

WITHIN YOUR REACH

Keys to Conversation

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NAN'UN-DO

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TO OUR STUDENTS

ABOUT YOU: Welcome to *Within Your Reach!* You've been studying English for many years now, so you already know a lot about it. But maybe you haven't had many opportunities to speak it. This book gives you plenty of chances to put your English into practice and to learn much more. We know that you are different from your classmates; each of you has different reasons for learning English; each of you wants to find the best way to practice and to study. Be active in class. The more you use English, the better you will remember it.

ABOUT THIS TEXTBOOK: *Within Your Reach* has two meanings for you. The first is that the twelve topics in this textbook are familiar and easy to talk about. Using the useful vocabulary presented in this book will give you more confidence. But *Within Your Reach* also means pushing yourself to reach higher and higher levels in your English ability. There is much to discover—if you challenge yourself!

ABOUT US: We've been working together as English teachers for more than ten years. We enjoy teaching students like you. We wrote this book because we wanted to give you a chance to use English and to gain confidence in yourself as a speaker of English. We hope that you enjoy using this textbook and learn a lot. And remember: Aim high and reach for your goals.

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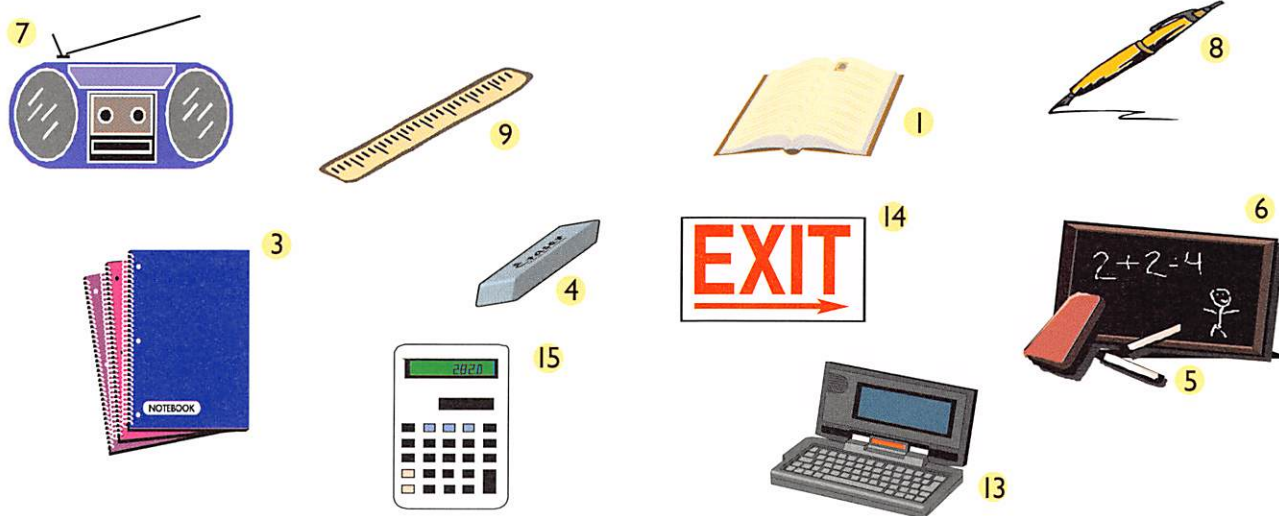
UNIT 1

CLASSROOM CUES

A. Warm-Up – Things in the Classroom

With a partner, ask and answer questions about things in your classroom, as in the example. Student B should cover the list of answers.

Example: Student A: What is number 3? Student B: It's a notebook.



- | | | | | |
|----------------|------------------|-------------------------|-----------|----------------|
| 1. textbook | 2. pencil | 3. notebook | 4. eraser | 5. chalk |
| 6. board | 7. tape recorder | 8. pen | 9. ruler | 10. class list |
| 11. cell phone | 12. pencil case | 13. computer dictionary | 14. sign | 15. calculator |

Now ask your partner which things she/he uses in class. Which do you use in class?

