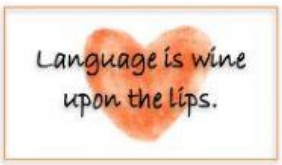
8. DẠNG CÂU HỎI CHỨC NĂNG — MỖI KỲ RA 2-3 CÂU

Nội dung của dạng câu hỏi đề nghị thường là đề nghị đối phương làm gì hoặc gợi ý cùng nhau làm gì đó. Vậy nên đáp án sử dụng những biểu hiện đồng ý hoặc từ chối thường là các đáp án đúng.



Ngôn ngữ như rượu vương trên môi.

Chiến lược làm bài

- Bạn không được nhầm lẫn giữa câu hỏi lý do (Why) và câu hỏi đề nghị (Why don't)
- Bạn cần học thuộc lòng những câu hỏi đề nghị

Những dạng câu hỏi thường gặp

Q. Why don't you send some samples? Sao bạn không gửi vài hàng mẫu đi?
→ **That's a better idea.** Ý kiến đó hay hơn đấy.

Q. Would you like to go for a coffee break now? Bạn có muốn nghỉ uống chút cà phê bây giờ không?
→ **I'm sorry but I can't leave my office.** Thật tiếc là tôi không thể rời văn phòng được.

Q. Should we look over the procedures one more time? Chúng ta có nên xem lại các thủ tục một lần nữa không?
→ **I'd be glad if you did that.** Tôi sẽ rất mừng nếu bạn làm vậy.

Q. Can you check my mail box? Bạn kiểm tra hòm thư điện tử dùm tôi được không?
→ **Okay, I will take care of it.** Được thôi, tôi sẽ để ý cho.

sample (n) /'sæmpl/ hàng mẫu
= trial /'traɪəl/

procedure (n) /prə'si:dʒər/ thủ tục
glad (adj) /glæd/: vui mừng
= cheerful /'tʃɪrfl/

Sample Question

07-16.mp3

Q. Why don't we let Ms. Moreno take charge of the project?
(A) I didn't see the projector.
(B) That's a good idea.
(C) Yes, I brought the battery charger.

Giải thích: Câu hỏi bắt đầu bằng Why don't we [you/I] chính là câu hỏi đề nghị. Thỉnh thoảng cũng sẽ xuất hiện đáp án bắt đầu bằng Because cho dạng câu hỏi này, bạn cần chú ý không chọn nhầm những đáp án đó. Đáp án sử dụng That's a good idea/That sounds good thể hiện sự đồng ý với câu hỏi đề nghị là dạng đáp án xuất hiện nhiều nhất. Bạn hãy ghi nhớ để có thể chọn ngay được đáp án đúng khi nghe thấy những biểu hiện đó. Đáp án (A) và (C) đều sử dụng các cặp từ có phát âm tương tự nhau project – projector, charge – charger để gây nhầm lẫn cho thí sinh nên là những đáp án không chính xác.

Từ vựng: take charge of~ đảm nhiệm, phụ trách **projector** máy chiếu **battery charger** cái sạc pin

Sao chúng ta không để cô Moreno phụ trách dự án nhỉ?
(A) Tôi không thấy máy chiếu đâu.
(B) Thật là một ý kiến hay.
(C) Đúng, tôi đã mua cái sạc pin.
Đáp án (B)

project (n) /'prɒdʒekt/ dự án
= assignment /ə'saɪnmənt/
projector (n) /prə'dʒektər/ máy chiếu
charger (n) /'tʃɑ:rdʒər/ cục sạc, cái sạc

LIVEWORKSHEETS

Những đáp án đúng thường xuất hiện trong dạng câu hỏi đề nghị

PHÂN LOẠI	MẪU ĐÁP ÁN THƯỜNG GẶP TRONG BÀI THI		
Đề nghị (làm ~ thì sao)	How about ~? What about ~? Why don't we ~? Why not ~? Lest's ~?	**Đó là ý kiến hay.**	
		Khẳng định	That's a good idea. That sounds great [pretty good]. That sounds like fun.
		Có lẽ không được.	
		Phủ định	I don't thinkI can. I'm afraid I can't. Thanks, but I'm so busy.
Cung cấp (làm giúp nhé ~?)	Should I ~? Can I help you with ~? Do you want me to ~?	**Cảm ơn.**	
		Khẳng định	I appreciate it. Thank for the offer.
		Không sao, tôi làm được.	
		Phủ định	That's OK, I can handle. Thank you but I can manage.

