



# LANGUAGE LINKS

**Vol.2 No.3 April 19, 2010**

Language Links is an internal publication of the Devawongse Varopakarn Institute of Foreign Affairs, Office of the Permanent Secretary, Ministry of Foreign Affairs, 962 Krung Kasem Road, Bangkok 10100. <http://www.mfa.go.th/web/2791.php>

## LEARNING STRATEGIES

### How to Learn English as an Adult

It can be difficult to learn English as an adult - unless you have the right teacher or course. Most times, adults who want to learn English want to learn it very quickly. In order to help you do this, read on for some tips on learning English as quickly and easily as possible.



#### Choose the Right Vocabulary



One of the most important things to keep in mind when you're learning the English language is to focus your attention on understanding a broad range of English vocabulary. The better your vocabulary, the better you'll be at using conversational English. You'll also sound much more fluent when your vocabulary is strong. You don't always need to use words that mean exactly what you want to say - understanding what you need to say is much more important.

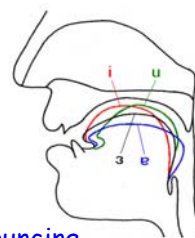
#### Proper Grammar

When speaking English, using correct grammar is one of the most important elements in sounding fluent. During a conversation, you need to understand when to use adjectives, nouns, and pronouns. To practice, make a list of each type of word and write out different grammatically-correct phrases, as well as the spellings for common words.

#### Proper Pronunciation

i:	I	U	U:	Iə	eI	ɪX	
e	ə	ɜ:	ɔ:	ʊə	ɔI	əʊ	
æ	ʌ	ɑ:	ɒ	eə	aI	aʊ	
P	b	t	d	tʃ	dʒ	K	g
f	v	θ	ð	s	z	ʃ	ʒ
m	n	ŋ	h	l	r	w	j

You do not need to speak as though you're a native speaker, but using the correct sounds and emphasis is important in communicating what you want to say. Phonetic charts can be great learning tools because they show you how to move your mouth. The sounds that are normally most difficult are the sounds that are not used in your own native language. It can be very helpful to look at a dictionary for help in pronouncing different words. Stress and intonation are also important.



#### Some Advice

If you're just beginning to learn the English language, try to find lessons that are interesting and easy for you to get through. There are also some great English programs available online or through mail-order. Another great source of learning can be the public library system. You can find an excellent assortment of books and videos that you can check out to learn English at your own pace. If you know someone who's fluent, ask them to help you practice your conversation skills and see what suggestions they have to help you improve your English.

Adapted from: <http://www.1-language.com>

CONVERSATIONAL  
**English Class**

*Usana*

# Culture Corner



## Proper Tipping Etiquettes



Tipping is a gesture of appreciation for services rendered. But figuring out how much to tip can be very complex. While standard tip amounts recommended on those handy tipping-guideline plastic cards may tell you to offer **10%** for a specific service, a good patronage may offer more.

Take for example, getting your hair cut. This is an ordinary experience that we all do on a fairly regular basis. If you're at a low budget chain haircutter, you may offer up only the standard 10%, but wait, will you be back next month? Next year? If yes, think again. That 10% may not be enough, especially if you want to be remembered by the people whom you frequent for this haircutting service. And if you're a regular patron at an upscale hair salon, you may have to tip 20% frequently, as well as remember that stylist at Christmas and other times of the year. Different tipping percentages are standard for a range of services. Read on for more hints on how to be gratuity savvy.



**At a salon:** The standard amount for salon gratuity is 15% to 20% depending on the extent of the services, the skill of the stylist and whether or not you intend to frequent the establishment and the stylist again. Considering these factors you may want to offer a tip in the 20% range. Don't overlook the people who shampoo your hair and those who get you coffee and magazines -they get at least a dollar for their services.



**At a restaurant:** Offer up 15% to 20% of your total bill. Keep in mind that the amount you tip reflects the total price before any coupons, gift certificates, etc. Just because you get a discount, does not mean that your server did not serve up the full order. If you are part of a party of more than 8 people, you should offer an amount closer to the 20%, if not more depending on the needs of the guests in your party. If, for example, one of your guests insists on getting the salad dressing on the side, extra bread, more water and no avocado, then you definitely want to compensate the server who extended service to include these extras.

