

▶ 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
adj. corporate 形用詞 法人の	relating to a corporation, especially a large company or group 法人に関係した、 主に大きな企業や団体のこと	May I request a copy of the corporate event program? 法人イベントプログラムの写しを頂けますか？
n. program 名詞 プログラム	a plan or schedule of activities to be followed 既定の活動予定や スケジュール	May I request a copy of the corporate event program? 法人イベントプログラムの写しを頂けますか？
n. client meeting 名詞 取引先との会議	a meeting with clients 取引先との会議	I have a client meeting in 10 minutes. 10分後に取引先との会議があります。
idiom get in the way イディオム 間に入る	to stop something from happening 何かが起こるのをとめること	I'm sorry to get in the way. 邪魔をしてごめんなさい。
n. appointment 名詞 面会の約束	a meeting set at a specific time or place 特定の時間や場所に 指定された会議	How about sending it to my email after your appointment? 面会の後にこれを私にメールで送付いただけませんか？
idiom ASAP イディオム できるだけ早く	An abbreviation of as soon as possible as soon as possible の略	I'll make sure to send it to you ASAP. 早く送ることを承知いたしました。
n. pl. inquiries inquiry 名詞 質問	an act of asking questions 何かを聞いて情報を求める こと	Should you have inquiries after receiving the file, just send me a message. ファイルを受け取った後で質問があればメッセージをください。

➤ 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 afternoon, Ms. Crawford.
May I request a copy of the (1) _____ event (2) _____?

STUDENT Definitely, Mr. Mori.
However, I'm afraid it's not a good time since I have a (3) _____ in 10 minutes.

TUTOR Oh, I'm sorry to (4) _____.
How about sending it to my email after your (5) _____?

STUDENT That will do. I'll make sure to send it to you (6) _____.
Should you have (7) _____ after receiving the file, just send me a message.

TUTOR I appreciate that. Thanks a lot!

STUDENT Don't mention it. I better get going. See you around!

➤ 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. May I request a copy of the corporate event program?
 - a. Definitely, Mr. Mori.
 - b. Yes, you are.
 - c. I agree with you.
 - d. No, you didn't.

2. I'm afraid it's not a good time since I have a client meeting in 10 minutes.
 - a. This can't happen.
 - b. What happened?
 - c. Yes, you may.
 - d. Oh, I'm sorry to get in the way.

3. How about sending it to my email after your appointment?
 - a. I disagree with you.
 - b. I have an idea.
 - c. That will do.
 - d. Yes, that's true.

4. I'll make sure to send it to you ASAP.
 - a. Yes, I won't.
 - b. No, you don't.
 - c. I appreciate that.
 - d. I'll take note of that.

5. Thanks a lot!
 - a. Don't mention it.
 - b. Thanks a lot!
 - c. Is this correct?
 - d. I didn't see it coming.