

WHAT'S THE DIFFERENCE BETWEEN THESE TWO SENTENCES ? - "I HAVE TWO UNCLAS WHO ARE VERY OLD", AND "I HAVE TWO UNCLAS, (COMMA) WHO ARE VERY OLD" ?/ The difference ... the first sentence means I have other uncles ... the second sentence means I have only two uncles ...

WAVE 振る	GOODBYE さよなら	SAY GOODBYE さよならを言う	DISTANCE 距離	WAVY 波打っている
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WHAT AM I DOING ? You're waving your hand

WHAT HAPPENS TO THE BRANCH OF A TREE WHEN IT WAVES TOO MUCH IN THE WIND ? When the branch ... it breaks and falls to the ground

ON WHAT OCCASIONS DO WE WAVE OUR HANDS ?/ We wave our hands when we say goodbye to someone at the station, or when we want somebody to notice us from a distance

677 DO YOU LIKE TO TRAVEL BY BOAT WHEN THE WAVES OF THE SEA ARE VERY HIGH ? Yes, I like to ... or ... No, I don't like to ...

WHY OR WHY NOT ? ... sea-sick ...

DO YOU PREFER WAVY HAIR RATHER THAN STRAIGHT HAIR ?/ Yes, I prefer ... or ... No, I don't ...

RECOMMEND 薦める

SUPPOSING YOU WORKED IN A LIBRARY, WHICH BOOK WOULD YOU RECOMMEND A PERSON (A BOY OF 15, FOR EXAMPLE) TO READ ?
Supposing I worked in ... I'd recommend a ...

WHAT KIND OF JOB DO YOU THINK I COULD RECOMMEND YOU FOR ?
I think you could ...

WHY ?/

WHAT DO YOU RECOMMEND A PERSON TO DO IF HE WANTS TO SUCCEED IN LIFE ?
I recommend a person to ... if he wants ...

GRAM グラム

POUND ポンド

HOW MANY GRAMS MAKE A POUND ? About 454 grams make a pound

678 **IDIOM 11**

BROKE = without money 無一文の

e.g. We spent all the money we took with us and arrived home broke.

There are many words in English which, although having only one spelling, have two different pronunciations, as for example, read (present tense) and read (past tense), use (v) and use (n), separate (v) and separate (adj).

- 680 WHAT'S THE DIFFERENCE BETWEEN "SEPARATE" (V.) AND "SEPARATE" (ADJ.)? The difference ... is that ... is the verb ... is the adjective

A BUSINESS LETTER /

REFERENCE 参照, 参考	GOODS 品物	ORDER 注文	STRIKE ストライキ
POST OFFICE 郵便局	MANAGER 支配人	MANAGE 扱う, 処理する	CONDITIONS 条件
POST (v) 投函する	LETTER-BOX 郵便箱	FAITHFULLY 敬具	SINCERE 誠実な
COMPANY 会社		LIMITED 有限責任会社	SINCERELY 敬具

- 681 The Ajax Metal Co. Ltd.,
15 Victoria Road,
London S.W.1.

Messrs. J. Baker & Co.
23, Market Street,
Coventry

21st January 1992

Dear Sir,

With reference to your letter of 19th January, we would like to inform you that we sent the goods you requested the moment we received your order. The reason for the delay has been the strike at the Post Office, which is now over. We feel sure, therefore, that they will arrive within the next few days.

Yours faithfully,

J.A. Parker
(Manager)/

The letters Co. = company; Ltd. = limited; Rd. = road; St. = street; S.W. = south-west; the sign "&" = and; the word "Messrs" we sometimes use for a business company: it is the plural of "Mr."/

Instead of "Dear Sir", we can use "Dear Sirs" or "Dear Madam" or "Dear Mr. Baker" depending, of course, on the kind of person to whom we are writing. Also, we can close the letter with "Yours sincerely" instead of "Yours faithfully" if we have addressed the person by name./

682 SUPPOSING WE ARE WRITING A BUSINESS LETTER, WHERE DOES THE NAME OF OUR COMPANY USUALLY GO ON THE LETTER PAPER ?

Supposing we are ... the name of our company usually goes in the middle at the top; but it can also go on the left or the right

WHERE DO WE TYPE THE NAME AND ADDRESS OF THE COMPANY TO WHICH WE ARE WRITING ?/ We usually type ... in the top right-hand corner of the letter, or in the top left-hand corner

HOW AND WHERE DO WE USUALLY WRITE THE DATE ? We usually write the date, for example, as 15th April 1992 in the middle of the page

WHAT DO WE CALL THE PERSON OR PERSONS WE ARE WRITING TO ? We call the ... Dear Sir, Dear Sirs, Dear Madam, Dear Mr. Baker etc.

