



Document Pédagogique Polytech'Nice-Sophia

COURSE BOOKLET 3ème année – semestre 2 (S6)

année 2017/2018

3rd year / 2nd term 2017-18 (S6) ENGLISH COURSE

COURSE OBJECTIVES:

To develop general English skills in listening, speaking, reading, writing and communication. We will work on excerpts taken from the PBS film "Digital Nation": http://www.pbs.org/video/1402987791/

- ➤ To develop vocabulary and grammar (cf. vocabulary list at the end of this booklet). First half of the list was studied during the 1st term. Most activities on Jalon: http://jalon.unice.fr/. Many activities on: https://sites.google.com/site/polytechniceenglish/home
- To develop professional communication like writing a proper covering letter and emails.
- > To develop general communicational skills. Workshops and activities in oral and written expression, using the press, podcasts, videos, etc.
- ➤ To develop listening & reading comprehension in order to attain a B2 European level of English (equivalent to at least 785/990 TOEIC® points). At the beginning of the term, a full mock test will be taken in class in order to assess progress made since September (2 hours or 45mn+1h15mn needed). The test will not be taken into account in the final grade.
- Frequent speed-reading activities will be organized during the term (TOEIC style or not)
- Oral presentations in pairs
- Mid-term exam on listening comprehension & language skills (vocabulary & grammar). Final exam on reading comprehension & language skills.

EVALUATION:

1. Continuous assessment: 50% of final English mark

Active participation in class:
 Drills & activities
 Oral presentation

2. Exams in class: mid-term and final 50% of final English mark

- ➤ Thank you for justifying all absences by email (preferably written in English[©])
- ➤ BONUS POINTS (up to 2) added on general average for carrying out the VIP (Victory Is Possible) program (includes 20 hours of attendance at the Centre de Ressources en Langues). Contact your instructor or Françoise Storey for more information: fstorey@polytech.unice.fr
- More information on Language Teaching in Polytech'Nice-Sophia? http://www.polytechnice.fr/etudiants/page584.html
- More English practice? Fitlangue: http://www.polytechnice.fr/jahia/webdav/site/polytech/shared/EXTRANET/Res-langue/Fit-Langue2015.pdf

Online ressources:

Digital Nation:

http://www.pbs.org/video/1402987791/ (full documentary film)

http://www.pbs.org/wgbh/pages/frontline/digitalnation/etc/script.html (full transcript)

Presentation technique:

https://www.youtube.com/watch?v=wGaCLWaZLI4 (on Pecha Kucha presentations)

https://www.youtube.com/watch?v=zAZ 8UJUpno

Phrasal verbs:

http://www.phrasalverbexercises.com/ (hundreds of exercises!)

http://esl.about.com/qz/Phrasal-Verbs-with-Look-Quiz-for-English-Learners (phrasal verbs with 'look')

http://esl.about.com/qz/Phrasal-Verbs-with-Turn-ESL-Quiz (phrasal verbs with 'turn)

Modals:

http://www.anglaisfacile.com/exercices/exercice-anglais-2/exercice-anglais-38247.php (shall, should, etc.)

http://www.agendaweb.org/verbs/modals-shall-should-exercises.html (many exercises on shall/should, can could...)

Emailing:

http://www.businessenglishsite.com/exercise email1.html

http://www.blairenglish.com/exercises/emails/exercises/formal_email_response/formal_email_response.html

Useful videos:

https://www.youtube.com/watch?v=54UN5ae9E0M (the benefits of the internet)

https://www.youtube.com/watch?v=crUS3so PIA (the downsides of the internet)

Useful websites:

http://www.engineerlive.com/

http://uk.businessinsider.com/?r=US&IR=T

PRESENTATIONS in pairs

Reading from a script is not allowed (use cue cards with a few key-words only)

If you want to do your presentation in a Pecha Kucha style, watch this video (optional): https://www.youtube.com/watch?v=wGaCLWaZLI4

Duration of the presentation in normal style, with slideshow: 10mn maximum. 1st slide: indicate who the speakers are (First name + Last name, in this order). Finish with a question in order to introduce a debate.

Topics available:

- 1) A topical issue, ex:
- * should there be limits to freedom of expression?
- * should enhanced surveillance of all citizens on the web be developed?
- * should we be afraid of intelligence amplification?
- * should we be afraid of big data and predictive analytics?
- * should we be afraid of the technological singularity?
- * should we be afraid of nanotechnology?
- * should we make human clones?
- * should we continue to develop nuclear power?
- * should we ...?

Develop arguments FOR/AGAINST; analysis needs to be well researched; personal opinion given in the conclusion.

- 2) A present-day invention or innovation (in engineering or science), with a few technical details, expected and imagined impact on our world, wellresearched analysis
 - Or: An **invention** (in engineering or science) that revolutionized our habits, with a few technical details and impact on its time, well researched analysis. A history of ... (with future evolutions).
 - Or: The best innovation of the year in your opinion, with a few technical details, what was done before, what will it change?
- 3) More artistic or creative presentations, like for example a passage from a play. Shakespeare, Pinter, Beckett? Take a passage from a play that you have read or seen and deliver it in front of the class (8-10mn, with props and costumes). Beware of pronunciation and intonation.
- ✓ <u>Slideshow</u> is compulsory for subjects 1) and 2) only (Prezi recommended: http://prezi.com/).
 ✓ Avoid colours like green and red (except to draw attention to a specific point)
- ✓ Check your material BEFORE class starts: solve any technical detail with the technician (T.) Nedelec, 2nd floor)
- ✓ To visualize your computer on the main screen, push: Fn F8
- ✓ Don't forget your Bibliography at the end (or "References")
- ✓ **BEWARE OF PLAGIARISM**: any sentence or idea that you took from a book, periodical or website (ex: Wikipedia) should be written between quotation marks and the reference should appear clearly at the bottom of the slide, or at the end.
- The slides are for the audience, not for the presenter, who should not even look at them (except when reading a quotation or describing trends or other data)

Planet of the phones

The smartphone is ubiquitous, addictive and transformative

Feb 28th, 2015 | The Economist

THE <u>dawn</u> of the planet of the smartphones came in January 2007, when Steve Jobs, Apple's chief executive, in front of a rapt audience of Apple acolytes, brandished a slab of plastic, metal and silicon not much bigger than a Kit Kat. "This will change everything," he promised. For once there was no hyperbole. Just eight years later Apple's iPhone exemplifies the early 21st century's defining technology.

