

IN ENGLISH Education

AT POZNAN UNIVERSITY OF TECHNOLOGY



TEST FOR THE BEST

The Department of Modern Languages of Poznan University of Technology have successfully completed the 12th English Language Olympiad for students of Technical Universities in Poland. The Olympiad was under the honorary auspices of the Rector of Poznan University of Technology, prof. Adam Hamrol, the Consul of the United Kingdom of Great Britain and Northern Ireland, Mr. Włodzimierz Walkowiak, as well as the President of the Polish-Irish Association, Mr. Krzysztof Schramm. The first inner-test was taken by 320 students at 14 Technical Universities throughout Poland on 29th November last year, and the finals fell on 13-14th May, 2011. 34 representatives of 11 Universities (out of 59 students who had qualified for the finals) participated in the two-day testing marathon and eventually 13 best finalists gave multimedia presentations in their effort to become the winner. They represented 7 Universities and the winner was Paweł Woźniak – a student from Technical University of Łódź. Konrad Buchoski (Lublin) came second, and Adam Śmiechowski (Wrocław) came third.

The closing ceremony of the Olympiad, during which the 13 top finalists were awarded precious prizes, was opened by Dr Liliana Szczuka - Dorna, Head of the Dept. of Foreign Languages at Poznan University of Technology, who gave a warm welcome to the honorable guests (prof. Stefan Trzcieliński, Vice-Rector for Education of Poznan University of Technology, prof. Mirosław Drozdowski, Dean of The Faculty of Technical Physics), all the finalists and all the members of the Department of Modern Languages who had arrived to support and watch the excellent presentations.

The Olympiad did serve its purpose. As it has always been for the last 12 years, it was an ideal opportunity for the finalists to test their linguistic competence and knowledge of the English-speaking countries and test their self-presentation skills. The organizers, on the other hand, put a tremendous effort in making the Olympiad a valuable and memorable event. To conclude, in order to convince all the students deliberating upon whether or not to participate in

the forthcoming 13th Olympiad in November this year, I would like to say that our test is the test for the best. You should not miss it! Below, there is the final writing test given out to the finalists on 13th May. The answers will be provided in the next issue.

The organizing committee of the Olympiad (Agata Jankiewicz, Elżbieta Jeziorek, Katarzyna Matuszak, and the author of this article, all of them under the supervision of Iwona Gajewska Skrzypczak – Head of the English Department) would also very much like to thank numerous sponsors for their generous contribution, which allowed for awarding the 13 top finalists (See our webpage for details).

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Teacher of English,
Dept Of Modern Languages
Poznan University of Technology
Coordinator for 12th
English Language Olympiad

POLITECHNIKA DZIECIAKOM!

W imieniu swoim oraz wszystkich pracowników Studium Języków Obcych chcielibyśmy gorąco podziękować wszystkim tym, zarówno pracownikom jak i studentom Politechniki Poznańskiej, którzy wsparli organizowaną przez nas akcję POLITECHNIKA DZIECIAKOM! Dotarły do nas ogromne ilości da-
rów, za które organizatorzy oraz kierownictwo Domu Dziecka Nr 1 w Poznaniu serdecznie dziękują. Mamy nadzieję, że w

przyszłości kolejne takie akcje spotkają się z tak samo pozytywną reakcją.

Z poważaniem,
mgr Karolina Szczepaniak,
mgr Katarzyna Marszałek-Kowalewska.

XII OGÓLNOPOLSKA OLIMPIADA JĘZYKA ANGIELSKIEGO DLA STUDENTÓW WYŻSZYCH UCZELNI TECHNICZNYCH

ETAP II

Write the answers on the answer sheet provided.

I. LISTENING COMPREHENSION

(5 x 1 point = 5 points)

(...) here not included

II. READING COMPREHENSION

(7 x 1 point = 7 points)

You are going to read the introduction from a book on sports. For question 1-7, choose the answer a, b, c, or d which you think fits best according to the text.

