



Getting into the Discussion - Interrupting and Speaking Up

議論に加わる - 中断して発言する

OBJECTIVES

To interrupt firmly
きっぱりと中断する

To insist on an opinion
一つの意見に固執する

To make an additional point
付加的な要点を述べる

EXERCISE 1

Role-play: Teacher »Richard/Student »Linda. (Switch roles after you read the dialogue)
役割 (講師 »Richard/生徒 »Linda) 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。

Richard The next item to discuss is preparing our bid for the Copeland Mall development.
I thought we could put Brendan in charge of that.
If no one has any objections —

Linda **Sorry, Richard, but can I just stop you there?**
I'm not sure Brendan is the most suitable person to handle that task.

Richard I know he's still relatively new, Linda,
but he's done excellent work on other bids.

Linda **Even so, this is a large-scale project with a massive budget.**
I think it requires someone with more experience,
especially in commercial real estate.

Richard In that case, I'll ask Melissa to take the lead, and Brendan can support her.
Shall we move on?

Linda **I'd also like to add that I'm available to help if needed.**
I've dealt with the company managing this project before,
so I know what they're looking for.

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!

Richard The ____ ____ to discuss is preparing our bid for the Copeland Mall development.
I thought we could put Brendan ____ ____ that.
If no one has any objections —

Linda Sorry, Richard, but can I just stop you there?
I'm not sure Brendan is the most suitable person to ____ ____ ____.

Richard I know he's still relatively new, Linda,
but ____ ____ excellent work on other bids.

Linda Even so, this is a large-scale project with a massive budget.
I think it requires someone with more experience,
especially in commercial ____ ____.

Richard In that case, I'll ask Melissa to take the lead, and Brendan can support her.
Shall we ____ ____?

Linda I'd also like to add that I'm available to help ____ ____.
I've dealt with the company managing this project before,
so I know what they're ____ ____.

FOLLOW UP QUESTIONS | 関連情報

Question 1

» What can be understood about Brendan?

Answer 1

- a. The quality of his work is good.
- b. He has a lot of experience.
- c. Commercial real estate is his specialty.
- d. He asked for help with a project.

Question 2

» Who will be in charge of preparing the bid?

Answer 2

- a. Richard
- b. Linda
- c. Brendan
- d. Melissa

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 are placing an order with a supplier (your teacher) by phone.
You explain that you want to buy six office chairs. The supplier says that it will cost \$180 in total and begins to explain the delivery schedule. Interrupt firmly and explain that you were expecting the total price to be \$150.

Talk 2

You work for a store. You are at a staff meeting.
You have proposed running an ad in the local newspaper.
The owner (your teacher) is concerned that it will cost too much money.
Insist that you think it is worth the cost, because it will bring in more customers.

Talk 3

You are in a human resources meeting.
Your team is discussing candidates for a management job.
Your colleague, Janet (your teacher), asks your opinion about one of the candidates, Mr. Curtis. Explain that you think he is a good candidate because he has a lot of management experience.
Make the additional point that he has a business degree as well.

WORDS & PHRASES | 単・熟語表現の紹介

» bid / 入札 » development / 開発 » objection / 異議 » suitable / 適切な » relatively / 比較的
» commercial / 商業の » especially / 特に » take the lead / 先導する、リーダーシップをとる

HOMEWORK

Writing 1

Your company is planning its annual conference. Your colleague, Dawn Kelly, is in charge. By e-mail, you suggested that this year's conference should be closer to downtown. She replied to say that a downtown location would be too expensive. Write a reply to Dawn explaining that you understand her point, but insist that a downtown location is better because it will be more convenient for guests.

Writing 2

You have organized a meeting with a client on Friday at 9:30. However, you have another appointment on Friday morning, so you would like to delay the meeting until 10:30 if possible. You have also invited another person, your colleague Brian, to join the meeting. Write an e-mail to the client requesting the time change. Make the additional point that you have invited Brian to take part as well.