Smartphones matter <u>partly</u> because of their ubiquity. They have become the fastest-selling gadgets in history, outstripping the growth of the simple

- outstripping the growth of the simple mobile phones that preceded them. They outsell personal computers four to one. Today about half the adult population owns a smartphone; by 2020, 80% will.
- 20 Smartphones have also penetrated every aspect of daily life. The average American is buried in one for over two hours every day. Asked which media they would miss most, British teenagers pick mobile devices
- 25 over TV sets, PCs and games consoles. Nearly 80% of smartphone-owners check messages, news or other services within 15 minutes of getting up. About 10% admit to having used the gadget during sex.
- 30 The bedroom is just the beginning.

 Smartphones are more than a <u>convenient</u> route online, rather as cars are more than engines on wheels and clocks are not merely a means to count the hours. Much
- as the car and the clock did in their time, so today the smartphone is poised to enrich lives, reshape entire industries and transform societies—and in ways that Snapchatting teenagers cannot begin to
- 40 imagine.

Phono sapiens

The transformative power of smartphones comes from their size and connectivity. Size makes them the first truly personal computers. The phone takes the processing power of yesterday's supercomputers—

- even the most basic model has access to more number-crunching capacity than NASA had when it put men on the Moon in 1969—and applies it to ordinary human interactions. Because transmitting data is cheap this power is available on the move. Since 2005 the cost of delivering one megabyte wirelessly has dropped from \$8 to a few cents. It is still falling. The boring old PC sitting on your desk does not know
- 55 to a few cents. It is still falling. The boring old PC sitting on your desk does not know much about you. But phones travel around with you—they know where you are, what websites you visit, whom you talk to, even
- 60 how healthy you are.

The combination of size and connectivity means that this knowledge can be shared and aggregated, bridging the realms of bits and atoms in ways that are both

- of professional and personal. Uber connects available drivers to nearby fares at cheaper prices; Tinder puts people in touch with potential dates. In future, your phone might recommend a career change or book
- 70 a doctor's appointment to treat your heart murmur before you know anything is amiss.

As with all technologies, this future conjures up a host of worries. Some, such as "text neck" (hunching over a smartphone stresses the spine) are surely transient. Others, such as dependency—smartphone users exhibit "nomophobia" when they happen to find themselves

- 80 empty-handed—are a measure of utility as much as addiction. After all, people also hate to be without their wheels or their watch.
- The greater fear is over privacy. The
 smartphone turns the person next to you into a potential publisher of your most private or embarrassing moments. Many app vendors, who know a great deal about you, sell data without proper disclosure;
 mobile privacy policies routingly rivel
- 90 mobile-privacy policies routinely rival "Hamlet" for length. And if <u>leaked</u> documents are correct, GCHQ, Britain's signals-intelligence agency, has managed

to hack a big vendor of SIM cards in order
to be able to listen in to people's calls. If
spooks in democracies are doing this sort
of thing, you can be sure that those in
authoritarian regimes will, too.
Smartphones will give dictators
unprecedented scope to spy on and corral
their unwilling subjects.

The naked app

authoritarianism.

Yet three benefits weigh against these threats to privacy. For a start, the autocrats will not have it all their own way.

Smartphones are the vehicle for bringing billions more people online. The cheapest of them now sell for less than \$40, and prices are likely to fall even further. The same phones that allow governments to spy on their citizens also record the brutality of officials and spread

information and dissenting opinions. They feed the demand for autonomy and help protest movements to coalesce. A device that hands so much power to the individual has the potential to challenge

The second benefit is all those personal data which companies are so <u>keen</u> on. Conventional social sciences have been hampered by the limited data sets they could collect. Smartphones are digital census-takers, creating a more detailed

view of society than has ever existed before and doing so in real time. Governed by

suitable regulations, anonymised personal data can be used, among many other things, to optimise traffic flows, prevent crime and fight epidemics, measuring screen time by age group and device type.

The third windfall is economic. Some studies find that in developing countries every ten extra mobile phones per 100

people increase the rate of growth of GDPper-person by more than one percentage point—by, say, drawing people into the banking system. Smartphones will remake entire industries, at unheard-of speed.

140 Uber is a household name, operating in 55 countries, but has yet to celebrate its fifth birthday. WhatsApp was founded in 2009, and already handles 10 billion more messages a day than the SMS global text-

145 messaging system. The phone is a platform, so startups can cheaply create an app to test an idea—and then rapidly go global if people like it. That is why it will unleash creativity on a planetary scale.

150 By their nature, <u>seminal</u> technologies ask hard questions of society, especially as people adapt to them. Smartphones are no different. If citizens aren't protected from prying eyes, some will suffer and others

155 turn their backs. Societies will have to develop new norms and companies learn how to balance privacy and profit.
Governments will have to define what is acceptable. But in eight short years

smartphones have changed the world—and they have <u>hardly</u> begun.

A/ Reading comprehension questions:

Answer the following questions, not repeating the article, but using your own words:

- 1) What makes the smartphone so popular?
- 2) What, according to the article, is the future of the smartphone?
- 3) Is the author of the article worried about health or addiction problems related to smartphone use?
- 4) Why is the author not worried about the question of privacy?
- 5) Do you share his optimism? How do you see the future of communications?