SPORTSWRITING

Offices and bars are full of casual ob-scenity, but most British newspapers are ... well, not necessarily careful about language, but careful about bad words anyway. The phrase 'family newspaper' is an ineluctable part of our lives. News-papers are not in the business of giving gratuitous offence. It is a limitation of newspaper writing, and one everybody in the business, whether writing or read-ing, understands and accepts. There are many other necessary limitations, and most of these concern time and space. Newspapers have dominated sports writing in Britain for years, and have produced their own totem figures and doyens. But ten years ago, a new player entered the game. This was the phenom-enon of men's magazines; monthly mag-azines for men that had actual words in them - words for actually reading. GQ was the pioneer and, in my totally un-biased opinion as the long-term author of the magazine's sports column, it leads

the way still, leaving the rest panting dis-tantly in its wake. Sport, is of course, a blindingly obvious subject for a men's magazine - but it could not be tacked in a blindingly obvious way. Certainly, one of the first things GQ was able to offer was a new way of writing about sport, but this was not so much a cunning plan as a necessity. The magazine was doomed, as it were, to offer a whole new range of freedoms to its sport writers. Heady and rather alarming freedoms. Freedom of vocabulary was simply the most obvious one and, inevitably, it ap-pealed to the schoolboy within us. But space and time were the others, and these possibilities meant that the craft of sports writing had to be reinvented. Un-like newspapers, a magazine can offer a decent length of time to research and to write. These are, you would think, luxuries - especially to those of us who are often required to read an 800-word match report over the telephone the in-stant the final whistle has gone. Such a discipline is nerve-racking, but as long as you can get it done at all, you have done a good job. No one expects a master-piece under such circumstances. In some ways the ferocious restrictions make the job easier. But a long magazine deadline gives you the disconcerting and agora-phobic freedom to research, to write, to think. To write a piece for a newspaper, at about a quarter of the massive GQ length, you require a single thought. The best method is to find a really good idea, and then to pursue it remorselessly to the end, where ideally you make a nice joke and bale out stylishly. If it is an interview piece, you look for a few good quotes, and if you get them, that's your

piece written for you. For a longer piece, you must seek the non-obvious. This is a good quality in the best of newspaper writing, but an absolute essential for any writer who hopes to complete the terri-fying amount of words that GQ requires. If you write for GQ you are condemned to try and join the best. There is no other way. GQ is not restricted by the same conventions of reader expectation as a newspaper. You need not worry about offending people or alienating them; the whole ethos of the magazine is that readers are there to be challenged. There will be readers who would find some of its pieces offensive or even impossible in a newspaper, or even in a different mag-azine. But the same readers will read the piece in GQ and find it enthralling. That is because the magazine is always slightly uncomfortable to be with. It is not like a cozy member of the family, nor even like a friend. It is the strong, self-opinionated person that you can never quite make up your mind whether you like or not. You admire him, but you are slightly uneasy with him. The people around him might not altogether approve of everything he says; some might not care for him at all. But they feel compelled to listen. The self-confidence is too compelling. And just when you think he is beginning to become rather a bore, he surprises you with his genuine intelligence. He makes a broad joke, and then suddenly he is demanding you follow him in the turn-ing of an intellectual somersault.

1. What does the writer say about news-papers in the first paragraph?

- a. They tend not to include articles read-ers will find very challenging.
- b. Articles in them do not reflect the way people really speak.
- c. They are more concerned with profit than with quality of writing.
- d. They fail to realize what kind of writ-ing would appeal to readers.

2. What does the writer imply in the sec-ond paragraph?

- a. GQ magazine contains articles that are well worth reading.
- b. Some of the more recent men's maga-zines are unlikely to survive.

- c. The standard of sports writing in news-papers has improved in recent times.
- d. He is in a position to give an objective view of sports writing in magazines

3. Why were sportswriters for GQ given new freedoms?

- a. The restrictions of newspaper writing do not apply to writing for GQ.
- b. The magazine's initial plans for its sports articles proved unrealistic.
- c. Notions about what made good sports journalism were changing.
- d. The writers that it wanted to employ demanded greater freedom.

4. What does the writer say about the amount of time allowed for producing articles?

- a. The best articles are often produced under great pressure of time.
- b. Having a long time to produce an ar-ticle encourages laziness.
- c. Writers are seldom satisfied by articles produced in a hurry.
- d. Having very little time to produce an article can be an advantage.

