UNIT 1	GRAMMAR	
LESSON	I. Referring to Indefinite Places, Things, or People ⇒ どこか、なにか、だれか	4
ASKING FOR ADVICE ABOUT A GIFT 2	II. Stating and Asking Preference and Soliciting Suggestions  ⇒ 何が いいですか/いいでしょうか	5
	III. Making Comparisons (1): Expressing the Comparative Degree  ⇒ ~の ほうが ~より ~です	6
	IV. Making Comparisons (2): Expressing the Superlative Degree  ⇔ ~で ~が いちばん ~です	8
	V. "Doing Something to See How It Goes"  □ ~てみます	9
LESSON 2	I. Getting Information or Advice: "I'd Like to But ?" ⇒ ~たいんですが	20
CHOOSING A YUKATA 18	II. Making Comparisions (3): Singling Out an Item for Comparison  ⇔ ~は ~より ~です  ⇔ ~は いちばん ~です	21
	III. Stating Decisions  ⇔~に します	23
LESSON 3	I. Connecting Related Sentences  ⇔ ~で、~/~くて、~	34
SEARCHING FOR A LOST ITEM 32	II. Describing Ongoing Actions or States in Effect $\Rightarrow \sim \tau \cap \sharp \tau$	36
	III. "Going Somewhere to Do Something"  ⇒ ~に 行きます	38
<b>QUIZ 1</b> (Lessons 1–3) 46		
UNIT 2	GRAMMAR	

UNIT 2	GRAMMAR	
LESSON 4 CLOCKING IN EARLY 50	I. Plain Forms of Verbs (1): Present-affirmative and Present-negative Tenses  ☆ 行く/行かない  II. Asking for and Offering Explanations (1)	53 55
	⇒ Verb (Plain Form) + んです	
	III. Expressing Frequency	58

COMMUNICATIVE SKILLS	READING & WRITING	
<ul> <li>Consulting Someone about What to Buy as a Souvenir</li> <li>Asking Somone Their Preference for Food, Drink, etc.</li> <li>Stating or Asking for an Opinion about Two or More Items in Comparison with One Another</li> </ul>	Reading Task: おにぎり プロジェクト (The Rice Ball Project)  Kanji Practice 来 週 行 今 年 何 人 気 ー ニ	13 14
	三四五六七八九十百千	
<ul> <li>Stating the Size or Characteristics of an Item You Wish to Buy</li> <li>Asking a Clerk to Gift-wrap an Item</li> <li>Indicating Your Preferred Method of Payment</li> <li>Talking about Your Family, Their Interests, and</li> </ul>	Reading Task: ミルズさんの あたらしい パソコン (Mr. Mills's New Computer) Kanji Practice	29
the Kinds of Gifts that Make Them Happy	大小私高安用店員父母	30
<ul> <li>Describing a Lost Item</li> <li>Describing the Characteristics of a Person, Place, or Thing</li> </ul>	Reading Task: かいぎしつの わすれもの (Items Left Behind in a Conference Room) Kanji Practice	43 ) 44
	分前後午白中入火水金	44
COMMUNICATIVE SKILLS	DEADING & WIDITING	

## \*\*COMMUNICATIVE SKILLS\*\*\* \*\*Talking about Routines and Habits\*\* \*\*Talking about Interests and Things You Want to Learn\*\* \*\*Explaining Why You Are Doing Something out of the Ordinary\*\* \*\*READING & WRITING\*\* \*\*Kanji Practice\*\* \*\*## 朝 時 間 半 日 月 土 回 部



INVITING A COLLEAGUE TO A HOT SPRING 69



**CLOCKING OUT EARLY** 82

QUIZ 2 (Lessons 4-6) 96

I. Plain Forms of Verbs (2): Past-affirmative and Past-negative Tenses	71
⇒ 行った/行かなかった	
II. Talking about Past Experiences	72
⇒ ~た ことが あります	
I. Using the Adverbial Forms of Adjectives to Modify Verbs $\Rightarrow \sim \langle / \sim   \Box$	84
II. "Going Somewhere to Do Something and Coming Back" $\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \$	85
III. Making Strong Suggestions  ⇒ ~た/~ない ほうが いいです	86
IV. "Not Yet" ⇒まだ ~していません	87
V. Asking for and Offering Explanations (2)	88
⇒ Noun/Adjective + んです	