B/ Vocabulary

1:	Find a s	ynonym for 'threats' (line 105):		_		f 1 1 1 1 1 1 00)
Α.		hazards	0:	H	na a s	synonym for 'vendor' (line 89):
	В. 🗆	casualties	A.			CEO
	C.	treads				clerk check-out assistant
	D.	treats		•	_	check-out assistant
2:	Find a s	synonym for 'scope' (line 101):	_	_	. —	salesperson
A.		sequel	7:	Fi	nd a s	synonym for 'convenient' (line 31):
	В. 🗆	breadth	A.			lenient
	c. 🗆	sitcom		В	. 🖳	in time
	D. 🗆	mouthwash		С		useful
3:		synonym for 'seminal' (line 152):		D		windy
			8:	Fi	nd a s	synonym for 'ubiquitous' (subtitle):
A.	_	weekly	Α.			used
	В. 🗆	directional	7 (.			
	c. 🗖	planted				to beckon
	D. 🗆	early			. —	cheeky
4:	Find a s	synonym for 'dawn' (line 1):				omnipresent
Α.		midnight	9:	Fi	nd a s	synonym for 'leaked' (line 92):
Λ.			A.			disseminated
	В.	noon				
	C. 🗆	daybreak				a long, leafy onion
	$_{D}$	dusk		С		disembarked
5 :	D .	synonym for 'hardly' (line 163):		D		sank
			10		-	synonym for 'keen' (line 121):
A.		mysteriously	A.			eager
	В.	eagerly	Λ.			
	c. 🗆	vaguely				neat
	D. 🗆	scarcely				versatile
				D	. 🖳	chilly

Vocabulary activity also on http://jalon.unice.fr/

C/ Language skills : comparing

- 1) Make a list of all comparative and superlative forms in the article.
- 2) Make a list of all adverbs finishing with –ly, and find their meaning Ex : partly (line12) = 'en partie' in French

REVISIONS : INFINITIF ou GERONDIF ? Le gérondif

Le gérondif a la même forme que le participe présent (*V-ing*). Il s'agit d'un verbe employé comme nom. Il s'emploie dans les situations suivantes :

- 1. Comme sujet de la phrase :
 - o Ex. Smoking damages your health. Fumer nuit à votre santé.
- 2. Comme complément :
 - o Ex. I like skiing. J'aime faire du ski.
- 3. Après une préposition :
 - o Ex. Are you interested in working for us? Cela vous dirait de travailler pour nous?
 - Ex. Tim's very good <u>at</u> building sand castles. Tim est très doué pour construire des châteaux de sable.
- 4. Il s'emploie souvent avec les verbes suivants : admit, avoid, consider, delay, deny, detest, dread, enjoy, envisage, fancy, feel like, finish, imagine, involve, keep, mind, miss, postpone, practise, recall, regret, resent, risk, stop, suggest (traductions ci-dessous).
 - Ex. It has stopped raining. La pluie s'est arrêtée.
 - Ex. I dread going to the dentist's. Je redoute aller chez le dentiste.
- 5. Pour parler d'une action terminée, on peut employer le gérondif ou le gérondif parfait (having done, having eaten, etc).
 - o Ex. Penny regretted having changed jobs. Penny a regretté d'avoir changé de travail.

L'infinitif

- 1. Après ces verbes, on emploie l'infinitif : afford, agree, aim, appear, arrange, ask, choose, consent, dare, decide, decline, demand, expect, fail, forget, hope, learn, manage, offer, plan, prepare, pretend, promise, refuse, seem, swear, tend, threaten, want, wish (traductions ci-dessous).
 - o Ex. Owen pretended to be asleep. Owen a fait semblant de dormir.
 - Ex. The boss refused to give us a day off. Le patron a refusé de nous donner un jour de congé.
- 2. Après les verbes suivants, on peut employer un mot en WH + infinitif : ask, decide, explain, forget, know, remember, understand.
 - o Ex. He forgot what to say. Il a oublié quoi dire.
 - o Ex. Do you know how to play the piano? Savez-vous jouer du piano?
 - Ex. I don't know <u>whether</u> to tell him or not. Je ne sais pas si je devrais le lui dire ou non.
 - Aussi show / tell / ask someone what / how / where to do something.
 - Ex. Tell me <u>how</u> to do this exercise. I don't know <u>what</u> to do. Dites-moi comment faire cet exercice. Je ne sais pas quoi faire.
- 3. Il y a l'infinitif parfait (to have + participe passé) et l'infinitif progressif (to be + participe présent) que l'on emploie surtout après les verbes **appear**, **pretend**, **seem**.
 - Ex. Arnold seems to have enjoyed himself. Arnold semble s'être amusé.
 - Ex. Arnold seems to be enjoying himself. Arnold semble s'amuser.
- 4. Après dare, on peut employer l'infinitif avec ou sans particule.
 - Ex. He doesn't dare <u>to ask</u> for a raise. He doesn't dare <u>ask</u> for a raise. Il n'ose pas demander une augmentation.
- 5. Après would like on met l'infinitif.
 - o Ex. I would like to be taller. J'aimerais être plus grand.

L'infinitif ou le gérondif

Après certains verbes on peut mettre ou l'infinitif ou le gérondif.

- 1. Après **begin**, **can't bear**, **continue**, **intend**, **love**, **start** on peut mettre ou l'infinitif ou le gérondif.
 - Ex. I can't bear <u>getting up</u> early. I can't bear <u>to get up</u> early. Ces deux phrases ont le même sens, à savoir "Je ne supporte pas de me lever tôt".
- 2. Après *like* on emploie le gérondif lorsqu'il s'agit d'apprécier quelque chose et l'infinitif lorsqu'il s'agit de trouver cela bien de faire quelque chose (sans nécessairement le trouver agréable).

