

「先生へのメッセージ」

In this oral essay assignment, you will leave a message to your (Japanese) professor's answering machine asking if you can make an appointment. The following is a list of elements of your message.

Identify yourself (specific enough so the professor can tell who you are)

Reason why you want to make an appointment

e.g. you have questions about class, grades or exam

you want to ask your professor to write a recommendation letter for your study abroad application

you have questions about your major

you have questions about your job hunt

Explain why you need to make an appointment

e.g. you have a class during the professor's office hour

you wanted to speak to the professor right after the class but you had to leave for another class/part-time job, etc.

State when you would like to meet (give a few options; state why other time may not work for you (and/or your professor))

State how you would like your professor contact you (call back?; have your professor call you back? E-mail?; make sure to leave the contact information)

The maximum length of your message should be limited to 40 seconds.

You can use the web-based recording applet:

http://courses.washington.edu/jlang212/Japan212_W10/nanogongapplet.htm

or download Audacity

<http://audacity.sourceforge.net/>

Please make sure that you save your file as either .mp3 or .wav file (when you use Audacity, you will need an additional software(<http://lame.buanzo.com.ar/>) to export your file as .mp3).

Please submit your audio file at your Collect It dropbox at:

http://www.washington.edu/lst/web_tools/