5. Why can't writers for GQ use the same methods as writers for newspapers?

- a. Articles in GQ are not allowed to con-sist mainly of interviews.
- b. They want to be considered better than writers for newspapers.
- c. Writers for newspapers do not have so much space to fill.
- d. They've been told to avoid the con-ventions of newspaper writing.

6. What does the writer say in the penul-timate paragraph about certain pieces in GQ?

- a. They will create enormous contro-versy.
- b. They unintentionally upset some read-ers.
- c. They are a response to demand from readers.
- d. They match readers expectations.

7. The writer likens GQ magazine to a person who

- a. says things you wish you had said yourself.
- b. frequently changes his point of view.
- c. forces you to pay attention to him.
- d. wants to be considered entertaining.

III. USE OF ENGLISH IN READING

(18 x 1 point = 18 points)

There are three unrelated texts from a range of sources below each with six gaps. Choose one word or phrase from a set of four to fill each gap.

Bristle worms - a hobbyist's guide

Historically, Bristle worms have had a bad reputation among saltwater aquarium aficionados. These marine worms usu-ally enter the hobbyist's aquarium by 1. a ride on a piece of coral. Once established, they become part of the tank's ecosystem. Bristle worms 2. greatly in size. The smallest ones are about an inch long, and the large ones can grow to over 20 inches, although, being segmented, their bod-ies are often 3. and so not usually seen at their greatest extent. Literature has frequently 4. that bristle worms are harmful, assert-ing that they eat clams, anemones and even coral fish. However, most enthu-siasts now conclude that small bristle worms 5. no threat, and are merely scavengers, clearing the tank from detritus and carcasses of animals that are already dead. However, larger worms, particularly those of the species known as fire worms, are 6. eaters and can do irreparable dam-age. These worms are better removed, although this is a challenge in itself, as the worms are nocturnal, sensitive to light and will go into hiding at the slightest disturbance.

Wild Food

While searching for news online, I stum-ble upon some photos of men tramping in the park. Their intention, it appears, is to find whatever wild treasures are growing among the hedgerows with 7. they can garnish their din-ner plates. There was a hairy one and a Danish one, and it turns out they're

swapping tips. The Danish one spies some slimy mushrooms on a tree trunk and 8. lyrical about their pickling potential. The hairy one holds a droopy weed 9. and praises its clove-like flavor. "Take care though," he warns. "It looks very like a poison-ous species". The same words of caution were 10. to a clump of ber-ries, which were apparently to be used more like vegetables than fruit. Well, pardon me for being boring, but I've no 11. of spending my pre-prandial hours traipsing round in the woods, only to 12. over later on. So thanks but no thanks, hairy guy and Danish guy. I'll leave the foraging to you.

War Photography Exhibition

The exhibition of Don McCullin's war photography which is currently on display at the Merlin Gallery is not for the 13. -hearted. The col-lection includes candid photography of war victims and soldiers captured in a single moment of fear, anguish, des-peration and torment. There are no 14. barred. McCullin has no 15. about snapping plundered corpses, grieving mothers or starving children whose paper-thin flesh drapes over their skeleton. This is disquieting stuff indeed.

The visitor cannot fail to wonder what 16. McCullin to fly out to wherever a conflict or ecological disaster had reduced a population to despera-tion and ruin. Is it ethical to capture a grieving woman or a man in his death 17. ? McCullin argues that it is in the public's interest to know what is going on in such conflicts, and in that respect McCullin has certainly fulfilled his duty. 18. to say, the pho-tographs from this collection will stay in visitor's minds for many years to come. The collection will be displayed at the

Merlin Gallery until 4th February.

Bristle worms – a hobbyist's guide	Wild Food	War Photography Exhibition
1. a. attaching b. tethering c. hitching d. lifting	7. a. what b. them c. these d. which	13. a. timid b. light c. faint d. hard
2. a. extend b. range c. reach d. stretch	8. a. sings b. waxes c. exclaims d. declares	14. a. windows b. holds c. chains d. emotions
3. a. retracted b. withdrawn c. shrunk d. recoiled	9. a. upfront b. aloft c. above d. ahead	15. a. unease b. qualms c. apprehension d. doubts
4. a. persuaded b. analyzed c. contended d. posed	10. a. ascribed b. featured c. lain d. characterized	16. a. compelled b. obliged c. imposed d. manipulated
5. a. take b. pose c. bear d. contain	11. a. desire b. wish c. intention d. goal	17. a. twinkling b. agonies c. moments d. throes
6. a. famished b. unwarranted c. ambitious d. voracious	12. a. keel b. fall c. drop d. plunge	18. a. suffice b. just c. essential d. beg

IV. VOCABULARY

(10 x 1 point = 10 points)

Match words to their definitions.