UNIT 3	
LESSON 7	
GREETING A NEW EMPLOYEE 100	
8 RUNNING INTO AN OLD	
ACQUAINTANCE 115	
LESSON 9	
JOINING A CIVIC ORCHESTRA 132	

QUIZ 3 (Lessons 7-9) 146

## GRAMMAR I. Expressing a Sequence of Events (1): "Before" 103 ⇒~前に II. Expressing a Sequence of Events (2): "After" 104 ⇨~てから III. "When" (1) 106 ☆ 学生の とき/さむい とき がくせい 117 I. Describing a Change in State (1) ☆~く/~に なります II. "When" (2) 119 ⇒行く とき/行った とき III. Plain Forms of Adjectives and of Nouns +です 121 ⇨ おいしい/便利だ/あめだ IV. Using Direct and Indirect Quotation 122 ⇨~と 言っていました I. Forming Modifying Clauses 134 ⇒パーティーに 来た II. Nominalizing Sentences 136 ⇒ 仕事が 終わるのは ~

<ul> <li>Talking about Traveling in Japan and Japanese Cultural Experiences</li> <li>Reporting the Time and Pressing Someone to Do Something</li> <li>Gathering Information about What You Want to Do or Where You Want to Go</li> <li>Inviting a Colleague to Go Somewhere with You</li> </ul>	ling T i Prac 本	きき,課		ツア- 仕	- (A I	30-	n Tou 見	e 食	79 80
<ul> <li>Complaining about Your Health</li> <li>Showing Concern for the Health of Others</li> <li>Stating or Confirming the Progress of Preperations</li> </ul>	ding 1 i Prad 買	ごそが休	うだ <i>が</i> 会	ん (Co 議	ensult 書	ation) 読	国	先	93 94
		¥							

COMMUNICATIVE SKILLS	READING & WRITING	
<ul><li> Talking about Someone's Personal History</li><li> Giving a Detailed Self-introduction</li></ul>	Reading Task: 佐々木さんの けいれき 11 (Ms. Sasaki's Personal History)	2
	Kanji Practice   11     学生校支社終語子男女	3
<ul> <li>Talking about Changes that Have Come Over a Town</li> </ul>	Reading Task 1: ホームステイの おもいで 12 (Reminiscences of a Homestay)	27
Talking about an Old Aquaintance and How They Have Changed	Reading Task 2: 原宿物語 (The Story of Harajuku) 12 Kanji Practice 東京西南北便利言夕空	
<ul> <li>Describing a Building's Facilities</li> <li>Describing Your Personal Effects</li> <li>Describing Someone's Personality</li> </ul>	(Ms. Martin's Blog)	41 42
	Kanji Practice 14 去友作長方度山川花田	44

UNIT 4	GRAMMAR	
LESSON 10	I. Giving a Reason (1)  □ ~ので	152
ASKING FOR TIME OFF 150	II. Expressing Potentiality  ⇒ 行けます	154
LESSON 11	I. Expressing Volition: "I Am Thinking about"  □ ~う/ようと 思っています	166
SELECTING A VACATION PLAN 164	II. Giving a Reason (2)  ⇒ ~ て / ~ で	168
	III. Forming Indirect Questions $\Rightarrow \sim h / \sim h  \text{$\not = \hat{j}$ $h$}$	170
12	<ul><li>I. Expressing Uncertainty</li><li>⇒ ~かもしれません</li></ul>	182
RESERVING A ROOM AT AN INN 180	II. Talking about Future Events Coming into Being $\Rightarrow \sim t$ : $\beta$	184
QUIZ 4 (Lessons 10–12) 196		

UNIT 5	GRAMMAR	
TALKING ABOUT PRODUCTIVITY 200	I. Describing a Change in State (2)  ⇔ ~ てきました II. Making Hypothetical Statements  ⇔ ~ たら	202
14 COMPUTER TROUBLE 217	<ul> <li>I. Stating the Result of an Action or Event</li> <li>⇒ ~たら ~ました</li> <li>II. Indicating That an Action or Event Has Been Fully Completed</li> <li>⇒ ~てしまいました</li> </ul>	219
	III. Making Conditional Statements $\Rightarrow\sim$ ( $\sharp$	222
LESSON 15	I. Speaking of Natural or Habitual Results $ ightharpoonup \sim arnothing$	236
GIVING DIRECTIONS 234	II. Expressing Necessity  ⇒ ~なければ なりません	238
QUIZ 5 (Lessons 13–15) 250		