Source: [http://www.essortment.com/all/proPERTIPPINGE\\_rmuv.htm](http://www.essortment.com/all/proPERTIPPINGE_rmuv.htm)

# Here's the Answer...

## afraid ... / sorry...



We often hear someone says 'I'm afraid...' or 'I'm sorry'. Can you tell me in what situations we say these phrases?

A

We use 'afraid of ...-ing' to talk about accidents.



*I don't like to drive fast because I'm afraid of crashing.*

'I'm afraid' is used to politely introduce bad news or disagreement.

*This is your room - it's rather small, I'm afraid.*

*I don't agree at all, I'm afraid.*

*I'm afraid you've completely misunderstood the question.*

*I'm afraid (that) we can't come this evening after all*

We use 'sorry for...-ing' or 'sorry about...-ing' to talk about past things that we regret.

*I'm sorry for/about waking you up.*

'I'm sorry' is used to show politeness when refusing something or disagreeing.

*I'm sorry but I think you've made a mistake.*

*I'm sorry, I can't agree.*



'Sorry + infinitive' is used to apologize for something that we are doing or going to do.

*Sorry to disturb—could I speak to you for a moment?*

*I'm sorry to tell you that you failed the exam.*



Swan, M. 2000. *Basic English Usage*. Oxford: Oxford University Press.

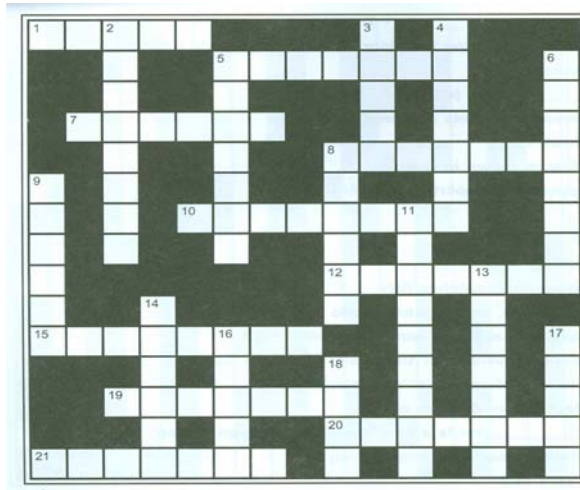
Napassawan

# FUN WITH ENGLISH

## No.3 Crossword Puzzle

### Across

- 1 Small clock that you wear on your wrist
- 5 One that sells meat
- 7 Riches
- 8 Symbol of Egypt
- 10 Yen is the \_\_\_\_\_ of Japan
- 12 Efficient use of resources
- 15 Uncle, cousin, grandma, etc. are \_\_\_\_\_s.
- 19 Something old and valuable
- 20 If you drive, you must have a driving \_\_\_\_\_.
- 21 Clothes worn by actors in a film.

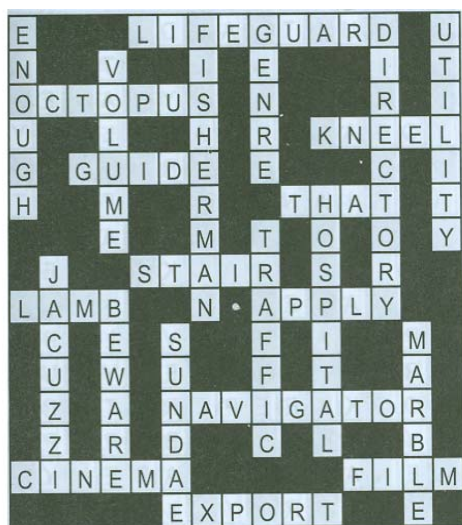


### Down

From: Crossword Puzzles Book

- 2 Gain control of something
- 3 Reflecting light
- 4 Privateness
- 5 Large open container that you fill with water and use to wash the body
- 6 Quickly and unexpectedly
- 8 To like better
- 9 A question needs to be \_\_\_\_\_ ed.
- 11 Asian eating utensil
- 13 ELUTION (anagram)
- 14 Can't
- 16 'Love is war' is an \_\_\_\_\_
- 17 Deduce (Synonym)
- 18 Shout loudly

### Answer no.2



### EDITORIAL TEAM

**Editor :** Usana Wongnarkpet  
**Editorial Team :** Suwanee Auephunsirikul  
 Napassawan Phromsumphun  
 Piyaporn Juntarat  
**Production :** Raevadee Tantayavit