

➤ Read aloud the vocabulary words. Then, read aloud and complete the sentences.

単語を音読しましょう。その後、1~5の文の空欄に入るもっとも適当な単語を選んで文章を読みましょう。

単語

milestone (n.)

conclude (v.)

qualifiers (n.)

bid (n.)

fiasco (n.)

1. It seems to me that this _____ will ruin our reputation.
2. The confirmation of _____ shall be submitted today.
3. Do you have the list of _____ for the final interview?
4. This _____ the discussion on the new production procedures.
5. This development is a _____ in the business process.

➤ Read the whole dialogue with your tutor.
Make sure to fill in the blanks using the words in Activity 1.

講師と会話文を読みましょう。空欄にはActivity 1.で習った単語を入れましょう。

TUTOR Good morning. Thank you for coming on time. Let's get started.

STUDENT Alright sir, can I draw your attention to item 1—our main agenda—presentation of bid.

TUTOR It seems to me that we'll experience a (1)_____ with this.
They haven't confirmed our request yet, right?

STUDENT I apologize for the delayed confirmation of the (2) _____.
But the (3)_____ assured to outbring all the orders within this month.

TUTOR I see. They are the same production teams from the 2016 Olympics, right?
And it's a huge success.

STUDENT Yes, and they've just requested small changes on production period.

TUTOR That's just fine. We can adjust for that one, we don't need to spend too much time on this, but I need assurance.

STUDENT I'll take note of that, sir. So, that (4)_____ my report for the bid.
Any further adjustments, sir?

TUTOR I want to thank you and your team for your hardwork. I really appreciate it.

STUDENT Our pleasure, we're glad to be part of this new (5)_____.

▶ Listen to your tutor as he/she reads a passage twice. Then, answer your tutor's question.
講師が文章を2回読むので聞きましょう。その後、質問に答えましょう。

下の質問は、講師が読みあげる英文の内容に関する質問です。
よく聞いて、質問の答えを考えてください。

Question:

According to the passage, what are the main points to be included in a report?

➤ Read the following text aloud. Then, answer your tutor's question.

下の文章を読んでみましょう。その後、講師の質問に答えましょう。

You're about to leave work. Your boss requested you to send a detailed report on the progress of your team project which he had initially asked a week ago. You informed him that it would take a few more days to finalize the report. However, he insisted an offhand general report instead.