B. 1. Introducing Yourself – A Good Handshake and Friendly Eye Contact

Walk around the room and introduce yourself to several classmates, and to your teacher, too. Remember to give a firm handshake and make friendly eye contact. Follow the example below, using your own name. The bold words are stressed.



- A : Hi, I'm Junko Kobayashi.
- B : Hi, I'm Tsutomu Hara.
- A : Nice to **meet** you. What's your first name again?
- B : My **first** name is Tsutomu and my **last** name is Hara.
- A : Nice to **meet** you, Tsutomu. (shake hands)
- B : (with eye contact) Nice to meet **you, too**, Junko.

B. 2. Name Card Exchange

Make a name card by writing your first name on a piece of paper. Choose a partner and introduce yourself. Have a short conversation, as in the example below. Don't forget to give a good handshake and make friendly eye contact. Then exchange name cards, so that you become your partner, and your partner becomes you. Next, find a new partner. Try to remember your first partner's information so that you can tell your new partner about her/him.

Example:



A : Hi, my name's Junko. Nice to meet you.
B : Hi, I'm Tsutomu. Nice to meet you, too. Where are you from, Junko?
A : I'm from Chiba. And you?
B : I'm from Yokohama.
A : Oh, and what do you like to do?
B : Well, I like to play tennis, and listen to music.
A : Oh, I like to listen to music, too, and I like swimming.
B : Really? Well, nice talking to you, Junko! Bye!

C. How Do You...?

Here are some important questions you will need to know and use, both inside and outside the classroom. With a partner try to match the two halves of the questions.

How do you write your *this word?*
to school?
the heater?
How do you turn on
in English?
How do you pronounce
"communication"?
How do you say "keshi gomu"
How do you come
How do you spell
name in kanji?

Now write the questions on the lines.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____



D. Match and Read

Look again at the questions on the previous page and read them out loud one at a time to your partner. Your partner should choose the correct answer for each question from the sentences below and read it out loud to you. Take turns asking and answering.

1. I come to school by bicycle and by train.
2. You say it like this – “beau-ti-ful.”
3. My name has two kanji. It looks like this. (Write the kanji.) The first kanji is “natsu.” It means summer. The second one is “ko,” which means child.
4. “Keshi gomu” means “eraser.”
5. You spell it “C-O-M-M-U-N-I-C-A-T-I-O-N.”
6. Press the top button on the right.

E. Classroom Expressions

Study the following expressions for a few minutes. They are used in common classroom situations. Ask your teacher for help when you don't understand the expressions.

Apologies / Clarifiers

Sorry I was late. (There was a train accident.)

Sorry, I forgot my textbook. (It's in my locker.)

Sorry, I don't understand what to do.

Sorry, I can't read the board.

Sorry, I can't come to the next class.
(I have a doctor's appointment.)

Sorry, we haven't finished yet.

Sorry, I didn't catch your name.

Sorry, what did you say?

Sorry, I was absent last class. (I was sick.)

Sorry, but what does _____ mean?

Requests*

Could I go to the restroom?

Could I have a handout?

Could I borrow your _____?

Could I go to my locker?

Could you repeat that?

Could you speak slower?

Could you tell me your name again?

Could you speak louder?

Could we have more time?

*You can add “please” to the end of all of these questions to make them more polite.

F. What do you say?

Now, let's try using these expressions. First, the apologies and clarifiers (reasons). Look at the classroom situations below. What would you say in each? Find the correct answers in the "Apologies/Clarifiers" column on the previous page. Practice reading the situations and the correct answers with a partner, as in the example.

Example: A: You can't read what the teacher wrote on the board. What do you say?

B: Sorry, I can't read the board.

Apologies / Clarifiers

1. You have to be absent from the next class. What do you say? (Give a reason.)
2. You didn't understand the meaning of a word. What do you say?
3. You can't read what the teacher wrote on the board. What do you say?
4. You were late for class. What do you say? (Give a reason.)
5. The teacher has explained the activity, but you still don't understand. What do you say?

Next, let's practice using the requests. Look at the situations below. What would you say in each? Choose your answers from the "Requests" column. Practice with your partner as above.

