Unit 4 · Requesting and Apologizing

STUDY NOTES

The unit in one line

- **apologize**: say sorry for something you did (an **apology**); **request**: ask for something politely

Reading I: Moe's Apology

- **Who:** Moe, a young boy who plays with everything; his father and mother
- **What happens**, in order:
  1. Moe plays with his father's **sculpture**, a green snake; it **slips** and **smashes**
  2. scared, he **wraps** the pieces in a blanket and hides them
  3. his father finds them and asks if Moe broke and hid it
  4. his mother tells him to say sorry and help; Moe thinks it is too late; she says it is **never too late**
  5. Moe hugs his father and says sorry; his father **forgives** him; they glue (**mend**) the snake together and **clap**
  6. at dinner: plan not to make the same mistake again
- **Why the snake was special:** a present from Moe's **mother**, many years ago
- **Hiding made it worse:** tell the truth quickly
- **A full apology:**
  1. **say sorry** and mean it
  2. **help fix** what went wrong
  3. **plan** not to do it again

Reading II: a letter from the zoo

- **Kind:** a friendly **letter** (address, date, greeting, body, *Love,* name)
- **From:** Roshika, Jawalakhel, Lalitpur, **27 August 2022**
- **To:** her friend **Sanu**, on holiday in her own **village**
- **Now:** at the **zoo** with Saru and Nitesh, in a café; a **brilliant** time
  - saw elephants, ostriches, tigers, bears, chimpanzees
  - **filmed the peacock's dance** to show Sanu
- **Yesterday: sightseeing** at Kathmandu Durbar Square; **luckily** climbed the Dharahara (view of the valley)
- **Shopping:** New Road; a T-shirt, and a **present** for Sanu
- **Asks Sanu:** to **write back** and tell what she is doing

Key words

sculpture: art made in stone, wood, metal or clay.

slip / smash: slide out of the hand / break into pieces.

pretend: act as if something is true.

wrap: cover by folding cloth or paper round.

innocent: not guilty.

realize: understand, often suddenly.

sigh: breathe out slowly, sad or tired.

forgive: stop being angry with someone.

mend: repair.

brilliant: very, very good.

sightseeing: visiting famous places.

luckily: by good luck.

present: a gift.

reservation / check in: a booking / arrive and get your key.

Speaking I: saying sorry

Saying sorry	Answering
I'm sorry. / I'm so sorry.	*That's okay. / That's all right.*
I apologize for… (formal)	*No problem.*
I'm sorry to bother you. (before asking)	*Never mind.*
Sorry about that.	*Don't worry. / It doesn't matter.*

- you did nothing wrong? don't say sorry back: *That's okay.*
- **Sheetal, late for school:** says **sorry**, gives the **reason** (a muddy road), **promises** to come earlier
- *late **for** school*; write **all right**, two words

Speaking II: requests

- **Can you…, please?** (*Could you…?* is softer, for elders and strangers)
- **accept:** *Of course. Sure. Certainly. No problem.*

- **decline:** *I'm sorry. I'm afraid not. I'm sorry, I can't.* + a short **reason**
- **borrow from** someone; they **lend to** you: *Can you lend me...? / Can I borrow...?*

Grammar I: questions with question words

Word	Asks about
who	a person
what	a thing
when	a time
where	a place
why	a reason
how	the way
how many	a number you can count
how much	an amount you can't count
how old	age
which	one from a few (*tea or coffee?*)

- **order:** question word → helping verb → person → rest: *Where **are you** from?*
- no helping verb? add **do / does / did**: *Where **do** you live? What **does** she like?*
- after *does*: no -s: *What time does the bus **arrive**?*

Grammar II: negative sentences

- **affirmative** says yes; **negative** says no
- **helping verb** (*am, is, are, was, were, have, has, will, can*)? put **not** after it:
  - *She is not happy.*
  - *I will not come.*
  - *I cannot swim.*
- **no helping verb?** add **don't / doesn't / didn't** + plain verb:
  - *They don't play.*
  - *He doesn't play.* (no -s)
  - *We didn't play.* (no -ed)
- short forms:
  - *isn't*
  - *aren't*
  - *wasn't*
  - *weren't*
  - *haven't*
  - *don't*
  - *doesn't*
  - *didn't*
  - **won't** (will not)
  - *can't*
- in a negative: *some* → **any**; *very much* → **at all**

Pronunciation: three sounds of -ed

Sound	After	Examples
/t/	quiet sounds: p, k, s, sh, ch, f	liked, wrapped, asked
/d/	buzzing sounds, vowels	realized, sighed, played
/ɪd/, an extra beat	**t** or **d**	wanted, mended, needed

- only /ɪd/ adds a beat: *liked* one beat, *want-ed* two

Writing: a reply to a letter

1. **address**, top right
2. **date**
3. **greeting**: *Dear Roshika,*
4. **opening**: thanks for the letter; how you are
5. **body**: answer their news, then your own
6. **closing line**: *Write back soon.*
7. **closing word**: *Love, / Yours,*
8. **your name**

Listening: at a hotel

- Zielinski arrives in the **evening** (*Good evening*); a reservation for **five nights**
- gives her **passport**; spells her name letter by letter
- room **306**, on the **third floor**, near the lift

COMMON MISTAKES

✗ Where you are from?
✓ Where **are you** from?

✗ What time the bus arrives?
✓ What time **does the bus arrive**?

✗ She doesn't sings well.
✓ She doesn't **sing** well.

✗ We didn't enjoyed it.
✓ We didn't **enjoy** it.

✗ I don't have some money.
✓ I don't have **any** money.

✗ Can you borrow me your pen?
✓ Can you **lend** me your pen?

✗ like-ed, ask-ed (two beats)
✓ *liked, asked*: one beat