

Giving Directions

指示を与える

OBJECTIVES

To refer to a starting point
スタート地点について触れる

To refer to a landmark
目印となるものに言及する

To describe a location
場所を説明する

EXERCISE 1 Read the following article aloud. 次の記事を声に出して読みましょう。

To : Katharine Jones
From : Victor Lang
Subject : Directions to our office
Date : December 4, 2012

Dear Ms. Jones,

As you requested,
here are the directions to our office.

We are located not too far from the Park Hotel, where you will be staying.

When you come out of your hotel, turn right.

Walk along West Street to the first intersection.

You'll see a Chinese restaurant on your right.

Take a left at the next corner and head down North Avenue for two blocks.

Our building is on the left, between SBF Bank and the La Brioche bakery.

Our office is on the 5th floor.

If you have any problems finding us,
give me a call at this number : 889-905-8888, extension 6.

Have a safe trip,
and I look forward to meeting you next Wednesday.

Best regards,
Victor

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!

To : Katharine Jones
From : Victor Lang
Subject : Directions to our office
Date : December 4, 2012

Dear Ms. Jones,

As you _____,
here are the _____ to our office.

We are located not too far from the Park Hotel, where you will be staying.
When you come out of your hotel, ____ ____.
Walk _____ West Street to the first _____.
_____ a Chinese restaurant ____ your right.
_____ a left at the next corner and _____ North Avenue for two blocks.
Our _____ is on the left, _____ SBF Bank and the La Brioche bakery.
Our office is on the 5th floor.

If you have any problems _____ us,
_____ at this number : 889-905-8888, extension 6.
_____ a safe trip,
and I _____ meeting you next Wednesday.

Best regards,
Victor

FOLLOW UP QUESTIONS | 関連情報

Question 1

» Which place is closest to Victor's office?

Answer 1

- a. The Park Hotel
- b. West Street
- c. A Chinese restaurant
- d. SBF Bank

Question 2

» What can be understood
about Katharine Jones?

Answer 2

- a. She will check out of her hotel on Wednesday.
- b. She works at an office on North Avenue.
- c. She is visiting Victor's office for the first time.
- d. She works for a bank.

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 have invited a new customer (your teacher) to your office.
Tell him how to get to your office from the nearest train station.

Talk 2

A client (your teacher) is on his way to your office, but he cannot find your building.
He has called you for directions.
Describe where your building is and refer to some landmarks.

Talk 3

You have invited a client (your teacher) to lunch at a restaurant you have chosen.
Tell the client how to get to the restaurant from the nearest station.

WORDS & PHRASES | 単・熟語表現の紹介

- » as you requested / あなたがご依頼になったので
- » walk along ~ / ~を直進する
- » intersection / 交差点
- » take a left (right) / 左折(右折)する
- » head / 進む
- » landmark / 目印となる場所、ランドマーク
- » give ~ a call / ~に電話をかける
- » look forward to ~ / ~を楽しみに待つ

HOMEWORK

Writing 1

A new customer from Norton Pharmaceuticals, Julie Pale,
will visit your office next Friday.
Write an e-mail to Julie and give directions to your office from the nearest station.

Writing 2

You are going to meet Stewart Blake, one of your regular clients,
for lunch to talk about a new business proposal.
You have chosen a restaurant that Stewart has never been to before.
Write an e-mail to Stewart and describe how to get to the restaurant
from the nearest station.