- pusillanimous (adjective)
a. strong inclination; liking
b. hostile, unfriendly
c. made less dense (of gas)
d. lacking courage or resolution
- infusion (noun)
a. poverty
b. deceit or trickery
c. liquid extract so obtained
d. aggressiveness; ferocity
- confluence (noun)
a. person celebrated for wisdom
b. correct behavior or conduct; obedi-

ence to rules and customs
c. split; branching into two parts (especially contradictory ones)
d. merging into one

- presumptuous (adjective)
a. arrogant, haughty, condescending
b. fundamentally distinct or different in kind; entirely dissimilar
c. arrogant; taking liberties
d. uncertain; not clearly fixed; indefinite
- oblique (adjective)
a. having a slanting or sloping direction
b. unclear or doubtful in meaning
c. meddlesome; excessively pushy in offering one's services
d. becoming obsolete
- fusillade (noun)

a. continuous discharge of firearms or outburst of criticism
b. trite remark; commonplace statement
c. disintegration; looseness in morals
d. lack of harmony; absurdity

7. stipulate (verb)
a. to lay down as a condition of an agreement; require by contract
b. to make impure by adding inferior or tainted substances
c. to surrender unconditionally or on stipulated terms
d. to spread widely or thinly

8. amity (noun)
a. friendship; peaceful harmony
b. a principle or body of principles presented for acceptance or belief; dogma
c. a writ requiring appearance in court to give testimony
d. riddle; difficult problem

9. discredit (verb)
a. prevent by taking action in advance
b. defame; destroy confidence in; disbelieve
c. to show or feel triumphant joy
d. waver; fluctuate

10. deign (verb)
a. to restrict or limit, as in amount or number; be sparing with
b. to mislead the mind of judgment of, deceive
c. to think fit or in accordance with one's dignity
d. intimidate; frighten

V. GAPPED SENTENCES

(7 x 1 point = 7 points)

Think of ONE word only which can be used appropriately in all three sentences.

1.
1. The employment crisis is [.....] that it is affecting one in four people.
2. [.....] torrential rain is rare in this part of the world. 3. I didn't have a problem with the new manager's ideas as [.....], but I disliked some of his mannerisms.

2.

1. Tom is bound to get a real wake up [.....] when he enters the world of work after being closeted in the university for the last seven years. 2. Many young men answered the [.....] to arms and signed up as soon as war was declared. 3. That car nearly drove into us, it was a really close [.....].

3.
1. You'd be [.....] off if you put some money aside every month. 2. The guidelines for the office's policy on [.....] practice are displayed in the folder. 3. Come on! You need to put your [.....] foot forward if you want to make it to the summit!

4.
1. It isn't [.....] why she changed her mind at the last minute. 2. The intravenous solution was a [.....] , blue liquid. 3. Sheila decided to [.....] out the drawers of her desk.

5.
1. The president promised to take no [.....] measures in order to improve the company's productivity. 2. The forest looked eerie in the [.....] light. 3. The top [.....] of the statue was knocked down, while the base remains.

6.
1. Today's crossword puzzle will definitely exercise your [.....] matter! 2. What the government intends to do to solve the problem is still a [.....] area. 3. Although aging populations are often associated with poor economic growth, the [.....] economy provides business opportunities not only in care provision, but also in recreational activities catering for the elderly.

7.
1. The teacher would not [.....] for the pupils' unruly behavior. 2. The union leader promised to [.....] his ground with regards to the proposed job cuts. 3. The locals made a [.....] against the plans for a new by-pass through the country park.

