



# LANGUAGE LINKS

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## LEARNING STRATEGIES

### Speaking in Public Confidently



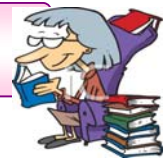
- **SEEK & GRAB** opportunities for speaking.!!
- **ACCEPT** to speak only on familiar subjects with sufficient time to prepare.
- **PREPARE** beforehand. Always make your speech short, soft & sweet.
- **REACH** the venue before the program starts. Casually familiarize yourself with the hall, podium, mike, organizers, staff, people etc.
- **GREET** people, circulate, make short introductions with new faces, smile at strangers, laugh lightly, and cheer up.
- **RELAX** yourself both physically & mentally in a chair, while awaiting your turn.
- **RISE** slowly when your name is called out. Walk normally (not casually or lazily) up to the stage, confidently climb up, look at the people all around, smile, take your stance.
- **GIVE** a smooth, well-rounded salutation, and then begin slowly. Within a few seconds you will feel in full command - then go full swing.

*Adapted from <http://www.angelfire.com/ab/speakers/stagefear.htm>*

**Usana**

# Culture Corner

## Etiquette in New Zealand



### Eye Contact



- Direct eye contact is acceptable, even preferable. However, prolonging this eye contact, or staring would be considered unnerving. Ideally you want just enough to indicate that you're sincere but not so much that the other person feels that they're being scrutinized.
- There is also some confusion that arises, owing to the large number of pacific islanders in NZ, being as direct eye contact in some cultures is considered rude and confrontational.
- You are more likely to maintain eye contact with a child to retain their attention. You are less likely to maintain eye contact with a boss or elder if you feel guilty in some respect or if you are hiding something.



### Personal Space & Touching



- Roughly an arm's length of personal space is generally acceptable during conversations. With friends or family it may be less, but an arm's length is probably common with the addition of a hand on an arm or shoulder to emphasize a point or perhaps leaning in to share a secret.
- With business colleagues an arm's length would be a minimum requirement, any closer could be deemed inappropriate, especially between colleagues of the opposite sex.
- New Zealand is a very egalitarian society when it comes to gender so between members of the opposite sex there is little variation, unless there is some amorous intent.
- Personal space is probably less guarded in female to female conversations than between males who tend to be macho and mildly homophobic.
- Touching between colleagues is generally unacceptable. Between members of the opposite sex contact would generally be thought of as a sexual advance.
- As a general rule, shoulders, upper-arms and elbows are considered safe non-sexual touching zones.



Source: <http://www.culturecrossing.net>

Piyaporn

# HERE'S THE ANSWER...

## How to use 'used to' in English



What is the difference between 'used to' and 'is used to'?



There's a big difference between 'used to' and 'is used to'. Avoid making mistakes by remembering the verb pattern below.

### used to + verb

– to describe past habits or states that no longer happen

For example:



He **used to** smoke, but he doesn't now.

She **used to** live in Glasgow.

She **used to** love cats but one attacked her and she doesn't like them anymore.



### To be used to + verb with 'ing' To be used to + something

– to describe something that you are now familiar with, or accustomed to

For example:



*We're **used to** tourists here – we get thousands every year.*

Five years ago, I didn't know about the internet.  
Now I **am used to** working with it.

Eventually we **got used to** the hot spicy flavours of the food.



<http://www.english-at-home.com/grammar/how-to-use-used-to-in-english/>

**Napassawan**

# FROM TEACHERS

**W**ishing you all kinds of success especially in English skills. Give yourself a chance for English practice even after this ILC Course.

All the best to all of you.

**Usana**

**W**henver you have a chance to learn and use English, don't hesitate!!! Hopefully, you will always have good memories of your time at the Institute of Foreign Affairs. I wish you all the best of luck.

**Napassawan**

I always enjoy working with all of my marvellous ILC learners. If you just stop and think about it for a moment, it's easy to know why. I'm pretty sure that you have enjoyed learning English here. So have I. Anyway, don't forget to keep in mind, "Although you've already completed the ILC course, you yourself can maintain language learning everlastingly". You actually realize how to do so, don't you?

Wish you all the best,

**Piyaporn**

**Y**ou are very lucky to be here together. Not only getting English knowledge but gaining other profits, such as having new friends and learning how to participate in many activities. Being successful in study is good, but being successful at living happily is even better.

Good luck to all of you!!

**Pimchanok**

**C**ongratulations on your completion of the ILC course. Your efforts have been rewarded. Good luck for the future.

**Robert**

**U**se your English Skills at every opportunity you are given.

Get as much exposure to the English language as you possibly can. eg. making English Speaking Friends, radio, TV and reading.

When you go back to your Government Department remember the saying "If you don't use it, you'll lose it".

All the best

Fun teaching you

**Ian**

I would like to take this opportunity to thank all of the ILC students for their hard work during the course and their dedication to learning English. I have enjoyed working with each of you and have had a lot of fun along the way. I wish you all success in your future endeavours.

**Warran**

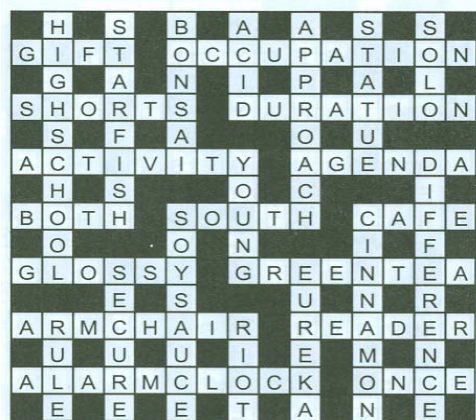
It has been great teaching you all and I hope you all feel the same way about attending this course.

I would advise you to use what you have learned whenever possible in order to continue your English studies. Don't dwell on words you don't understand unless absolutely necessary, and try to be confident at all times.

Take care of yourselves

**Mark**

## Answers no.5



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