- o Ex. I like playing polo. J'aime jouer au polo. => Cela me plaît.
- Ex. I like to go to the dentist's twice a year. Je trouve cela bien d'aller chez le dentist deux fois par an. => Je trouve qu'il est bien (ou nécessaire) d'y aller. Cela ne me plaît pas pour autant.
- 3. Après *stop* on met le gérondif lorsqu'il s'agit d'arrêter quelque chose; mais on met l'infinitif lorsqu'il s'agit d'arrêter ce que l'on est en train de faire afin de faire autre chose.
 - Ex. He has stopped smoking. Il a arrêté de fumer. => Il avait fumé, mais maintenant il a arrêté.
 - Ex. He stopped to look at the shop window. Il s'est arrêté pour regarder la vitrine. => Il a arrêté de marcher ou de conduire de façon à pouvoir regarder la vitrine.
- 4. Après *remember* on met l'infinitif lorsqu'il s'agit de se rappeler quelque chose **avant** de le faire; on met le gérondif lorsqu'il s'agit de se rappeler quelque chose **après** l'avoir fait.
 - Ex. Did you remember to feed the cat? Avez-vous pensé à donner à manger au chat? => Je veux savoir si vous vous êtes rappelé de donner à manger au chat, et si ensuite vous l'avez fait.
 - Ex. Yes, I remember feeding the cat before leaving for work. Oui, je me rappelle lui avoir donné à manger avant de partir pour le travail. => Je vous assure que je me souviens d'avoir donné à manger au chat.

Practice: http://e-anglais.com/exercices/infin_ger3.php

Traductions

Certains de ces verbes n'ont pas tous leurs sens habituels lorsqu'ils sont suivis par l'infinitif ou le gérondif.

Ve	rbe + gérondif		Verbe + infinitif
admit	admettre	afford	être à même de
avoid	éviter	agree	être d'accord
consider	considérer	aim	viser
delay	retarder	appear	apparaître
deny	nier		arranger
detest	détester	ask	demander
dread	redouter	choose	choisir
enjoy	apprécier	consent	consentir
envisage	envisager	dare	oser
fancy &		decide	décider
feel like	avoir envie de	decline	refuser
finish	finir	demand	exiger (faux ami)
imagine	imaginer	expect	s'attendre à
involve	impliquer, entraîner	fail	rater, échouer
keep	continuer à	forget	oublier
mind	être dérangé par, etc.	hope	espérer
miss	manquer, rater	learn	apprendre
postpone	reporter	manage	parvenir à
practise	pratiquer	offer	offrir
recall	se rappeler	plan	projeter
regret	regretter	prepare	préparer
resent	s'offenser de	pretend	faire semblant (faux ami)
risk	risquer	promise	promettre
stop	arrêter	refuse	refuser
suggest	suggérer	seem	sembler
		swear	jurer
		tend	avoir tendance à
		threaten	menacer
		want	vouloir
		wish	souhaiter

PROFESSIONAL ENGLISH:

<u>Objective:</u> to write a professional cover letter & email to go with your CV. Here is the model of an email to help you apply for a training period.

Cover letter models:

https://resumegenius.com/cover-letters-the-how-to-guide http://career.cooper.edu/students/eng/coverletter.php http://www.seas.virginia.edu/admin/careerdev/files/coverletters.pdf

Email model (one among many possibilities):

Dear Ms Baggioli,

I am a 20 year-old graduate engineering student in Polytech'Nice-Sophia, specializing in... (computer science/ applied mathematics/ water engineering, etc). I am writing to you as I would like to apply for a training period in your company from 1-30 June 2018.

I had the pleasure of meeting you during the Engenious student convention last December and I was particularly impressed by Fansoft's line of software and company values.

Please find enclosed a copy of my CV and a cover letter.

I am available for an interview at your convenience.

Looking forward to hearing from you soon,

Yours sincerely,

Emilie Dupont 3rd year graduate engineering student Polytech'Nice-Sophia, France

TOEIC® VOCABULARY BANK

Pronunciation is to be checked in a dictionary or on a text-to-speech website.

1. Business trips

Abroad A l'étranger Loger Accommodate Logement Accommodation (indénom)

Attend Assister à Attendee **Participant** Audience Public, auditoire

Banquet Banquet Bellman Groom

Booked up Complet (hôtel) Booth Cabine Border Frontière Caterer Traiteur

Check in Se présenter à la réception en arrivant Check out Régler la facture en partant Check-out time Heure à laquelle il faut libérer la

chambre Concierge Réceptionniste Conference hall Salle de conférence

Convention Congrès Conventioneer Congressiste Crowded Bondé, rempli Cruise Croisière Display

Exposition, étalage

Doorman Portier

Entertainment Divertissement Exhibit Exposer, présenter

Exhibition Exposition Fair Foire Front desk Réception Guest Hôte, client Guidebook Guide

Hotel clerk Employé de l'hôtel Housekeeper Gouvernante Indoor pool Piscine couverte Lecture Conférence Lobby Hall (hôtel) Location **Emplacement**

Luxury Luxe

Newsstand Kiosque à journaux To overlook Surplomber Overnight Du soir au matin

Overseas A l'étranger Pack Paquet/emballer Packed Bondé, plein Pass Laisser-passer Peak season Haute-saison Pillow Oreiller Porter Concierge

Oueue File d'attente/faire la queue Resort Station (balnéaire,...) Room service Service d'étage Safe Coffre-fort

Schedule Programme, horaire

Seminar Séminaire Show hall Salle de spectacle Sightseeing Tourisme

Single Chambre simple Smoke free Non-fumeur Soap Savon

Stay Séjour/séjourner Time zone Fuseau horaire

Tour Excursion Towel Serviette Trade fair

Foire commerciale Travel allowance Frais de déplacement Vacancy Chambre(s) libre(s)

Service de garage de voitures **Valet** parking

Valuables Objets de valeur Venue Lieu (d'un évènement)

Voucher Bon d'échange/ coupon de réduction

2. Restaurants

Amuse-bouches Appetizers Bake Cuire au four Boisson Beverage Check Addition Chef Chef China Porcelaine Chopped Haché

Clear the table Débarrasser la table Cook Cuisinier /cuisiner

Cutlery Couverts Dessert Dessert Diced Coupés en dés

Dish Plat

Flavor Parfum, Arôme Fork Fourchette French fries Frites Hôte, client Guest Portion Helping Knife Couteau Plat principal Main course Maitre d' Maitre d'hôtel Meal Repas

A point Medium Menu Carte

Napkin Serviette de table Order Commande/commander

Oven Four Pan Casserole Plate Assiette Pour Verser Rare Saignant Recette Recipe Set the table Mettre la table