VI. PHRASAL VERBS – ODD ONE OUT

(10 x 1 point = 10 points)

1	Call on	Drop by	Get round	Look up
2	Drop off	Call off	Write off	Put off
3	Get over	Get by	Put across	Get across
4	Break away	Get away	Break out	Come out
5	Take back	Get back	Keep back	Give back
6	Get over	Go through	Pull through	Come round
7	Put out	Hold up	Do in	Break into
8	Pull down	Put up	Break up	Break down
9	Give in	Give up	Get off	Drop out
10	Let down	Get down	Cut up	Look up to

There are ten groups of phrasal verbs below. Circle the phrasal verb in each group which does not match the other three. Then, decide what the three phrasal verbs in each group have in common by referring to the words in capital letters at the bottom. When you have decided, put the words in capital letters into the brackets at the end of the groups of phrasal verbs.

COMMUNICATION; RETURN; RESIGNATION; NEGATIVE FEELINGS; RECOVERY; VISITING; BREAKAGE; CANCELLATION; ESCAPE; CRIME

VII. CULTURE

(14 x 1 point = 14 points)

Choose the correct answer.

- When doing business in Quebec it is a requirement by law that it be conducted in which language?
a. English
b. Canadian
c. French
- Which two languages are most widely spoken in Canada?
a. English and American
b. English and Canadian
c. English and French
- What are three rights in the Declaration of Independence?
a. Liberty, equality and fraternity
b. Life, liberty and the property
c. Life, liberty and the pursuit of happiness
d. Freedom, money and power

4. The national symbol of the USA is:
a. Donkey,
b. Bald eagle,
c. Elephant.

5. Adams John was US President.
a. the first,
b. the second,
c. the third.

6. Basketball – the popular indoor sport was invented in:
a. the USA,
b. Australia,
c. England.

7. The highest mountain in Britain is:
a. Mount Rushmore,
b. Ben Nevis,
c. Scafell Pike.

8. A Big Apple is a popular name for:
a. Los Angeles,
b. Detroit,
c. New York.

9. Britain's oldest university is:
a. Cambridge,
b. Oxford,
c. London University.

10. The place which holds the US's gold bullion is called:
a. Fort Sumter,
b. Fort Knox,
c. Wall Street.

11. The longest river in the US is:
a. Mississippi,
b. Yukon,
c. Missouri.

12. The emblem of Ireland (Northern Ireland) is:
a. Leek,
b. Rose,
c. Shamrock.
13. The national flag of Great Britain is called:
a. Old Glory,
b. Union Jack,
c. Union Square.

14. What is the biggest American state?
a. Texas,
b. Alaska,
c. California.

VIII. MISSING WORDS – cars and motoring

(21 x 1 point = 21 points)

Put the following words into the correct sentences.

- a. dip your headlights
b. skid
c. slip road
d. traffic jam
e. dual carriageway
f. ignition key
g. change gear
h. driving license
i. rush hour
j. M. o T. certificate
w. hard shoulder
k. clutch
l. handbrake
m. lanes
n. footbrake
o. cat's eyes
p. overtake
r. lay-by
s. accelerator
t. swerve
u. flyover

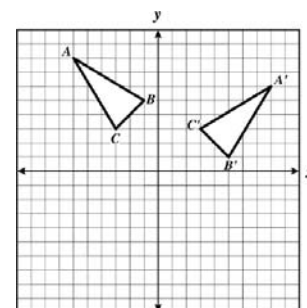
1. To start a car you have to turn the to the right.
2. The three pedals on the floor of a car are called (from the left to right) the, the and the
3. Before you, you have to push down or depress the clutch.
4. Before pulling away, you must remember to release the

5. If you are driving at night you should always when you meet an oncoming vehicle so as not to blind the other driver.
6. To another car means to drive past it.
7. To means to turn the car suddenly one side – usually to avoid hitting something or someone. To, on the other hand, means that the car slides sideways out of control – usually because the road is icy or slippery.
8. If you pass a driving test you are issued with a
9. When the road is so full of cars that you can only drive slowly or not at all you are stuck in a This usually happens during the when people are driving to and from work.
10. In Britain, to help you drive at night, there are in the middle of the road. These are metal studs which are reflected by a car's headlights.
11. Most motorways are divided into two or three The area at the side of a motorway where you can stop (e.g. if you have a breakdown) is called the
12. The road you enter and leave a motorway by is called the
13. A is a road which crosses above another road.
14. A is a space next to the road where you can park your car out of the way of other traffic.
15. A fast road (not a motorway) with two lanes in each direction is called a
16. An is given to cars more than 3 years old to show that they have been examined and judged fit to drive.

