

Round ① 2つの文書の関係をとらえる

今日の学習テーマ

What To Learn

Double passage では2つのパッセージには必ず関連がありますから、関係を見抜くことがポイントになります。今回はビジネス場面でお知らせとメールを素材にして、Double passage の攻略のコツを見ていきましょう。

Let's Get Ready!

Questions 1-5 refer to the following announcement and e-mail.

Announcement from the Cafeteria Reorganization Committee

To: All Employees

Final arrangements have been made for the renovation of the company cafeteria. The facility will be closed for three months, beginning this coming Friday, May 12, and then it will reopen as “Josie’s Natural Foods Café.” In deciding to offer the contract to restaurateur and health food store owner Josie Hendrickson, the committee made their decision based on over 300 employee surveys and comment cards, as well as strong urging from our company president. Our goal was to find a healthy alternative to our present set-up. Our current cafeteria has not been remodeled or updated since the company began, in 1967. In addition to bringing a whole new, healthy menu to our facility, Josie and her team will bring in more modern equipment. Much of the new menu will be organic, which does tend to cost a bit more to provide. However, there will be a daily Super Savings Special that will be priced at \$7.00 or less. We calculated that the average person has spent \$8.50 per meal at the cafeteria in the past, so the committee determined that there would always be a meal that is available for less than the average price. Another new feature is that, beginning in August, the cafeteria will be open from 6:30-10:00 a.m. for breakfast. The menu will include organic farm-fresh eggs cooked to order, fresh baked breads, hot and cold cereals and fruit platters. We realize that it is an inconvenience to have the cafeteria closed for most of the summer, but we trust the new set-up will be a positive change for all employees.

To: All McPherson Electronics Employees
From: Ross McPherson, Jr. CEO
Subject: New Café

By now you have most likely seen the announcement about the changes to the cafeteria. Having grown up around this company, I have had thousands of lunches in our old facility. The first time was probably when I was five years old, the year my father, Ross McPherson, Sr., started this company. My father and I played golf on Sunday and I told him about the new café. He was thrilled. Over the past few years my father has become very health conscious and he now only eats organic and natural foods. “Now, I can meet you for lunch at work,” he said to me. As president of a family-owned company, I felt that I needed to see our cafeteria become the sort of place that I would take my family. The only drawback to this change is that we will be without a facility for three months. Rhonda Winston in personnel is compiling a list of local restaurants. Also, about four blocks from here, at 1964 Wilmington Rd., is a health food store called **All Natural**. They have a small window that makes sandwiches and salads to go. **All Natural** is owned by our new cafe chef Josie Hendrickson. During the three months that our cafeteria is closed, you can request the “McPherson Special” and get a lunch plate to go for about \$7.00. Thank you for your patience. I look forward to seeing you at the café!

Step 1 初めに何を知らせるお知らせ (announcement) なのか、次の質問に答えましょう。

What is this announcement about?

- (A) Introducing “Josie’s Natural Foods Café.”
- (B) Renovation of the company cafeteria.
- (C) Raising the cost of cafeteria

announcement は何かを伝えるのが目的ですから、はっきりとしたトピックセンテンスがあります。多くは冒頭で述べられます。このアナウンスは、食堂改革委員会から、社員全員に向け、食堂の改築について知らせるものです。

Step 2 次にメールについて見てみましょう。下の英文の空所に適語を書き入れましょう。

This e-mail is from Ross McPherson to (1) about (2).
He is the (3) of McPherson Electronics.

Eメールや手紙、メモの件名は、メールの用件をまとめたものから、必ずチェックしましょう。このメールは社長である Ross McPherson Jr. が McPherson Electronics の全社員へ向けて新しいカフェテリアについて述べています。By now you have most likely seen the announcement about the changes to the cafeteria. から、食堂改革委員会からの通達を受けて書いていると考えられます。

Tips for learning

Double passage では、状況を把握する

まず、冒頭の Questions x-x refer to the following announcement and e-mail. から文書の種類を確認しましょう。次に両方の文書の関係を把握します。時間的にはどちらが先か、誰が誰にどういう趣旨であてた文書か、といった状況をとらえ、文書の関連を見抜きます。今回の場合、社員食堂のリニューアルに対する社員へのアナウンスと社長からのメッセージメールですから、時間的にはほぼ同時です。これらはメールや手紙のタイトル、会社の業種、あて名、書き手の名前などから素早くとらえることができます。また両方に共通する名前などからも情報が把握できます。

Let's Get Ready! 正解・訳

Step 1 (B)

Step 2 (1) all employees (2) new café (3) president [CEO]

Exercise

では、2つの文書の概要がわかったところで、TOEIC 形式の質問に答えてみましょう。

- How was this change in the cafeteria decided?
 - By the president alone.
 - By the committee alone.
 - By the committee with input from the president and his father.
 - By the committee with input from employees and the president. (A) (B) (C) (D)
- What is NOT mentioned on the breakfast menu?
 - Hot cereal. (B) Fresh bread.
 - Cold cereal. (D) Hot coffee. (A) (B) (C) (D)
- What year was Ross McPherson, Jr. born?
 1961. (B) 1962.
 1964. (D) 1967. (A) (B) (C) (D)
- What does Ross McPherson Jr. imply about his father?
 - That he would not want to eat in the current cafeteria.
 - That he does not believe that health food is that important.
 - That he worries that his son is not doing a very good job as president.
 - That he is not a very good golf player. (A) (B) (C) (D)
- What is Josie offering for the next three months?
 - An opportunity for cafeteria employees to work at her health food restaurant.
 - A lunch cart outside the company building selling the "McPherson Special."
 - A lunch menu McPherson employees can get at her health food store.
 - A list of restaurants that she can recommend to company employees. (A) (B) (C) (D)