Side order Garniture, accompagnement

Silver Argenterie Slice Tranche/trancher

Specialty Spécialité Spicy Epicé Entrée Starter A emporter Take-away Taste Goût/goûter **Tasteless** Insipide Pourboire Tip Today's special Plat du jour

Topping Assaisonnement/ « ce que l'on met dessus »

Tray Plateau Utensil Ustensile Serveur Waiter Well done Bien cuit Wine list Carte des vins

Weather

J. WCa	tiici
32°F	0°C
50°F	10°C
60°F	15.5°C
70°F	21°C
80°F	26.6°C
Black ice	Verglas
Blow	Souffler
Breeze	Brise
Bright	Ensoleillé
Chill	Refroidissement
Cloudy	Nuageux
Damp	Humide
<u>Drought</u>	Sécheresse
Dull	Maussade
Earthquake	Tremblement de terre

Vague de chaleur, canicule

Inondation Flood Brouillard Fog Freeze Geler Frost Gelée Gale Coup de vent Gust Rafale Hail Grêle Hazard Danger Brume légère Haze Heat Chaleur

Verglacé Icy Foudre Lightning Lower seventies Environ 21°C Lull Accalmie Fondre Melt Environ 15°C Mid sixties

Heat wave

Mild Doux Mist Brume Outdoors Dehors Overcast Couvert Couler, ruisseler Pour

Rainfall Précipitation Ray Rayon Shine Briller Shower Averse Sleet Grésil

Snowbound Bloqué par la neige

Période Spell Storm Tempête Swelling Crue Thaw Dégeler Thunderstorm Orage Environ 32°C Upper eighties Mouillé Wet

4. Transportation

Aircraft

Bridge

Airline	Compagnie aérienne
Airline ticket counter	Comptoir d'une compagnie
	aérienne
<u>Aisle</u>	Couloir
Announcement	Annonce, avis
Arrival	Arrivée
Baggage claim	Lieu de récupération des bagages
Board	Monter à bord
Boarding pass	Carte d'embarquement
Book	Réserver

Pont

Avion

Cab Taxi Cabin Carlingue Cabin attendant Membre d'équipage

Call at Faire escale Car Wagon Carrier Transporteur Cart Chariot

Check in Enregistrer ses bagages

Faire la navette domicile-travail Commute

Concourse

Connecting flight Vol de correspondance Connecting passenger Passager en transit

Equipage Crew Crowded Bondé

Cruising altitude Altitude de croisière

Customs Douane Delay Retard Departure Départ Disabled Hors service Duty-free Hors-taxe Empty Vide Fare Prix du billet Flight Vol

Flight attendant Membre d'équipage Flight deck Cabine de pilotage

Freight Fret Front Avant Full Plein Monter Get in Get off Descendre Jet-lag Décalage horaire Land Atterrir

Landing card Carte de débarquement

Lounge Salon Luggage (indénomb) Bagages

Luggage rack Porte-bagages (train, bus)

Miss Rater Network Réseau Nonstop Sans escale On time A l'heure One-way ticket Aller-simple

Porte-bagages (avion) Overhead compartment Voyage organisé Package tour Passenger Passager Platform Quai de gare

Se présenter à la porte n° Proceed through gate...

Railroad Voie ferrée Rear Arrière Repairs Réparations

Retrieve Récupérer (bagages)

Resume Recommencer/reprendre (activité) Ride Trajet/voyager (train, bus, métro)

Rider Passager Aller-retour Round trip ticket/return ticket Itinéraire Route Row Rangée Runway Piste

Rush hour Heure de pointe

Schedule Horaire Seat Siège

Ceinture de sécurité Seatbelt

Navette Shuttle Stopover Escale Stow Arrimer Suitcase Valise Take off Décoller

Tour	Voyage, excursion
Track	Voie
Trip	Voyage
Trolley	Chariot
Window	Hublot

Agenda Assignment Assignment Attached Bid Offre Binder Board Conseil Bold Briefcase Bracicule Briefcase Carty out Cartridge Cartridge Cartouche CEO Chart Competto Competto Compete Data Data processing Deadline Delete Desk Bureau Dial Dial Dial Diare Drawer Earnings Earnings Eartiled to Expenditures Expenditures Expenditures Efice Efice Efice Ega Porte-document Annuler Erfectuer Cartouche Cartouche Cartouche Cartouche Cartouche Cartouche Cartouche Cartridge Cartouche Cartouche Cartridge Cartouche Cartouche Cartouche Cartridge Cartouche Cartouche Cartridge Cartouche Cartouche Cartridge Cartouche Cartouche Cartouche Cartridge Cartouche Concurrent Cartouche Cartouche Cartouche Cartouche Concurrent Cartouche Cartouche Cartouche Cartouche Cartouche Cartouche Cartouche Cartouch	5. Office life	
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	Incentive	Motivation, prime
Income Revenu	Income	
Inquiry Enquête, demande de renseignements	Inquiry	Enquête, demande de renseignements
Intern Stagiaire	Intern	Stagiaire
Internship Stage	Internship	Stage
IT Informatique	_	Informatique
Jam Bourrage de papier	* **	Bourrage de papier
Key Touche	Key	Touche
Keyboard Clavier	Keyboard	Clavier
Laptop Ordinateur portable	Laptop	Ordinateur portable
Launch Lancement/lancer	Launch	Lancement/lancer

