

## Main Topic 1: Business Introductions

## Lesson 6: Committee (20-25 minutes)

Today, you will:

1. Learn useful vocabulary related to Committee.
2. Review Specified Count Nouns with THE.

## I. VOCABULARY



## Exercise 1: What's the meaning? (5-6 minutes)

Choose the meaning of the underlined words from the choices that follow. Then practice using the words in your own sentences.

1. James Callahan was appointed managing director (重役、取締役) of Virgo Properties, Inc.
  - a. manager
  - b. adviser
  - c. consultant
  - d. supporter
2. The administrative (管理の、総務の) department is presently helping the managing director.
  - a. regulatory
  - b. mandatory
  - c. auditory
  - d. advisory
3. The company executives expressed total commitment (献身、責任) to the company's vision.
  - a. announcement
  - b. involvement
  - c. judgment
  - d. amendment

4. The Managing Director delegated (委任した) the hiring of additional personnel to the Committee.
  - a. assigned
  - b. authorized
  - c. transferred
  - d. referred
  
5. The Finance (財務) Department also handles the books of accounts.
  - a. Market
  - b. Funds
  - c. Stock
  - d. Property

**Exercise 2: What's the word?** (5-7 minutes)

Read the following dialog with your tutor and try to use context clues to fill in the blanks with the most appropriate word. You can find the missing word from the pool of words at the bottom.

James Callahan, Managing Director of Virgo Properties, is having a meeting with the Management Committee.

**James:** Good morning everyone. We only have two months to prepare for the soft launch of our first project. Let me hear your priorities.

**Eddy:** Following our last meeting, I have finalized the company's (1) \_\_\_\_\_ and I just need your final comment and approval. This chart will identify our immediate personnel requirement.

**Carlos:** The table of organization looks fine to me. It will definitely help identify the (2) \_\_\_\_\_ of each department.

**James:** I have a lot of (3) \_\_\_\_\_ strategies that I wish to turnover to our Sales Department. I am aware that we only have two Sales Executives at the moment. Do you think 5 regular sales staff would be sufficient?

**Carlos:** I believe so. I have also looked into the possible use of independent property consultants. I will keep you updated on the results next week. In the meantime, I will forward the qualifications necessary in the recruitment of sales personnel to the Administrative department.

**Eddy:** My team in the (4) \_\_\_\_\_ is ready to receive your request for additional (5) \_\_\_\_\_. In the future, I expect to have an independent HRD.

**Choices:**

- |                                  |                                      |
|----------------------------------|--------------------------------------|
| a. <i>manpower</i> (人的資源、人材)     | b. <i>human resources</i> (人事部)      |
| c. <i>recruitment</i> (採用、募集)    | d. <i>organizational chart</i> (組織図) |
| e. <i>marketing</i> (マーケティング、売買) | f. <i>functions</i> (機能、役割)          |

**II. GRAMMAR REVIEW:**



**Topic: Specified Count Nouns with THE** (5-6 minutes)

(THE をつけて特定のことを指す可算名詞)

Articles are words placed in front of a noun to make it clear.

(冠詞は、名詞の前に置かれます。)

There are two types of articles: Specified (THE) and Unspecified (A, An) (冠詞には、特定の名詞につける THE と、不特定の名詞につける A, An があります。)

**Specified article:**

- “THE” definitely points to what you are talking about (“THE”は、話をしている特定のものについて使用されます。)
- “THE” can be used for singular, plural or non-count nouns. (“THE”は、単数・複数の名詞、数えられない名詞にもつきます。)

Uses of THE	Examples
<b>Singular</b> (単数の名詞につくとき)	<b>The letter is on the table.</b> ((1通の)手紙は、テーブルの上にあります。)
<b>Plural</b> (複数の名詞につくとき)	<b>The letters are on the table.</b> ((いくつかの)手紙は、テーブルの上にあります。)
<b>Non-count</b> (数えられない名詞につくとき)	<b>The mail is on the table.</b> (郵便物は、テーブルの上にあります。)
<b>Singular</b> (単数の名詞につくとき)	<b>The apple is in the basket</b> ((1つの)りんごは、バスケットの中にあります。)
<b>Plural</b> (複数の名詞につくとき)	<b>The apples are in the basket</b> ((いくつかの)りんごは、バスケットの中にあります。)
<b>Non-count</b> (数えられない名詞につくとき)	<b>The food is in the basket</b> (食べ物は、バスケットの中にあります。)

**Reminder: THE** is not required in the cases shown below. (次の名詞には、THE はつきません。)

Do not use <b>THE</b> (THE をつけない名詞)	Example (例)
with names of <b>countries</b> (if singular) (国名(単数の場合))	<b>Germany</b> is an important economic power. (ドイツは、重要な経済力である。)
with the names of <b>languages</b> (言語)	<b>French</b> is spoken in Tahiti. (フランス語は、タヒチで話される。)
with the names of <b>meals</b> (食事)	<b>Lunch</b> is at midday. (ランチは正午にある。)
with people's <b>names</b> (if singular) (人の名前(一人の場合))	<b>John's</b> coming to the party. (ジョンはパーティーに来る。)
with <b>titles and names</b> (敬称、肩書)	<b>Prince Charles</b> is <b>Queen Elizabeth's</b> son. (チャールズ皇太子は、エリザベス女王の息子だ。)
After the 's possessive case (所有を表す's(～の)の後)	His brother's <b>car</b> . (彼の弟の車。)
with <b>professions</b> (専門的な職業)	<b>Engineering</b> is a useful career. (エンジニアは有益な仕事だ。)
with <b>years</b> (年号)	<b>1948</b> was a wonderful year. (1948年は、素晴らしい年だった。)
with most names of towns and streets (町・通りの名前(原則))	The bus is going to <b>5<sup>th</sup> Avenue</b> (このバスは、5番街に行く)
with most <b>ports, stations and airports</b> (港、駅、空港の名前(原則))	<b>Victoria Station</b> is in the centre of London. (ビクトリア駅は、ロンドンの中心にある。)

**Comprehension Check:**

Please make 3 sentences using the definite article **THE**. (THE を使った文を3つ考えてみましょう。)

**Exercise 1: Incomplete Sentences** (5-6 minutes)

Complete these sentences.

1. He was interviewing an applicant on \_\_\_\_\_ telephone.
  - a. a
  - b. the
  - c. some
  - d. that
  
2. \_\_\_\_\_ was the year he was first hired as an accountant in Numeral Consulting.
  - a. The 2004
  - b. 2004
  - c. A 2004
  - d. In 2004
  
3. \_\_\_\_\_ committee met in the afternoon to discuss his case.
  - a. A
  - b. An
  - c. The
  - d. Those
  
4. He took up \_\_\_\_\_ Accountancy in Tokyo University.
  - a. a
  - b. an
  - c. the
  - d. no article
  
5. \_\_\_\_\_ was served after the wedding ceremony.
  - a. A dinner
  - b. An dinner
  - c. The dinner
  - d. Dinner