IF WE ARE ANSWERING A LETTER, HOW DO WE USUALLY BEGIN OUR LETTER ?/ If we are ... we usually ... "With reference to your letter of 19th January ..."

HOW DO WE CLOSE THE LETTER ? We close ... with "Yours faithfully (or sincerely)"

WHAT DO THE LETTERS "CO." MEAN ? The letters ... "company"

WHAT DO THE LETTERS ... LTD. RD. ST. THE SIGN "&"; AND THE WORD "MESSRS." MEAN ? The letters ...

683 WHAT IS A REFERENCE LIBRARY ?/ A reference library is a place where reference books are kept. We refer to these books for particular information

WHAT DO WE MEAN BY THE WORD "GOODS" ? By the ... we mean anything that is bought or sold

WHY DO PEOPLE GO ON STRIKE ? People go on strike because they want more money or better working conditions ...

DO YOU THINK THAT PEOPLE SHOULD HAVE THE RIGHT TO STRIKE ? Yes, I think that ... or ... No, I don't ...

WHY OR WHY NOT ?/

HOW DO WE KNOW WHEN A DOG IS IN GOOD CONDITION ? We know ... when its coat is shining and its nose is cold and wet ...

WHEN YOU POST A LETTER, DO YOU TAKE IT TO THE MAIN POST OFFICE OR DO YOU JUST PUT IT IN THE NEAREST LETTER-BOX (OR POST-BOX)?
When I post a letter, I ...

WHAT DOES A MANAGER DO? A manager manages a business etc., that is, he runs a business ...

IF YOU CAN'T MANAGE TO ANSWER A QUESTION, WHAT DOES THE TEACHER DO?
If I can't ... helps me ...

684 **SHOULDER** 肩

WHAT'S THIS? It's your shoulder

CAPITAL LETTER 大文字

WHEN DO WE USE A CAPITAL LETTER ?/ We use ... at the beginning of a sentence, for the pronoun "I", for the first letter of the name of a person or place ... etc

BEAUTY 美

WHICH DO YOU THINK IT'S BETTER TO POSSESS - BRAINS, BEAUTY OR MONEY?
I think it's ...

WHY?

CORN とうもろこし

WHEN DO THEY CUT THE CORN IN YOUR COUNTRY? They cut ...

WEED 1733 雑草

WHAT DO WE DO WITH WEEDS IN A GARDEN ?/ We pull weeds in a garden out of the ground and either burn them or throw them away

IDIOM 12

JUST THE JOB = exactly what is needed 打ってつけのもの

685 e.g. "Try opening the door with this piece of metal." - "Ah, thank you, that's just the job. We'll be able to open the door with that in two seconds."

WHAT DOES THE IDIOM "JUST THE JOB" MEAN? The idiom ... "exactly what is needed"

GIVE ME AN EXAMPLE, PLEASE !

I looked all over the house until I finally found something that was just the job for repairing the table

DICTIONARY 59 TO BE ON THE SAFE SIDE = TO BE SURE 大事をとる

It is often easier/ to tell a lie/ than to tell the truth,/ but life is made much easier/ and much more pleasant/ if we tell the truth/ and in return/ can believe what people say./ The man was not/ very badly hurt in the accident,/ but he was taken to hospital/ to see the doctor,/ just to be on the safe side./ Factory chimneys/ are usually quite high/ in order to draw the fire/ and also to carry the smoke away/ into the air high above the factory/ to be blown away/ by the wind./ The rope broke,/ and the barrel of wine/ fell to the ground and broke open.