Requests

1. You left your textbook in your locker. What do you ask?
2. You didn't get a handout. What do you ask?
3. You need to use an eraser. What do you ask?
4. You are not finished with the activity yet. How do you ask for more time?
5. You didn't catch what the teacher said the first time. What do you ask?
6. You have to go to the bathroom. What do you ask?

G. Saying Good-bye!



Fill in the blanks in these conversations with words from the list in parentheses below each conversation. Walk around the room and practice the conversations with different people, including your teacher.

1. A : Gee, it's getting late. I have to go.
 B : Me, too. See you ____ week.
 A : Yes! Have a nice _____.
 B : You, too.
 (last, next, weekend, homework)



2. A : Well, I have to go ____.
 B : Okay, it ____ nice talking to you!
 A : Yes, it was nice talking to you, too!
 B : See you tomorrow.
 A : Okay, bye!
 (yesterday, now, is, was)

3. A : Oh, it's ____ to go!
 B : Okay, ____ you later.
 A : Take care.
 B : Thanks. You, too.
 (until, time, when, see)



4. A : Uh oh, gotta ____!
 B : Me, too!
 A : I'm outta ____!
 B : See ya!
 A : So long!
 (be, here, go, see)

Which conversation is the most formal? _____ Which one is the most casual? _____

VOCABULARY CHECKLIST

NOUNS

<input type="checkbox"/>	accident	事故、災難
<input type="checkbox"/>	activity	演習、活動
<input type="checkbox"/>	appointment	約束
<input type="checkbox"/>	bathroom/restroom	お手洗い、トイレ
<input type="checkbox"/>	board	黒板
<input type="checkbox"/>	calculator	計算器
<input type="checkbox"/>	cell phone	携帯電話
<input type="checkbox"/>	chalk	チョーク
<input type="checkbox"/>	class list	名簿
<input type="checkbox"/>	communication	連絡
<input type="checkbox"/>	computer dictionary	電子辞書
<input type="checkbox"/>	eraser	消しゴム
<input type="checkbox"/>	eye contact	視線を合わせること
<input type="checkbox"/>	handout	配布資料、プリント
<input type="checkbox"/>	handshake	握手
<input type="checkbox"/>	heater	ヒーター (暖房装置)
<input type="checkbox"/>	locker	ロッカー
<input type="checkbox"/>	mirror	鏡
<input type="checkbox"/>	notebook	ノート
<input type="checkbox"/>	pencil case	鉛筆入れ
<input type="checkbox"/>	pencil/pen	鉛筆/ペン
<input type="checkbox"/>	reason	理由
<input type="checkbox"/>	ruler	定規
<input type="checkbox"/>	sign	標識
<input type="checkbox"/>	tape recorder	テープレコーダー
<input type="checkbox"/>	textbook	教科書

VERBS

<input type="checkbox"/>	borrow	借りる
<input type="checkbox"/>	catch (your name)	(名前を) 聞き取る
<input type="checkbox"/>	explain	説明する
<input type="checkbox"/>	finished	~を済ませてしまっている (finish の過去形・過去分詞形)
<input type="checkbox"/>	forgot	忘れた (forget の過去形)
<input type="checkbox"/>	(it) means	それは~という意味です
<input type="checkbox"/>	press the button	ボタンを押す
<input type="checkbox"/>	pronounce	発音する
<input type="checkbox"/>	repeat	繰り返す
<input type="checkbox"/>	spell	(単語を) 綴る
<input type="checkbox"/>	take care	気をつけて、お元気で
<input type="checkbox"/>	turn on	(テレビ、ラジオ、ヒーター などを) つける

ADJECTIVES and OTHER EXPRESSIONS

<input type="checkbox"/>	(the) first time	最初、一回目
<input type="checkbox"/>	absent	欠席の
<input type="checkbox"/>	correct	正しい
<input type="checkbox"/>	late	遅れた、遅刻した
<input type="checkbox"/>	louder	もっと大きな声で
<input type="checkbox"/>	on the right	右側の