

Name:

Klasse:

Datum:

Unit 6: Communication

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communication	[kə,mju:nɪ'keɪʃn]	Kommunikation	Emails and mobile phones have made communication easier. 24 out of 50 students agreed. That's approximately 50%.
voicemail	['vɔɪsmel]	Mailbox	
to consider	[kən'sɪdə]	bedenken	
carrier pigeon	['kæriə pɪdʒɪn]	Brieftaube	
rotary dial	['rəʊtəri daɪəl]	Wählscheibe	
technology	[tek'nɒlədʒi]	Technologie, Technik	
entire	[ɪn'taɪə]	gesamte/r/s, ganz, vollständig	
somewhat	['sʌmwɒt]	etwas, ein wenig	
approximately	[ə'prɒksɪmətli]	ungefähr	

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body	['bɒdi]	Hauptteil	The body of an email is its main part. Add a polite close to your email or letter. Make sure you spell the recipient's email correctly. Otherwise he or she won't get your email. Do you know who sent me this letter? There's no name on it, so I can't identify the sender. Start your email with a friendly greeting. The subject line is very important. Otherwise the recipient won't know what the email is about. I couldn't open the attachment. Could you send me the file again, please? My application was successful. They really offered me the job.
close	[kləʊs]	(Brief-)Schluss	
recipient	[rɪ'sɪpiənt]	EmpfängerIn	
sender	['sendə]	AbsenderIn	
greeting	['gri:tɪŋ]	Begrüßung, Anrede	
subject line	['sʌbdʒɪkt laɪn]	Betreffzeile	
attachment	[ə'tætʃmənt]	(E-Mail) Anhang	
application	[,æplɪ'keɪʃn]	Bewerbung	
congratulations (pl)	[kən,grætʃu'leɪʃnz]	Gratulation, Glückwünsche	

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to reply (to)	[rɪ'plai]	antworten (auf)	He hasn't replied to my email. I'm still waiting for an answer.
guideline	['gaɪdlaɪn]	Richtlinie	This book is new. It gives a lot of information about current topics.
current	['kʌrənt]	aktuell	
development	[dɪ'veləpmənt]	Entwicklung	He emphasized the important point by repeating it.
keyword	['ki:wɜ:d]	Schlagwort, Schlüsselwort	
spelling mistake	['speliŋ mɪsteɪk]	Rechtschreibfehler	
to emphasize	['emfəsaɪz]	betonen, hervorheben	
capital letter	['kæpɪtl letə]	Großbuchstabe	
to express	[ɪk'spres]	ausdrücken, zum Ausdruck bringen	

Seite 73 Transkript

today's	[tə'deɪz]	heutig, von heute	Today's children get more pocket money.
conversational tone	[kɒnvə'seɪʃənl 'təʊn]	Plauderton, legerer Unterhaltungsstil	
mistake	[mɪ'steɪk]	Fehler	There are too many mistakes in this letter. You'll have to write it again.
to scream	[skri:m]	schreien, anschreien	Most readers of this book said they liked it.
reader	['ri:də]	LeserIn	
to overuse	[,əʊvə'ju:s]	zu häufig verwenden	

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electronic	[,ɪlek'trɒnɪk]	elektronisch
environment	[ɪn'vaɪrənmənt]	Umfeld, Umgebung
interface	['ɪntəfeɪs]	Schnittstelle, Oberfläche, Interface
via	['vaɪə]	über, durch, per, mittels
assignment	[ə'saɪnmənt]	(Haus-)Aufgabe
instant	['ɪnstənt]	sofortig, unmittelbar
calendar	['kælɪndə]	Kalender
to click	[klɪk]	klicken
slide	[slaɪd]	Folie, Dia

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schoolwork	['sku:lwɜ:k]	Schulaufgaben	I love to learn. I enjoy my schoolwork.
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Seite 76 Transkript

to be (of) no use	[nəʊ 'ju:s]	nichts bringen, unbrauchbar sein	At the weekend, I read books, watch TV, stuff like that.
indoors	['ɪndɔ:z]	innen, drinnen	
textbook	['tekstbʊk]	Lehrbuch, Schulbuch	
to bring sth out	[,brɪŋ 'aʊt]	herausbringen, herausgeben	
to chew sth up	[,tʃu: 'ʌp]	etw zerkauen	
stuff <i>inf</i>	[stʌf]	Zeug, Sachen	The children can play here as long as they're quiet.
adventure	[əd'ventʃə]	Abenteuer	
as long as	[əz 'lɒŋ əz]	solange	

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to go to sleep	[,gəʊ tə 'sli:p]	einschlafen
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speed dial	['spi:d daɪəl]	Kurzwahl
to press	[pres]	drücken
to recharge	[,ri:'tʃɑ:dʒ]	(wieder) aufladen
to swap	[swɒp]	tauschen
to cut oneself off from sth	[,kʌt 'ɒf]	sich von etw abschotten
to meet up with sb	[,mi:t 'ʌp]	sich mit jdm treffen

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to deal with	['di:l wɪð]	umgehen mit	This book deals with some interesting topics.
body language	['bɒdi læŋgwɪdʒ]	Körpersprache	
apology	[ə'pɒlədʒi]	Entschuldigung	
culture	['kʌltʃə]	Kultur	

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to dial	['daɪəl]
to pass sth on to sb	[pɑ:s]
engaged	[ɪn'geɪdʒd]
busy	['bɪzi]
to keep sb waiting	[ki:p 'weɪtɪŋ]

wählen (<i>Telefon</i>)
etw an jdn weiterleiten
besetzt (<i>Telefon</i>)
besetzt (<i>Telefon</i>)
jdn warten lassen

I'm sorry, Mr Smith's line is engaged. Shall I take a message?

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answerphone	['ɑ:nsəfəʊn]
power tool	['paʊə tu:l]
leaflet	['li:flət]

Anrufbeantworter
Elektrowerkzeug
Prospekt, Merkblatt

He wasn't at home when I phoned, so I left a message on the answerphone.

I'd like to book a holiday. Could you send me a leaflet?