

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!

Owen I think we need to _____ two temps to help us prepare the _____.
Our _____ marketing team can't handle it _____.
With two temps working alongside two of our people,
I believe we can meet the October 3rd _____.

Brenda So, _____ you correctly, you think we need four people to work full time
for a month to make the catalog, _____?

Owen Yes, that's right.

Brenda I'm afraid I have to disagree with you.
When we created the catalog we're using _____,
it took five of us about two weeks to _____.
If we have a month to complete the work this time,
I think three people will be _____. Does that make sense?

Owen I see what you mean. _____.
OK, so we just need to ask for one temp, right?

Brenda Yes. I'll put in a request _____.

FOLLOW UP QUESTIONS | 関連情報

Question 1

» How many people worked
on the catalog last time?

Answer 1

- a. 2
- b. 3
- c. 4
- d. 5

Question 2

» What will Brenda do?

Answer 2

- a. Hire two new people
- b. Proofread the catalog
- c. Request one temp
- d. Complain to her manager

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 talking with your coworker (your teacher). She thinks the company's new logo is better than the old logo because it's more colorful. However, you don't like the new logo. Confirm her opinion, then disagree professionally.

Talk 2 You are meeting with your partner (your teacher). He wants to expand the business into China because it is a large market. However, you don't think China is a good market for your company's services, because there are many competitors. Confirm your partner's opinion, then disagree professionally. Request feedback on your logical explanation.

Talk 3 You are talking with your accountant (your teacher). He thinks you should be able to cut costs by buying cheaper supplies. However, you believe your customers are very quality-conscious and will stop buying from you if the quality of your products is not kept high, and good supplies are essential for high-quality products. Confirm your accountant's opinion, then disagree professionally. Request feedback on your logical explanation.

WORDS & PHRASES | 単・熟語表現の紹介

» temp / 臨時スタッフ » alongside ~ / ~と平行して、一緒に » more than enough / 十分過ぎる

» make sense / 筋が通っている » logical / 論理的だ » put in a request / 申請する、リクエストを出す

» partially disagree / 部分的に反対である » completely disagree / 全面的に反対である

HOMEWORK

Writing 1 You work in your company's legal department. You had a meeting with a sales rep yesterday. He wants to change the contract with a customer so the customer can pay later. He thinks if you do that then the customer will order more products. However, you think other customers will complain if they find out you changed your policy for one customer. Write an e-mail to your colleague (your teacher). Confirm your colleague's opinion. Disagree professionally. Request feedback on your logical explanation.

Writing 2 You are planning a retirement party for Jeff, your company's vice president. Your coworker is helping you organize the event. Your coworker wants to hold the event in a large meeting room in your office so there will be more money available to buy good catered food and beverages. However, you think it will be easier for people to relax at an outside venue. Write an e-mail to your coworker (your teacher). Confirm your colleague's opinion. Disagree professionally. Request feedback on your logical explanation.