳細をつけ加えること	<b>Could you please elaborate?</b>  もう少し詳しく教えてくださいませんか？
n. pl. insights <b>insight</b>  名詞、複数形 insights 洞察	clear or deep perception of a situation  状況を明確もしくは深く考察すること	<b>Thank you for your insights.</b>  洞察をいただきありがとうございます。

➤ Listen to your tutor as he/she reads the dialogue. Then, fill in the blanks with the appropriate words.  
講師が読む会話文をよく聞いて、空欄に適切な言葉を埋めましょう。

**TUTOR** Ms. Nakano, please tell us about the (1) \_\_\_\_\_.  
Do we have any (2) \_\_\_\_\_ clients for this month?

**STUDENT** For this month, we have two prospective clients who need additional office furniture since they plan to expand their businesses.  
I have already sent them the (3) \_\_\_\_\_.

**TUTOR** Sounds great. However, I (4) \_\_\_\_\_ that you conduct your research on these two companies so that you could personalize the (5) \_\_\_\_\_ according to their needs. What do you think, Ms. Nakano?

**STUDENT** I don't see what you mean, sir. Could you please (6) \_\_\_\_\_?

**TUTOR** What I mean is, you could try meeting the clients so you can find out how we can help them. Clients will rely on us more if you are friendly with them.

**STUDENT** Noted, sir. Thank you for your (7) \_\_\_\_\_.

➤ 講師が読んだ会話文から、適切な言葉を選べましたか？  
講師がそれぞれの空欄に何が入るか質問しますので、教えてください。

講師：「What is the missing word in blank no. \_\_? (1) to (7) (空欄1に入る単語はなんですか?)」  
あなた：適切な言葉を答えて下さい。

## Activity 3 Dialogue

4 min

➤ Refer to the dialogue in Activity 2. Read the dialogue with your tutor.  
Make sure all blanks are filled in before reading it aloud with your tutor.  
すべての空欄が埋まっていることを確認して、上の Activity 2 の会話文を講師と音読してみよう。

➤ Your tutor will read the following statements. Choose the appropriate response for each item.  
講師が1~5の文章を読みます。それぞれの文章に対して適切な答えをa~dから選び、音読してしてみましょう。

1. Do we have any prospective clients for this month?
  - a. No, we have two prospective clients for this month.
  - b. Yes, prospective competitors will generate our sales.
  - c. Yes, we have two prospective clients for this month.
  - d. No, the market for furniture will be saturated.
  
2. What do the prospective clients need?
  - a. The prospective clients need more office furniture.
  - b. The prospective investors must take care of the cats.
  - c. The prospective cliques need more popularity.
  - d. The prospective climate change looks dire.
  
3. Have you sent them the initial offer?
  - a. Yes, the initial offer was \$5000.
  - b. Yes, I have already sent them the initial offer.
  - c. No, I rejected the offer.
  - d. No, the initial offer was not sent.
  
4. What would be the best recommendation to meet your sales target?
  - a. I commend you on your negotiation skills.
  - b. I command the team to investigate the scene.
  - c. I recommend the apple pie to them.
  - d. I recommend that you conduct your research on these companies.
  
5. I don't see what you mean. Could you please elaborate?
  - a. What I mean is, you could try meeting the clients.
  - b. What I mean is, elaborate is detailed.
  - c. What I mean is, the preparations are elaborate.
  - d. What I mean is, it's not necessary.