IX. SCIENCE, MATHS AND TECHNOLOGY

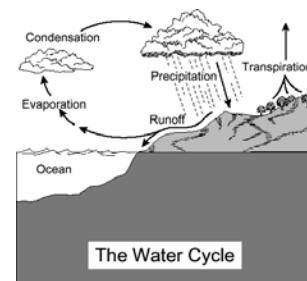
(8 x 1 point = 8 points)

Choose the correct answer.



1. Triangle A'B'C' is apparently –
a. a 90° clockwise rotation of triangle ABC about the origin
b. a reflection of triangle ABC across the x-axis
c. a translation of triangle ABC across the x-axis
d. a reflection of triangle ABC across the y-axis

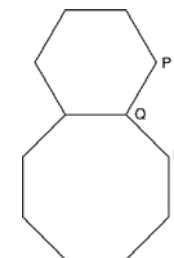
2. Most of the water in the air comes from
a. transpiration



- b. condensation
c. precipitation
d. evaporation

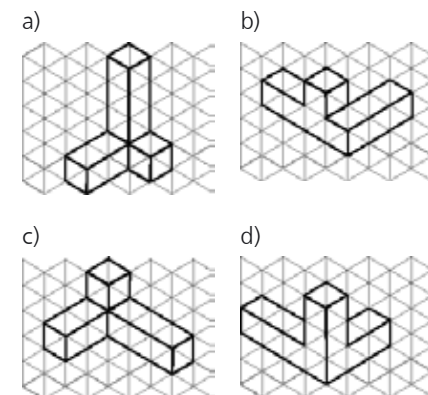
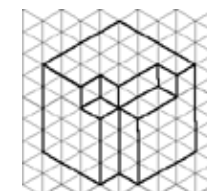
3. If $f(x)$ is a polynomial with only factors x , $(x + 2)$, and $(x - 4)$, what is the solution set of $f(x) = 0$?
a. $\{0, 2, 4\}$
b. $\{-4, 0, 2\}$
c. $\{-4, -2, 0\}$
d. $\{-2, 0, 4\}$

4. The two adjacent figures are a regular hexagon and a regular octagon. What is the measure of PQR?



- a. 90°
b. 105°
c. 87.5°
d. 120°

5. Which piece could complete this cube?
a.
c.
b.
d.



6. Joseph is standing 12 feet from a mirror lying on the ground, and his eyes are 5 feet above the ground.

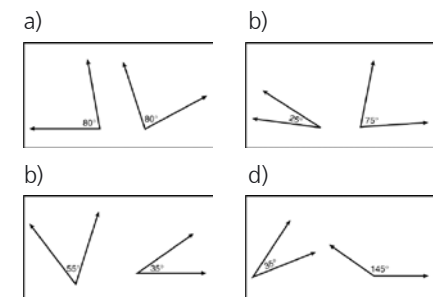


The line-of-sight reflection on the mirror makes 1 congruent to 2. If the building is 264 feet from the mirror, which is closest to the height of the building?

- a - 145 ft

- b - 130 ft
c - 110 ft
d - 100 ft

7. Which pair of angles is supplementary?



8. Trisha needs to take pictures of the basketball team to place in tomorrow's school newspaper. The fastest way to do this would be to use a –

- a. digital camera
b. 35 mm camera
c. drawing program
d. scanner

ANSWER SHEET

Etap II

I. LISTENING COMPREHENSION

(5 x 1 point = 5 points)

1	2	3	4	5

II. READING COMPREHENSION

(7 x 1 point = 7 points)

1	2	3	4	5	6	7

III. USE OF ENGLISH IN READING

(18 x 1 point = 18 points)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18

IV. VOCABULARY

(10 x 1 point = 10 points)

1	2	3	4	5	6	7

V. GAPPED SENTENCES (7 x 1 point = 7 points)

1	Call on	Drop by	Get round	Look up
2	Drop off	Call off	Write off	Put off
3	Get over	Get by	Put across	Get across
4	Break away	Get away	Break out	Come out
5	Take back	Get back	Keep back	Give back
6	Get over	Go through	Pull through	Come round
7	Put out	Hold up	Do in	Break into
8	Pull down	Put up	Break up	Break down
9	Give in	Give up	Get off	Drop out
10	Let down	Get down	Cut up	Look up to

