

テキストの訂正

QQEnglish で制作しておりますテキストの訂正箇所についてのご案内です。

受講中のカリキュラムのテキストに訂正箇所が発生した場合、こちらの正誤表で訂正内容をお知らせしております。

生徒の皆さまに多大なご迷惑をおかけしましたことを謹んでお詫び申し上げますとともに、下記の正誤表にて訂正箇所をご確認くださいませようようお願い申し上げます。

Business English

(2016/6/10 公開)

Business English 4

レッスン名	ページ	誤	正
A6	1	Can you tell me that situtaion ?	Can you tell me that situation ?
A8	1		B: Who is that again? の後に A: Mr. Swift. を追加
A9	1	Would you mind if I called back in five minutes?	Would you mind if I call back in five minutes?
A10	1	A: Hello, good afternoon. May I speak to Ms. Fonda pls ?	A: Hello, good afternoon. May I speak to Ms. Fonda please ?
A10	1	3. If you had 5 hours left to live what message would you want to tell your family and friends?	3. If you had 5 hours left, what message would you want to tell your family and friends?

B2	1	I made it possible for Kyoto Tradings to import products from Australia.	I made it possible for Kyoto Tradings to import product from Australia.
B4	1	A: Please don't forget that we have a meeting with our clients.	A: Please remind our clients that we will have a meeting with them tomorrow.
B4	1	B: I will make sure all my clients are informed .	B: I will make sure all our clients are reminded .
B6	1	1. Aside from business,...	1. Apart from business,...
B8	1	What do you remember most about you past?	What do you remember most about your past?
B9	1	Describe the place where we grew up.	Describe the place where you grew up.
D2	1	It should be short and should not express any argument with guest speaker or make any corrections to that speech.	It should be short and should not express any argument with the guest speaker or make any corrections to that speech.
E2	1	B: The purpose of this presentation is to enable each to build a good working relationship.	B: The purpose of this presentation is to enable each department to build a good working relationship.
E4	1		画像を変更
E5	1		画像を変更
E6	1		画像を変更

Business English 5

レッスン名	ページ	誤	正
A1	2	b. You picked up a c client at an airport.	b. You picked up a client at an airport.
A3	2	next f inally	next finally
B3	1	Look at for the words in the Dialogue Box.	Look for the words in the Dialogue Box.
C1	2	• I vv the minutes of the meeting.	I am writing the minutes of the meeting.
D2	2	1. What does Nikki call again?	1. Why does Nikki call again?
D2	2	2. What does Nikki want to speak with?	2. Who does Nikki want to speak with?
A-E		LESSON	LESSON

Business English 6

レッスン名	ページ	誤	正
A3	1	I just need to tell you something regarding about the report	I just need to tell you something about the report.
A3	2	However, your boss continue to make very obnoxious comments, and you know that it makes others uncomfortable as well.	However, your boss continues to make very obnoxious comments, and you know that it makes others uncomfortable as well.
A5	1	1. I will send you last month's invoice so that you can compare the prices of the goods we purchased.	1. I will send you last month's invoice so that you can compare the prices of the goods we purchased.

A5	1	2. Since our cash flow is running low, the company has agreed to cut down the budget allocated to each department.	2. Since our <u>cash flow</u> is running low, the company has agreed to cut down the budget allocated to each department.
A5	1	3. Clients, who order in large bulk, don't need to pay in one go .	3. Clients, who order in large bulk, don't need to pay <u>in one go</u> .
A5	1	4. The employers who have conflicting ideas agreed to compromise for the benefit of the company.	4. The employers who have conflicting ideas agreed to <u>compromise</u> for the benefit of the company.
A5	2	If they join the party, we will the bigger are.	If they join the party, we will need a bigger area.
B1	1	選択肢 D がない	d. reconsideration of a decision or opinion previously made
C1	1	You know we have all the meetings to be realized which is why we have to double our time to get our reports done and to go home early.	You know we have all the meetings to be realized which is why we have to double our time to get our reports done and go home early.
C1	2	They had never tried anything like it , which is why they had difficulty finishing the delegated task.	They had never tried anything like that , which is why they had difficulty finishing the delegated task.
C2	1	Aluminum is usually used in kitchen ware .	Aluminum is usually used in kitchenware .
C2	1	I think we could also do packaging. Aluminum dishes for takeaway food and aluminum foil for wrapping.	I think we could also do packaging - aluminum dishes for takeaway food and aluminum foil for wrapping.
C2	2	They're against even though the changing of shifts twice a month.	They're against the changing of shifts twice a month.
C3	1	d. an important subject that people argue about or discus	d. an important subject that people argue about or discuss

C3	1	DAs you all know we are here to discuss the main issues hat emerged in the last meeting.	As you all know we are here to discuss the main issues that emerged in the last meeting.
C3	1	Louigie : Our agenda for today is the changing of shifts; morning and night shifts. W	Louigie : Our agenda for today is the changing of shifts: morning and night shifts.
C3	1	Rosie : The employees keep protesting on why company has to do the sudden change on schedules.	Rosie : The employees keep protesting on why the company has to do the sudden change on schedules.
C3	1	Louigie : I think we have to raise this with the HR department. We have to hire more employees to fill the vacant positions in the production.	Louigie : I think we have to raise this with the HR department. We have to hire more employees to fill the vacant positions in the production.
C3	1	Louigie : Okay then. Let's try that idea. I guess that would be all. Let's call it a day.	Louigie : Okay then. Let's try that idea. I guess that would be all. Let's call it a day.
C5	2	Ex: Mr. Smith is the CEO of Farma Distributors who gives emphasis on the importance of benefits to encourage workers to work hand .	Ex: Mr. Smith is the CEO of Farma Distributors who gives emphasis on the importance of benefits to encourage workers to work hard .
D3	1	Maia : Well, you've got the right department and I think we can help you but you should probably speak to Jess Clark, she often give talks on conferences.	Maia : Well, you've got the right department and I think we can help you but you should probably speak to Jess Clark, she often gives talks on conferences.
D3	2	He phoned Tome last night.	He phoned Tom last night.
D5	1	a. a person who is paid to take letters and parcels directly from one place to	a. a person who is paid to take letters and parcels directly from one place to another