appreciate (v) /əˈpriːʃieɪt/ đánh giá cao = *be thankful for* /ˈθæŋkfl/
offer (n) /ˈɔːfər/ đề nghị = *proposal* /prəˈpəʊzl/
handle (v) /ˈhændl/ xử lý, đảm nhiệm = *deal* /diːl/
manage (v) /ˈmænɪdʒ/ xoay xở = *supervisor* /ˈsuːpərvaɪzər/

PHÂN LOẠI	ĐÁP ÁN CHÍNH XÁC TRONG BÀI THI		
Lời mời (Bạn có phiền ~)	Would you like to ~? Could you ~? Would you mind ~? May I ~?	Đương nhiên rồi, rất vui.	
		Khẳng định	I'd like [love] to ~ I'd be glad [happy] to ~ That would be great. Sure, ~ Yes, of course. No problem. I'd like that.
		Có vẻ không được	
		Phủ định	Sorry, I'm busy now. I wish I could, but I'm busy. I'm afraid I can't
Dạng đáp án đúng khác		Let's ~ Cùng làm ~ Câu hỏi ngược lại.	

<u>I. LISTENING STRATEGY PRACTICE:</u> Listen and fill in the blanks

1. Q: Would you mind if I ?
A: No, not at all.

2. Q: carry these boxes?
A: Sure, I'd be happy to.

3. Q: used your car?
A: No, but my car is in the garage.

4. Q: with your luggage?
A: Yes, please.

LIVEWORKSHEETS

5. Q: Can I ?

A: Sure, take it

6. Q: him honestly?

A: I don't think that's a good idea.

9. Q: Can I help you ?

A: That would be great. Thank you.

10. Q: with the boxes?

A: No, I can manage. Thanks.

13. Q: Let's invite Sarah Parker to give .

A: Well, she's definitely qualified

7. Q: the client for me?

A: I'd be glad to.

8. Q: the volume up?

A: Of course not.

11. Q: for dinner tonight?

A: Sorry, but I have other plans.

12. Q: Can you join me for ?

A: Yes, I'd love to.

II. <u>STRATEGY PRACTICE:</u>

Choose 3 among the 5 responses that best reply each question.

1. Why don't we go to the Boston office this Thursday?

- Sure. I'll tell everyone about the business trip.
- That sounds good. What time should we get there?
- I don't think it's a good idea.
- Let's take the second right turn.
- I haven't met him since last October.

2. Why don't we continue working on this invoice tomorrow?

- Don't you know that we missed the deadline two days ago?
- What a coincidence! How are you doing?
- Yes, I need some sleep.
- OK, we can't finish it today even if we work all night.
- No, I'm not in charge of this report.

3. Would you like to join us for dinner?

- Yes, give them to me.
- Sure, it would be my pleasure.
- Thank you, but I promised to play with my kids tonight.
- It's definitely worth considering.
- I'd love to. It will be fun.

4. How about having a cup of coffee with me?

- Sounds good, but I only have 30 minutes left.
- Sorry, but I'm not really in the mood.
-That's difficult to say for sure.
- Thank you, but I've already had one at lunch.
- He was so busy with the assignment.

5. Should I write the address down for you?

- That would be perfect. Thank you.
- I don't know where he is now, either.
- Thanks, but I think I know where they live.
- Shame on me. I should have told you the truth.
- I'd appreciate it if you could, please.

6. Do you want me to carry your luggage?

- Yes, if you don't mind.
- Not at all. I can repair it by myself.
- Yes, please. Thanks for the offer.
- I can manage it, thanks.
- Sure, I will send you the store website's link.

LIVEWORKSHEETS

7. Let's not leave until the rain subsides.

- I don't think it will rain today.
- Sure, where would you like them?
- I have an umbrella here. We can walk there together.
- It'll take a long time, but we have no choice.
- It's only spitting, let's go before it gets worse.

8. Will you help me wash the dishes?

- I wish I could, but I have something to do at the moment.
- Wow, I didn't know that you could cook so well.
- Sorry, but I'm kind of busy right now.
- Of course, right after I finish watering the garden.
- I'm sorry, I didn't mean it.

9. May I borrow your jacket?

- What do you think about that?
- I'm sorry. It gets wet and I'm having it dried.
- Which one do you mean?
- Sure, here you are.
- No, the ticket is not out of date yet.