VII. CULTURE

(14 x 1 point = 14 points)

1	2	3	4	5	6	7	8	9	10	11	12	13	14

VIII. MISSING WORDS – cars and motoring

(21 x 1 point = 21 points)

1	2	3	4	5	6	7	8	9	10	11	12	13	14
15	16	17	18	19	20	21							

IX. SCIENCE, MATHS AND TECHNOLOGY

(8 x 1 point = 8 points)

1	2	3	4	5	6	7	8

ARE YOU GOOD AT... ENGLISH PROVERBS

Proverbs and proverbial expressions are still alive in English, and they make our conversation more interesting and attractive.

We owe many proverbial sayings to the Bible, to Shakespeare and to other major authors of the past. These sayings or quotations have been accepted by the generations of people because they have universal value. Proverbs express a truth which relates to general experience so we can find proverbs which fit any human situation and therefore they can be applied generally. Proverbs are commonly used not only to give a word of advice or warning but they give a wise general comment on a situation as well. Moreover, they do this in a very simple and precise style which makes them easy to remember and use.

Check your knowledge of proverbs and match the following proverbs with their meanings. Correct answers are given at the bottom of this page.

GOOD LUCK!

1. Walls have ears.
2. Silence gives consent.
3. The advice is found on the pillow.
4. April showers bring May showers.
5. All that glitters is not gold.
6. Better late than never.
7. Look before you leap.
8. It never rains but it pours.
9. Rome was not build in a day.
10. Every dog has its day.

- A. If you don't object to something it can be assumed that you agree with it.
B. Appearances can be deceptive. One should not judge the value of things by their pleasing appearance.

uld not judge the value of things by their pleasing appearance.

C. It is better to do something, even if it should have been done earlier, than not to do it at all.

D. Be careful. People could be listening.

E. Misfortunes usually come in large numbers.

F. After a good night's sleep we may find an answer to our problem.

G. Something bad or unpleasant today may bring good things in the future.

H. Consider possible consequences before taking action.

I. An important task needs patience. It cannot be completed in a short time.

J. Every person will have success or good fortune sometime.

Proverbs-answers: 1. D, 2. A, 3. F, 4. G, 5. B, 6. C, 7. H, 8. E, 9. I, 10. J



A mini course English at Dean's Office - part 7

EMAILS

ZAPROSZENIA

1. I would like to invite you to a meeting.

Chciałbym zaprosić Pana/Panią na spotkanie.

2. The meeting takes place on Monday 20th of April at 8 o'clock in room 23/conference room.

Spotkanie ma miejsce w poniedziałek 20 kwietnia o godzinie ósmej w sali numer 23/sali konferencyjnej.

ZAPYTYWANIE O INFORMACJE

3. Could you give me some information about

Czy mógłby Pan/Pani udzielić mi informacji o

4. I would like to know

Chciałbym dowiedzieć się

PROŚBY

5. I'd be grateful if you could send me / inform me about

Byłbym wdzięczny gdyby Pan/Pani mógł/a przesłać mi / poinformować mnie o

6. Thank you in advance for your help in this matter.

Z góry dziękuję za Pani/Pana pomoc w tej sprawie.

OFEROWANIE POMOCY

7. Would you like me to
Czy życzy sobie Pan/Pani, abym

8. If you wish, I would be happy to help you / arrange it / book a hotel room.

Jeśli sobie Pan/Pani życzy z przyjem-

nością pomogę Panu/Pani /załatwię tę sprawę / zarezerwuję pokój w hotelu.

9. Let me know whether you would like me to send additional information / inform you about details / arrange anything else.

Proszę mnie powiadomić jeżeli życzy sobie Pan/Pani, aby przesłać dodatkowe informacje / poinformować Pana/Panią o szczegółach / załatwić coś jeszcze.

UWAGI KOŃCOWE

10. Thank you for your help.

Dziękuję za Pańską pomoc.

11. Do not hesitate to contact me again if you require any further information.

Proszę nie wahać się, by skontaktować się ze mną ponownie w przypadku potrzeby dalszych informacji.