



## Making an appointment

予約をとる

### OBJECTIVES

To explain the purpose of a call  
電話の要件を説明する

To make an appointment  
予約をする

To summarize to confirm understanding  
理解できているか確認する

### EXERCISE 1

Role-play : Teacher » Takeo / Student » Vanessa (Switch roles after you read the dialogue)  
役割 (講師 » Takeo / 生徒 » Vanessa) にあわせて文章を読みましょう! ダイアログを読んだ後は役割を交代しましょう。

Vanessa Hi. **I'm calling to make an appointment.**

I'd like to see Derrick tomorrow afternoon. Is he available?

Takeo Let me see. Yes, he has two openings.

One at two o'clock and another at five.

Vanessa Great. **Please put me down for five o'clock.** Oh, and I have one question.

Is there a parking space nearby?

I usually come on the bus, but tomorrow I'm driving.

Takeo There would probably be a parking space right outside the shop.

Could I get your name and a contact number?

Vanessa Sure. My name is Vanessa, and I can be reached at 5683-4730.

Takeo **Let me just confirm.** Your name is Vanessa, your number is 5683-4730,  
and you'd like to see Derrick at five o'clock tomorrow. Is that correct?

Vanessa Yes, that's right. Thank you.

## EXERCISE 2

Fill in the blanks and read the dialogue.  
空欄を埋めて、ダイアログを読みましょう!

Vanessa Hi. I'm \_\_\_\_\_ an appointment.

I'd like to see Derrick tomorrow afternoon. Is he available?

Takeo Let me see. Yes, he has two \_\_\_\_\_.

One at two o'clock and \_\_\_\_\_ at five.

Vanessa Great. Please \_\_\_\_\_ for five o'clock. Oh, and I have one question.

Is there parking space \_\_\_\_\_?

I usually come on the bus, but tomorrow I'm driving.

Takeo There \_\_\_\_\_ a parking space right outside the shop.

Could I get your name and a contact number?

Vanessa Sure. My name is Vanessa, and I can \_\_\_\_\_ at 5683-4730.

Takeo Let me \_\_\_\_\_. Your name is Vanessa, your number is 5683-4730,

and you'd like to see Derrick at five o'clock tomorrow. \_\_\_\_\_?

Vanessa Yes, that's right. Thank you.

## FOLLOW UP QUESTIONS | 関連情報

Question 1

» What is one of the times that Derrick is available?

Answer 1

- a. Noon
- b. One o'clock
- c. Two o'clock
- d. Three o'clock

Question 2

» What does the man tell Vanessa?

Answer 2

- a. She can probably park close to the salon.
- b. There is a park across from the shop.
- c. It would be better to take the bus.
- d. Her appointment time has changed.

## EXERCISE 3

Practice speaking using the following scenarios.  
それぞれの状況に沿って、スピーキングを練習しましょう!

### Talk 1

You want to make an appointment at the Hair Apparent hair salon.  
You want to see Zachary sometime next Tuesday.  
Call the salon (your teacher) and make an appointment.

### Talk 2

You want to make a reservation at Zina's, a restaurant.  
You are planning to have dinner there tomorrow evening. There are six people in your group. Call the restaurant (your teacher) and make a reservation.

### Talk 3

You are a receptionist at the Kerrville Dental Clinic.  
A patient (your teacher) calls to make an appointment for tomorrow afternoon.  
Dr. Taylor is available at 2:30. Confirm the details with the caller.

## WORDS & PHRASES | 単・熟語表現の紹介

- » call to do / ~するために電話する    » be reached / 連絡がとれる    » nearby / すぐ近くに    » book / 予約する  
» opening / 空き    » contact number / 連絡先    » street parking / 路上駐車  
» fully booked / 空きがない、予約でいっぱいだ

## HOMework

### Writing 1

You want to make an appointment to have your eyes checked next week.  
You can go anytime Thursday after 1:00.  
Write an e-mail to the Hamilton Eye Clinic and ask for an appointment.

### Writing 2

You want to arrange a dinner party for 20 people on the last weekend in September.  
Write an e-mail to the manager of La Vita Italian restaurant and make a reservation.