Layout Présentation d'un document Leave Congé Load Chargement/ charger Margin Marge Marketplace Part de marché Mixed up Mélangé Monitor Moniteur Mouse pad Tapis de souris Name tag Badge nominatif Network Réseau Notepad Bloc-notes Notice Préavis Overdue En retard Overnight mail Courrier qui arrive le lendemain Pad of paper Bloc de papier Société-mère Parent company Pick up Ramasser, aller chercher Position Poste (occupé par salarié) Postpone Retarder Printer **Imprimante** Process Traiter Purchase Acheter Raise Augmentation/Augmenter Receiver Combiné téléphonique Record Archive Resign Démissionner Retire Prendre sa retraite Scheme Système Screen Ecran Sheet Feuille Shipment Envoi, expédition Skill Qualification, compétence Slide Diapositive Logiciel Software Sort Trier Spreadsheet Tableur Staff Personnel Staple Agrafe Stationery Fournitures de bureau Store Stocker Supplies Fournitures Supply room Réserves (de fournitures) Survey Sondage Panneau, Clavier Switchboard Embaucher Take on Takeover bid OPA Task Tâche Temp Intérimaire Trainee Stagiaire Training Formation Transfer Mutation/muter Trash Ordures Trend Tendance Trial order Commande d'essai Triplicate En trois exemplaires Turnover Chiffre d'affaires Taper, dactylographier Type Faute de frappe Typing error Update Mettre à jour Vacancy Poste à pourvoir Vacant Libre, à pourvoir Vacation Vacances Wage Salaire Word processing Traitement de texte

Emballer

Wrap

6. Phone calls

Answering machine Répondeur Indicatif Area code Be cut off Être coupé Been Bip Occupé (tonalité) Busy

Call back Rappeler Cell phone Téléphone portable

Connection Communication Cut off Couper Dial Composer Appel d'urgence Emergency call Engaged Occupé (ligne) Extension Poste (tél. d'un correspondant)

Hang up Raccrocher Hold on Rester en ligne Hold the line Rester en ligne

Key (ki:) Touche Off the hook Décroché Phone directory

Annuaire téléphonique Appuyer sur une touche Press a key

Passer qqu'un à Put someone through Receiver Combiné Enregistrement Recording Speak up Parler plus fort Speaking A l'appareil Epeler Spell Stay on the line Rester en ligne Subscriber

Switchboard Standard téléphonique Telephone booth Cabine téléphonique Time zone Fuseau horaire Numéro vert Toll-free number Tone Tonalité

7. Ordering, packaging shipping, complaining

Abonné

Amount Montant Arrange for Organiser, fixer Arriéré, retard Backlog Behind schedule En retard Bid Offre / faire une offre

Bill Facture Billing Facturation Charge Facturer Vérifier Check Commodity Denrée Complaint Réclamation Consignment Envoi Courier Coursier Credit note Avoir Damaged Endommagé Deadline Date limite Deduct Déduire Delay Retard Deliver Livrer Discrepancy Différence

Expédier Traite Envoyer Manutention En nombre

Inconvénient, gêne

Inquiry Demande de renseignements

Invoice Facture

Dispatch

Forward

Handling

Inconvenience

In bulk

Draft

Item Article Lead time Délai Camion Lorry Mailman Facteur Order Commande/commander

Out of stock En rupture de stock Overdue En retard

Overnight mail

Courrier qui arrive le lendemain Package Paquet

Parcel Colis

Pick up Ramasser, Aller chercher Place an order Passer une commande Postpone Retarder, reporter Process Processus/traitement/traiter

Devis, prix Ouotation

Regarding Concernant Registered mail Courrier recommandé

Sample Échantillon Shipment Expédition Shortage Pénurie Short of A court de Sort Trier

Stamp Timbre/affranchir Trial order Commande d'essai

Truck Camion Unload Décharger Unpack Déballer Warehouse Entrepôt Emballer Wrap

8. Applying for a job and working

Appendix Annexe Applicant Candidat Assets Actif (bilan) Be entitled to Avoir droit à Blue collar Col bleu Board Conseil

Board of directors Conseil d'administration

Prime Bonus Buver Acheteur

Call in sick Informer qu'on est souffrant

Candidate Candidat Effectuer Carry out CEO **PDG** Chairman Président Civil servant Fonctionnaire Classified ads (classifieds) Petites annonces Clerical De bureau

Clerk Employé de bureau Competitor Concurrent Credentials Titres, références Credit Honneur, mérites Day off Jour de congé Affaire, négociation Deal

Dismiss Licencier Downsize Dégraisser Draft project Avant-projet Earn Gagner (salaire) Earnings Résultats, gains Enrollment Inscription Cadre Executive Fire Renvover Fiscal year Exercice Head

Headhunter Chasseur de têtes

Chef

Head-office Siège social Siège social Headquarters Health care package Mutuelle de santé Help wanted ad Annonce de recrutement Hire

Embaucher Incentive Motivation, prime Revenu Income

Intern Stagiaire Internship Stage Investor Investisseur Job hunter Demandeur d'emploi

Procès Lawsuit Lay off Licencier Congé Leave Liabilities

Passif (du bilan)/responsabilité

Lunch break Pause déieuner

Marge Margin Notice Préavis Emploi Occupation Officer Dirigeant

Operating costs Coûts de fonctionnement Overtime Heures supplémentaires Parent company

Société mère

Paye, chèque de salaire Pay check Pay scale Échelle des salaires **Payslip** Fiche de pave Perk Avantage en nature

Position Poste Pregnancy Grossesse

R&D Recherche et développement

Augmentation Raise Mise au chômage Redundancy Regulations Règlement Démissionner Resign

Résumé CV

Retire Prendre sa retraite

Scheme Svstème Sélection Screening Ancienneté Seniority Sick leave Congé maladie

Skill Compétence, qualification

Qualifié Skilled Personnel Staff Standard Norme Stockholder Actionnaire Strike Grève Take on Embaucher

Prise de contrôle, rachat Takeover

Takeover bid

Intérimaire, faire de l'intérim Temp

Terminated Résilié Trainee Stagiaire Training Formation Chiffre d'affaire Turnover Union Syndicat Poste à pourvoir Vacancy Vacant (poste) Vacant Vacation Vacances Salaire Wage

Charge de travail Work load Workplace Lieu de travail

Workshop Atelier

9. Marketing and advertising

Annonce publicitaire Ad Adman Publicitaire But/viser Aim Audience Public, audience Bonne affaire/négocier Bargain Comportement Behavior(US)/Behaviour(UK)

Bid Offre

Blueprint Plan, avant-projet

Boost Promouvoir Tranche Bracket Brand Marque Broadcast Diffuser Brochure Brochure Commercial Spot publicitaire Consumer Consommateur

