

▶ 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
v. follow up 動詞 追求する	to ask for an update or progress of a task or request 業務や依頼した事項への最新の状況や進捗を聞くこと	I would like to follow up on the research I assigned to you. あなたにお願いした調査の進捗を聞きたいのですが。
v. encounter 動詞 出会う	to come upon or meet with unexpectedly; to experience something 思いがけず出会うこと、何かを経験すること	Did you encounter any problems? 何か問題に出くわしましたか？
n. data 名詞 データ	individual facts, statistics, or items of information 個別の事実や統計結果などの情報	Data gathering is challenging. データ集めは大変です。
n. progress 名詞 進捗	a movement toward a goal 目標達成までの動き	Kindly give me regular updates on your progress . お手数ですが、定期的に進捗報告をお願いします。
n. pl. errors error 名詞 エラー	a mistake 間違い	I can schedule a revision of this research if there are any errors . もし間違いがあればこの調査の修正の予定を立てられます。
n. revision 名詞 修正	the act of editing and correcting 修正や校正をすること	I can schedule a revision of this research if there are any errors. もし間違いがあればこの調査の修正の予定を立てられます。
v. drop by 動詞 立ち寄る	to visit casually or unexpectedly 気軽にもしくは連絡なしに訪ねること	I will drop by your office. あなたのオフィスにお邪魔しますね。

➤ 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 Good morning, Anya. I would like to (1) _____ on the research I assigned to you last Monday.

STUDENT Good Morning, Ms. Morgan. I'm almost done. I just need to write the last 2 pages.

TUTOR Did you (2) _____ any problems?

STUDENT Although (3) _____ gathering is challenging, my coworkers helped me throughout the process.

TUTOR Good to hear that. Kindly give me regular updates on your (4) _____, so I can schedule this research a (5) _____ if there are any (6) _____.

STUDENT Definitely. I will (7) _____ your office after I finish this.

➤ 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. I would like to follow up on the research I assigned to you.

- a. Sure! I'm almost done.
- b. No, it is.
- c. No, I'm okay.
- d. Sure, I'm not.

2. Did you encounter any problems?

- a. Yes, I don't have.
- b. Yes, I haven't, but it went well.
- c. None, everything's fine.
- d. None, everything are done well.

3. Kindly give me regular updates on your progress.

- a. Sure! I can't give you after I do this.
- b. Definitely.
- c. Okay. Wait an hour.
- d. Please wait there.

4. Kindly help me on revisions and errors.

- a. I can't do help you.
- b. I can help you maybe.
- c. Sure. I could let that happen.
- d. I can help you after I'm done with this.

5. Can I drop by your office later?

- a. I'm not busy.
- b. Sure, you will.
- c. I'm not sure, but they'll see.
- d. Sure, you can.