D5	1	f. is a document that lists goods and services that you have received, and says how much money you owe for them .	f. is a document that lists goods and services that you have received, and says how much money you owe someone .
D5	2	1. What is the costumer's complaint?	1. What is the customer's complaint?
E1	2	Out- o - town- San Diego, California	Out- of - town- San Diego, California
E2	1	Yours sincerely	Always,
E2	2	2. What action does he want form the other party?	2. What action does he want from the other party?
E3	1	2. Why does the sender write a note to Gary ?	2. Why does the sender write a note to Darren ?
E4	2	3. Please send us assurance that this will not happen again, otherwise we will have no option but to cancel the contract.	3. Please send us an assurance that this will not happen again, otherwise we will have no option but to cancel the contract.
E4	2	I'd like to point out that as an employee; we have to be cognizant of our work responsibilities.	I'd like to point out that as an employee, we have to be cognizant of our work responsibilities.
E5	1	I'd like you to send me the figures from the last quarter by tomorrow morning first thing .	I'd like you to send me the figures from the last quarter first thing tomorrow morning .
E5	1	Gerry needs this into asap.	Gerry needs this info asap.
E5	1	Best Wishes	Best Wishes,
E5	1	2. What do you think the working relationship is between the four colleagues?	2. What do you think is the working relationship between the four colleagues?
A-E		LESSON	LESSON

Business English 7

レッスン名	ページ	誤	正
A2	1	Training Officer : All right. Now, I have her loads of applicants' resumes.	Training Officer : All right. Now, I have the loads of applicants' resumes.
A2	2	Seldom has he seen anything stranger .	Seldom has he seen anything strange .
A3	2	4. Do you think Rob as the qualifications?	4. Do you think Rob has the qualifications?
A3	2	a. What can you do for us that someone else can't	a. What can you do for us that someone else can't ?
A5	1	1. The secretary became the intermediary of the conflict between the president and the vice-president.	1. The secretary became the intermediary of the conflict between the president and the vice-president.
A5	1	2. The sales manager was blamed for the low income this year.	2. The sales manager was blamed for the low income this year.
A5	1	3. It would be a good idea to renovate the office because the furniture and paints is too old.	3. It would be a good idea to renovate the office because the furniture and paints is too old.
A5	1	4. We need an urgent solution to the problems in our department.	4. We need an urgent solution to the problems in our department.
A5	1	5. In order to advertise our product more, it would be a good idea to give leaflets on the streets too.	5. In order to advertise our product more, it would be a good idea to give leaflets on the streets too.
A5	1	c. to require immediate action	c. very important and needing immediate attention
A5	1	Miki : Oh, I see. What has been doing lately?	Miki : Oh, I see. What has he been doing lately?
A5	1	They don't have a permanent office yet because of the building is under renovation.	They don't have a permanent office yet because the building is under renovation.

A5	2	We can also use the passive to be less personal, and distance ourselves from the action,	We can also use the passive to be less personal, and distance ourselves from the action.
A5	2	Urgent meetings are a bit stressful but necessary in order to come up with a good solution.	Mistakes are made and can be rectified.
A5	2	It was made clear that the product would be sent on time.	It is said that the minister is likely to resign.
A5	2	Your boss, the marketing manager, as gathered some designs for the new promotional leaflets.	Your boss, the marketing manager, has gathered some designs for the new promotional leaflets.
B1	1	b. the process of making machines work by themselves	b. to run or operate by using machines instead of people to do the work
B1	1	2. The marketing department are re-organizing their staff to make the work efficient.	2. The marketing department is re-organizing their staff to make the work efficient.
B1	1	5. Which suggestion do you think is better, employ new staff or automating the process?	5. Which suggestion do you think is better, employing new staff or automating the process?
B1	2	We're receiving fewer and fewer costumer's recommendations.	We're receiving fewer and fewer customer's recommendations.
B2	2	Much of the funds are waste by inefficient activities.	Much of the funds are wasted by inefficient activities.
B2	2	a. with not	a. with 'not'
B2	2	b. with of	b. with 'of'
B2	2	c. with or that	c. with 'so' or 'that'
B2	2	d. with as... as that!	d. with 'as... as that!'
B3	1	Lastly, we are considering specific data mining procedures to help deepen our misunderstanding.	Lastly, we are considering specific data mining procedures to help deepen our understanding.
B3	2	Define article the	Definite article 'the'

B4	1	Nel : Does the total number includes both national companies and franchised operations?	Nel : Does the total number include both national companies and franchised operations?
B5	1	We can explain that we will hire them the movement we get orders, rather than letting them work when we are not sure we can give them a salary.	We can explain that we will hire them the moment we get orders, rather than letting them work when we are not sure we can give them a salary.
C1	2	Anna said, "I cleaned the dirty window." -? Anna said (that) she cleaned the dirty window.	Anna said, "I cleaned the dirty window." -? Anna said (that) she had cleaned the dirty window.
E5	1	The purpose of this report is to remind teachers about the of the institute's attendance policy.	The purpose of this report is to remind teachers about the institute's attendance policy.
A-E		LESSON	LESSON