Consumer goods Biens de consommation

Contest Concours Data Données

Data processor Traitement des données Database Base de données

Disposable Jetable

Draft Brouillon, avant-projet

Flver Prospectus

Hoarding(UK) Panneau publicitaire

Household Ménage

Launch Lancement/lancer Layout Présentation, disposition

Leaflet Prospectus Literature Documentation Loyalty Fidélité Market share Part de marché Misleading Trompeur Niche Créneau Poll Sondage/sonder

Poster Affiche

Press release Communiqué de presse Pouvoir d'achat Purchasing power Tarif. taux Rate

Rebate Rabais Run an ad Passer une annonce

Sample Échantillon Sampling Échantillonnage Sketch Croquis

Sponsor Sponsor/sponsoriser

Sponsorship Sponsoring Sticker Autocollant Sondage Survey

Tap a market Exploiter un marché Target Cible/cibler Taste Goût/goûter

Publicité professionnelle Trade advertising

Trade mark Marque Trend Tendance Upscale Haut de gamme User Utilisateur

Factory and maintenance 10. **Apparatus** Appareil Assembly line Chaine de montage Battery Pile Beam Poutre, rayon Belt Courroie Bolt Boulon Broom Balai Boîte en fer / mettre en boîte Can Vérifier Check Chemist Chimiste Circuit Circuit Conveyor belt Tapis roulant Damage Dégâts Data Données Device Système, dispositif Drill Forer, percer **Facilities** Installations Usine **Factory** Échec, panne Failure Défectueux Faulty Réparer Fix Fold Plier Fuel Carburant Fuse Fusible Gallon = 3.785 litresGallon Halt Arrêter Handle Poignée/manipuler Handling Manutention Hose Tuyau Pouce = 2.54cm Inch Travail de laboratoire Lab work Ladder Échelle Leak Fuite/fuir Lever Levier Lift Soulever Charge/charger Load Noter, enregistrer Log Mechanic Mécanicien Compteur Meter Incident Mishap Monitor

Moteur/contrôler Nut Écrou Ounce Once = 28.35gOut of service En panne Overhaul Réviser Panel Panneau Plant Usine Pipe Tuyau Pound Livre = 453.6gPower Courant électrique Premises Lieux

Tirer

Interrupteur/permuter

Repair man Réparateur Pièce de rechange Replacement part Sample Échantillon Screw Vis Screwdriver Tournevis Scrub Nettover Shelf Étagère Shift Équipe de travail

Pull

Switch

Pièce de rechange Spare part

Spread Étaler Stocker Store

Trigger

Panneau de commandes Switchboard Déclencher Warehouse Entrepôt Waste disposal Traitement des déchets Yard Yard = 91.44cm

11. **Emergencies**

Subside

Trigger

Twister

Évacuer par pont aérien Airlift Avoid Éviter Blast Détonation Burn Brûler Burst Éclater Casualty Victime Collapse Effondrement/s'effondrer Crack Fissure Crumble S'effriter Damage Dégâts Dommages et intérêts Damages Delay Retard Drift Dérive/dériver Dwindle S'affaiblir Failure Défaillance Fire hydrant Bouche d'incendie Flood Inondation Give way Céder Jaillir Gush Harmful Dangereux, nuisible Hazard Danger Hazardous Dangereux Hurricane Ouragan Injury Blessure Leak Fuite/fuir Mud Boue Out of service Hors service Power Courant (énergie) Panne de courant Power blackout Power surge Surtension Relief Secours Rescuer Sauveteur Resume Reprendre, recommencer Rip Déchirer Smash into S'écraser contre Tempête Storm Civière Stretcher

Se calmer

Tornade

Déclencher

12. **Driving**

Lane

Bend Virage Frein/freiner Brake Breakdown Panne Bosse Bump Bumper Pare-chocs Carmaker Fabricant de voiture

Change lanes Changer de file Vérifier Check

Crash into Entrer en collision avec Concession automobile Dealership

Dent Bosse

Directions Indications, directions Downtown Centre ville

Driver's license Permis de conduire Engine Moteur Fix Réparer

Flat tire Pneu dégonflé Essence Gas

Station d'essence Gas station Vitesses Gears Highway Autoroute Heurter Hit Honk Klaxonner Hood Capot Klaxon Horn Ignition Allumage Ignition key Clé de contact Junction Bretelle

Fuite / fuir (liquide) Leak Plaque d'immatriculation License plate

File, voie

Lot **Parking** Mechanic Mécanicien Mileage Kilométrage Oil Huile Overtake Doubler Place de parking Parking space Pedestrian Piéton

Voiture de location Rental car Panneau de signalisation Road sign

Roof rack Galerie Seat Siège

Seat belt Ceinture de sécurité Service a car Réviser une voiture

Sidewalk **Trottoir** Skid Déraper Tank Réservoir Amende Ticket Tire (US)/tyre (UK) Pneu Toll booth Péage

Feux de signalisation Traffic lights

Remorque Trailer Tranchée Trench Truck Camion Trunk Coffre

Autoroute à péage Turnpike

Vehicle Véhicule

Walkway Passage pour piétons

Roue, volant Wheel Pare-brise Windshield

13. **Shopping**

Afford Se permettre (un achat) After-sales service Service après-vente Allée/rayon d'un magasin Aisle

Banknote Billet de banque Barcode Code-barres

Bargain Bonne affaire / marchander

Battery

Bill Facture / facturer Cash register Caisse enregistreuse Faire payer, débiter une carte Charge

Pièce de monnaie Coin Competition Concurrence Confectionery Confiserie Counter Guichet, caisse

Coupon Bon

Dealer Revendeur, commercant

Department Ravon Deposit Acompte Pièce de 10 cents Dime

Discount Remise

Display Étalage, exposition Franchise Franchisé

Gift Cadeau Grocery store Épicerie Pièce d'identité ID Jeweler Bijoutier Make Marque Margin Marge Middleman Intermédiaire

Newsagent Marchand de journaux Nickel Pièce de 5cents

Order Commande / commander Out of stock En rupture de stock Outlet Point de vente, débouché