10. Shouldn't we call the head office to get the forms?

- Yes. That's a great idea.
- Could you give me their phone number?
- I blame myself for this accident.
- I tried 3 times, but the hotline was busy.
- I don't think it's a smart choice to go there now.

11. Would you mind closing the window?

- What is the problem with that window?
- I'm not sure. Should we ask my supervisor?
- No problem. Would you like me to switch the air conditioner on too?
- Thank God you asked. I was afraid that you felt hot.
- Not at all. I was thinking about closing it, too.

12. Please update the client list of our northern district.

- The information will be on the board by this afternoon.
- I can contact our clients this May. Thanks a lot.
- Let me finish checking the figures first.
- Can you tell me where the northern area is?
- There is a network error that prevents me from uploading the file.

III. <u>LISTENING PRACTICE:</u> Listen and complete the gaps and decide the best answer.

1. Do you mind the door?

(A) .
(B) If you could .
(C) I .

2. you with the boxes?

(A) Yes, it's .
(B) Thanks, but .
(C) No, .

3. before we place an ad?

(A) I in the classified ads.
(B) I need some .
(C) .

4. How about after lunch?

(A) to lunch.
(B) .
(C) Dinner .

LIVEWORKSHEETS

5. How about taking the subway ?
(A) About .
(B) That's a good idea.
(C) I .

6. for me, please?
(A) It was .
(B) Yes, I it to the manager.
(C) Sure, this afternoon.

7. to a show with me this weekend?
(A) , I would love to.
(B) No, she didn't .
(C) Yes, .

8. Why don't you bring the documents with you ?
(A) Yes, I think that .
(B) is on television tonight.
(C) I tomorrow morning.

9. Could you after work today?
(A) the day.
(B) . I have to meet a client this evening.
(C) The work before Jackson arrives.

10. Could you finish for me?
(A) came and explained everything.
(B) ?
(C) Sure, I want to figure out .

FUNCTIONAL QUESTIONS (Câu hỏi chức năng)
WITH "WILL/ WOULD/ CAN/ COULD + YOU + ...?"

YÊU CẦU AI LÀM GÌ (Vui lòng, làm ơn)	
(a) *Would you pass* the salt (please)? (b) *Could you* (please) *pass* the salt?	**WOULD YOU/ COULD YOU** *được dùng phổ biến hơn Can you/ Will you để yêu cầu ai làm gì một cách lịch sự. Mức độ lịch sự cao ra sao là tùy thuộc vào giọng điệu của người nói.*
(c) *Will you pass* the salt (please)? (d) *Can you* (please) *pass* the salt?	**WILL YOU/ CAN YOU** được dùng để yêu cầu ai làm gì một cách thân mật, gần gũi.
Lời đáp thường là một câu khẳng định lịch sự. Nếu là lời từ chối thì thường đi kèm với giải thích hoặc lý do. **"I'd like to, but ..."** Ex: I'd like to pass the salt, but I can't reach it.	

Practice Exercise: **First, read each situation carefully. Then rearrange words to ask and answer polite requests.**

Speaker A: Make a polite request for the situation.

Speaker B: Give a typical response.

Example:

SPEAKER A: Would/ Could you please pass me the pepper?

SPEAKER B: Certainly. I'd be glad to. Here you are.

LIVEWORKSHEETS

1. You and I are good friends. We're in my apartment. You want to use the phone.

A: to call /your telephone /my mother. /can I borrow/ Hey,

B: at home./ just be yourself/ Sure,

2. You call your friend. Her name is Linda. I answer the phone. You and I don't know each other.

A: Hi Linda, would you like to go to the cinema tonight?

B: do you want me /Linda's not here, /to tell her something?/ Sorry,

3. I'm your supervisor at work. You knock on my half-open office door. I'm sitting at my desk. You want to come in.

A: have you finished /hi,/ the assignment yet?/ Come in,

B: I still need /but/ to enquire/ you /I'm almost done, some questions./

4. I'm Dr. North's secretary. You want to make an appointment to see Dr. North.

A: in the afternoon. /I'm Dr. North's counterpart, / Hi,/ meethim/ Could I

B: today. /his schedule /let me check /Wait a minute,

5. We're roommates. You want me to tape (a particular program) on the VCR tonight while you're away at a meeting.

A: could you help me/ I'm not there./ Hey,/ the workshop/ when /record

B: I'm always /Sure, /support you./ willing to

6. I'm a stranger next to you at an airport check-in line. You want me to save your place in line and keep an eye on your luggage while you get a drink of water.

