

English Correspondence (İngilizce Yazışma)

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Modal Verbs

Modal	Function	Form in the Present	Form in the Past
Can	To show ability	I can run 10 miles.	I could run 10 miles when I was young.
	To suggest a possibility or give an option	Students can pre-enroll in classes.	
	To ask for or to give permission	Can you call me? You can leave now.	
	To show impossibility	It cannot be Jim standing there. He went away for the weekend.	
Could	To show past ability		I could run 10 miles when I was young.
	To ask a polite question	Could I call you?	
	To show possibility	Why isn't Mary here? She could be busy.	Why wasn't Mary at the party last night? She could have been busy.
	To show impossibility	He could not be here at the party. He is out of town.	He could not have been at the party last night. He was out of town.
	To suggest a possibility / opportunity or give an option	You could try going this way.	You could have tried going that way.

Modal Verbs

Modal	Function	Form in the Present	Form in the Past
May	To ask for or to give permission (formal)	May I call you?	
	To show possibility	The instructor may come to class late today.	The instructor may have come to class late yesterday.
Might	To show possibility	The instructor might come to class late today.	The instructor might have come to class late yesterday.

25 Commonly Used Phrases That Can Hinder Your Success

11. “I don’t get paid enough for this.”

Not only does this put you firmly in the “lazy” camp, it also indicates that you’re ungrateful for opportunities. If your pay should be increased, address it professionally — not by saying things like this.

12. “I’ll try.”

This phrase denotes a lack of confidence in your abilities — or, even worse, a lack of urgency on your part to complete the work. By saying you’ll try, you’re giving your boss no reason to have confidence in your abilities either.

13. “She’s so lazy.”

Name-calling is right up there with gossip when it comes to childish ways to lose your job. Stay away from judging other people’s work, and stick to doing your own very, very well.

14. “You should have...”

Whether you’re right or not, a phrase like this will be seen as an accusation. If you find yourself saying this to your boss, apologize before he or she kicks you out the door.

15. “This may be silly, but...”

Why would others give you credit for an idea if you can’t give it to yourself? This phrase reduces your credibility and professionalism — the wrong direction to go if you’re looking to keep your job.

Distributed Systems -1

Distributed systems consist of autonomous computers that work together to give the appearance of a single coherent system. One important advantage is that they make it easier to integrate different applications running on different computers into a single system. Another advantage is that when properly designed, distributed systems scale well with respect to the size of the underlying network. These advantages often come at the cost of more complex software, degradation of performance, and also often weaker security. Nevertheless, there is considerable interest worldwide in building and installing distributed systems.

Distributed systems often aim at hiding many of the intricacies related to the distribution of processes, data, and control. However, this distribution transparency not only comes at a performance price, but in practical situations it can never be fully achieved. The fact that trade-offs need to be made between achieving various forms of distribution transparency is inherent to the design of distributed systems, and can easily complicate their understanding.