Patron Client

Price tag Étiquette de prix Purchase Achat / acheter Purse Sac à main Ouarter Pièce de 25 cents

Range Gamme Receipt Recu

Remboursement Refund Repair request Demande de réparation

Replace Remplacer Retailer Détaillant Ventes, soldes Sales Représentant Sales rep Second hand D'occasion Shelves Étagères, rayons Shop assistant Vendeur, vendeuse Shoplifting Vol à l'étalage Shopping mall Centre commercial Small change Menue monnaie Store Magasin / stocker Supplier Fournisseur

Till Caisse enregistreuse

Tov Jouet

Upscale Haut de gamme

Vending machine Distributeur automatique

Voucher Bon d'échange Wallet Portefeuille Warrantv Garantie Wholesale En gros Window shopping Lèche-vitrine Worth Qui vaut/valeur 14. Money Account Compte Amount Montant S'élever à Amount to Distributeur de billets ATM Award Attribuer Balance Solde Bank charges Frais, agios Billet de banque Banknote Agence, succursale Branch Brokerage Courtage Cash Argent liquide Cashier Caissier Change Changer (argent) Charge Faire payer Charge on a credit card Débiter une carte de crédit Checkbook Chéquier Checking account Compte-chèques Pièce de monnaie Coin Currency Devise Deposit account Compte de dépôt Pièce de 10 cents Dime Draft Traite Fees Frais Fill out a form Remplir un formulaire **Funds** Fonds Instalment (UK), installment Versement, mensualité Banque d'affaires (US) Investment bank Somme forfaitaire Lump sum Pièce de 5 cents Nickel Devoir Owe Rembourser Pay back Livret d'épargne Portefeuille d'actions Passbook Portfolio Sac à main Purse Pièce de 25 cents Ouarter Taux Rate Versement Remittance Remboursement Compte épargne Repayment Guichetier Savings account Virement / virer Teller Transfer Portefeuille

Guichet

Retirer

Retrait

Qui vaut

Avantageux, rentable

Établir un chèque Rendement / rapporter

Wallet

Worth Worthwhile

Window

Withdraw

Withdrawal

Write a check Yield

15. The house

A in a an dition an	Climaticana
Air-conditioner	Climatiseur
Appliance	Appareil
Attic	Grenier
Bookcase	Bibliothèque
Cabinet	Meuble de rangement
Carpet	Tapis
Carpeting	Moquette
Ceiling	Plafond
Cellar	Cave
Chore	Corvée
Closet	Placard
Cupboard	Placard
Curtains	Rideaux
Door knob	Poignée de porte
Downstairs	En bas
Filing cabinet	Classeur (meuble)
Fitted with	Équipé de
Fix	Réparer
Hang	Suspendre
Heating	Chauffage
Household	Foyer
Landlord	Propriétaire
Lawn	Pelouse
Lawnmower	Tondeuse à gazon
Light bulb	Ampoule
Lighting	Éclairage
Painting	Peinture
Plumber	Plombier
Roof	Toit
Shelves	Étagères
Stories	Étages
Тар	Robinet
Tenant	Locataire
Tidy	Rangé / ranger
Upstairs	En haut
Utility bill	Charges
Vacuum cleaner	Aspirateur
Wall papering	Papier peint
·· ·· ·· puporing	1 apret penit

16. Clothing

Apparel

Cap

- ·· I	- · · · · · · · · · · · · · · · · · · ·
Casual	Décontracté
Cleaners	Teinturier
Cloth	Étoffe
Clothes	Vêtement
Fabric	Tissu
Fashionable	À la mode
Fit	Être de la bonne taille, bien aller
Fold	Plier
Formal	(très) habillé
Garment	Vêtement
Gloves	Gants
Hanger	Cintre
Hem	Ourlet

Habillement

Casquette

Lengthen Allonger Long-sleeved À manches longues Loose-fitting Ample Loosen Desserrer Pantalon **Pants** Motif Pattern Repassé Pressed

Seam Couture Shade Ton Shorten Raccourcir Short-sleeved À manches courtes

Silk Soie Manche Sleeve Smart Élégant Stain Tache Amidon Starch

Stitch Point (de couture)

Stripe Rayure Suit Costume Sweater Pull, chandail Beige Tan Cravate Tie **Tight** Serré Try on Essayer

Porter Wear Wool Laine

17. Miscellaneous

Underwear

Above	Au-dessus de
Among	Parmi
Available	Disponible
Below	En dessous de
Beneath	En dessous de
Beside	À côté de
Boundaries	Frontières
Broad	Large
Ву	Près de
Cancel	Annuler
Climb	Monter, gravir
Close to	Près de
Crane	Grue
Crop	Récolte
Demanding	Exigeant
Downward	Vers le bas
	•

Sous-vêtements

Early Tôt Earth Terre Entertainment Divertissement Fall Automne Fill Remplir Flag Drapeau Forward Vers l'avant Gather Rassembler Handle Poignée / manipuler Hardly À peine Colline Hill Huge Énorme Implement Mettre en place Numéro (magazine), problème Issue Lake Lac Droit, loi Law Library Bibliothèque Lift Soulever Location Emplacement À voix haute, fort Loud Map Carte Movie theater Cinéma Nap Sieste Noon Midi Notice Préavis / remarquer Occur Se produire Off Éteint, à l'écart de Panel Panneau, groupe Prix, récompense Prize Provided Du moment que Purpose But Quarter Trimestre Note, jugement Rating Rental De location Respondent Personne sondée Rest Repos Resume Reprendre, recommencer Seldom Rarement Shore Rive Shortcut Raccourci Site Site Football Soccer Spoil

Gâcher Spring **Printemps** Stack Pile / empiler Stand Être debout Stand up Se lever

Standstill Arrêt, immobilisation

Terms Conditions Toward Vers Town hall Mairie

Upcoming Imminent, à venir Upset Bouleversé / bouleverser

Wave Faire signe Weigh Peser Weight **Poids**

Available online with hyperlinks: https://goo.gl/0rjM0K