Activity 1 V	ocabulary Bank	3 min ビジネス英語初級編 Weblio 英会話	
▶ 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	
prep. regarding	about	I would like to ask for your help <b>regarding</b> the printer.	
前置詞 について	について	プリンターについてあなたの助けが必要です。	
adj. <b>recurring</b> 形容詞 頻繁な	happening frequently 何度も起こること	I have encountered <b>recurring</b> paper jams for the past few hours. このプリンターはよく紙が詰まります。	
n. <b>jam</b> 名詞 詰まる	get stuck and unable to move 引っかかってとれなくなる こと	Press the button to clear the paper <b>jam</b> .  ここ数時間、繰り返し紙詰まりが起きます。	
n. <b>model</b> 名詞 モデル	a particular design/version of a product 商品の特定のデザインや型	The printer <b>model</b> is QAZ-7890. このプリンターのモデルは QAZ-7890 です。	
v. <b>provide</b> 動詞 提供する	to give or supply あげたり供給すること	Thank you for the information you <b>provided</b> . 情報提供ありがとうございます。	
n. <b>instructions</b> 名詞 指示	guide ガイドのこと	Please listen to the following <b>instructions</b> . 次の指示をよく聞いてください。	
adj. aligned	in a straight line	Make sure that the pieces of paper are properly aligned.	

形容詞 ならべられた 一列になっている事

properly aligned. 書類が確実に並べられている事を確認してください。 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。

Good morning! This is Trina Marshall from TYU Group of Companies. May I speak to Mr. Ueda?		
This is Mr. Ueda speaking. How may I help you?		
I would like to ask for your help (1) the printer you sent yesterday.  I have encountered (2) paper (3) for the past few hours.  The printer (4) is QAZ-7890.		
Thank you for the information you (5)  Please listen to the following (6)  First, press the red button beside the power button to eject the jammed paper.  Next time, make sure the pieces of paper are properly (7) with the sheet feeder and the paper support.		
I see. Let me confirm the instructions.  First is to press the red button beside the power button, then make sure that the pieces of paper are aligned next time. Thank you for your help, Mr. Ueda.		

- **STUDENT** You're welcome, Ms. Marshall. Please do not hesitate to contact us again if you need assistance.
- ▶ 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、答えてください。

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ましょう。

- **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 speak with Mr. Ueda?
  - a. This is Mr. Ueda speaking. How may I help you?
  - b. This is Mr. Ueda fixing. What will I fix now?
  - c. This is Ms. Marshall working. What should I do?
  - d. This is Ms. Marshall printing important documents.
- 2. What is the model of your printer, Ms. Marshall?
  - a. The printer model would be me.
  - b. The printer model is QAZ-7890.
  - c. The printer model is nice.
  - d. The printer model looks good.
- 3. What's the problem with the printer?
  - a. The printer's problem is none of your business.
  - b. The printer's problem is the user himself.
  - c. I have encountered recurring paper jams for the past few hours.
  - d. The printer has recurring characters in the series.
- 4. What can I do to eject the jammed paper?
  - a. Put some jams on the paper to release it from the printer.
  - b. This computer is jam-packed with programs I needed at work! I'm so
  - c. Ejecting the jammed paper would be like jamming the concert hall.
  - d. Press the red button beside the power button to eject the jammed paper.
- 5. Can you please confirm if you got the instructions correctly?
  - a. Let me confirm the instructions.
  - b. I'll confirm the instructions later.
  - c. No, let me do that tomorrow.
  - d. Sure. First is to press the red button beside the power button, then make sure that the pieces of paper are aligned next time.