A: I'm not here/ and/ my suitcase/ protect/ when./ save my place/ Would you help me/

B: you need to/ Ok,/ but /do it quick.

YÊU CẦU LỊCH SỰ VỚI "WOULD YOU MIND...?"	
ASKING PERMISSION ***Would you mind if I*** + V (simple past)? **Anh chị có phiền không nếu tôi ..../ Cho phép tôi... (Xin phép để người nói tự làm gì)** (a) *Would you mind* ***if I closed*** the window? *= May I close the window? Is it all right if I close the window? Will it cause you any trouble if I close the window?* (b) *Would you mind* ***if I used*** the phone?	**TYPICAL RESPONSES** - No, not at all. - Of course not. - No, that would be fine. - Unh-unh có nghĩa là "no." - No. I'd be happy to. - Not at all. I'd be glad to.

LIVEWORKSHEETS

ASKING SOMEONE TO DO SOMETHING ***Would you mind*** + V-ing? **Phiền anh chị giúp ....? (Nhờ người nghe làm gì cho người nói)** (c) *Would you mind* ***closing*** **the window**? (d) Excuse me. *Would you mind* ***repeating*** **that**?	

(O) PRACTICE 1: Use the verb in parentheses, fill in the blank either with ***if I + the past tense*** or with the ***V-ing form of the verb***. In some of the sentences, either response is possible but the meaning is different.

1. I'm getting tired. I'd like to go home and go to bed. Would you mind *(leave)* *if I left* early?

2. I'm sorry. I didn't understand what you said. Would you mind *(repeat)* *repeating* that?

3. A: Are you going to the post office?
B: Yes.
A: Would you mind *(mail)* this letter for me?
B: Not at all.

4. A: Are you coming with us?
B: I know I promised to go with you, but I'm not feeling very good. Would you mind *(stay)* home?
A: Of course not.

5. A: It's getting hot in here. Would you mind *(open)* the window?
B: No.

6. A: This is probably none of my business, but would you mind *(ask)* you a personal question?
B: It depends.

7. A: Would you mind *(smoke)* ?
B: I'd really rather you didn't.

8. A: Excuse me. Would you mind *(speak)* a little more slowly? I didn't catch what you said.
B: Oh, of course. I'm sorry.

9. A: I don't like this TV program. Would you mind *(change)* the channel?
B: Unh-unh.

10. A: You have an atlas, don't you? Would you mind *(borrow)* it for a minute?
B: Here's the atlas. Look it up for yourself.

(O) PRACTICE 2: Read the situations carefully and rearrange words to make dialogues.
Speaker A: Make a polite request using Would you mind.
Speaker B: Give a typical response.

Example: You have a library book. You want the other person to take it back to the library for you.

SPEAKER A: Are you going to the library?
SPEAKER B: Yes.
SPEAKER A: This book is due. Would you mind taking it back to the library for me?
SPEAKER B: Not at all. I'd be glad to.

1. You've finished dinner. You're about to wash the dinner dishes. You want the other person to dry them.

LIVEWORKSHEETS

A: those wet dishes? dry /Could you help me/ Hey,
B: I'll give you a hand./Yes,/ I'm free now,

2. You're watching TV together. One of you has the remote control and wants to turn up the volume.
A: the volume of /could I increase/ the TV?/ Hey,
B: is too loud. /The sound/ Are you kidding?

3. One of you says that you're going to a particular store. The other one wants something from that store, too, but doesn't have time to go there.
A: Do you want to buy /the market./ something?/now /I'm going to
B: get me some milk? /could you please/ Oh yeah,

4. One of you wants to ask the other a personal question.
A: a subtle question?/Peter,/ could I ask you
B: answer it./ I'm not hesitate to/ Sure,

5. You're in a computer lab at a language school. One of you knows how to run the computers, and the other doesn't.
A: this computer? /turn on /how to/ Could you instruct me
B: my task. /it is/ Of course,

Practice Exercise

Listen and choose the correct answer with each question.

1. Mark your answer (A) (B) (C)
2. Mark your answer (A) (B) (C)
3. Mark your answer (A) (B) (C)
4. Mark your answer (A) (B) (C)
5. Mark your answer (A) (B) (C)
6. Mark your answer (A) (B) (C)
7. Mark your answer (A) (B) (C)

LIVEWORKSHEETS