COMMUNICATIVE SKILLS	READING & WRITING	
<ul> <li>Talking about Schedules</li> <li>Talking about the Services Available at a Department Store</li> </ul>	Reading Task: かんそう (Impressions)	60 61 62
<ul> <li>Stating What You Are Thinking about Doing in the Near Future</li> <li>Expressing Your Feelings and Giving Reasons for Them</li> <li>Talking about Possible Scenarios That Could Occur in the Near Future</li> </ul>	Kanji Practice 1 旅多少屋約聞新古発着	78
<ul> <li>Calling for Teamwork When Hosting a Barbecue</li> <li>Confirming the Details of a Trip</li> <li>Telling Someone over the Phone That You Do Not Have Time to Talk and Will Call Them Back</li> </ul>	(Words from a Worrywart)  Reading Task 2: 富士山 (Mt. Fuji) 1	191 192 194
Later	館名泊円意電話番号駅	
COMMUNICATIVE SKILLS	READING & WRITING	
Talking about Changes in Sales/Productivity     Talking about Your Dreams for the Future     Talking about What to Do in the Event of a Disaster	Reading Task: 3おく円 あたったら 2 (If I Won 300 Million Yen)	214 215
<ul> <li>Talking about Changes in Sales/Productivity</li> <li>Talking about Your Dreams for the Future</li> <li>Talking about What to Do in the Event of a Disaster</li> <li>Talking about Problems and Explaining Solutions</li> </ul>	Reading Task: 3おく円 あたったら (If I Won 300 Million Yen)  Kanji Practice	
<ul> <li>Talking about Changes in Sales/Productivity</li> <li>Talking about Your Dreams for the Future</li> <li>Talking about What to Do in the Event of a Disaster</li> <li>Talking about Problems and Explaining</li> </ul>	Reading Task: 3おく円 あたったら (If I Won 300 Million Yen)  Kanji Practice 売上下倍万特別ロ雨車  Reading Task: ミルズさんの にっき (Mr. Mills's Diary)	215
<ul> <li>Talking about Changes in Sales/Productivity</li> <li>Talking about Your Dreams for the Future</li> <li>Talking about What to Do in the Event of a Disaster</li> <li>Talking about Problems and Explaining Solutions</li> <li>Asking for Suggestions about How to Solve</li> </ul>	Reading Task: 3おく円 あたったら (If I Won 300 Million Yen)  Kanji Practice 売上下倍万特別口雨車  Reading Task: ミルズさんのにっき (Mr. Mills's Diary)  Kanji Practice 動自待打合急内外雪天	215 231
<ul> <li>Talking about Changes in Sales/Productivity</li> <li>Talking about Your Dreams for the Future</li> <li>Talking about What to Do in the Event of a Disaster</li> <li>Talking about Problems and Explaining Solutions</li> <li>Asking for Suggestions about How to Solve Problems</li> </ul>	Reading Task: 3おく円 あたったら (If I Won 300 Million Yen)  Kanji Practice 売上下倍万特別口雨車  Reading Task: ミルズさんのにっき (Mr. Mills's Diary)  Kanji Practice 動自待打合急内外雪天  Reading Task 1: けいたいメール (Text Messaging)  Reading Task 2: 私の すんでいる まちの	215 231 232 245 247
<ul> <li>Talking about Changes in Sales/Productivity</li> <li>Talking about Your Dreams for the Future</li> <li>Talking about What to Do in the Event of a Disaster</li> <li>Talking about Problems and Explaining Solutions</li> <li>Asking for Suggestions about How to Solve Problems</li> <li>Giving Directions</li> <li>Using Intransitive and Transitive Verbs</li> </ul>	Reading Task: 3おく円 あたったら (If I Won 300 Million Yen)  Kanji Practice 売上下倍万特別口雨車  Reading Task: ミルズさんのにっき (Mr. Mills's Diary)  Kanji Practice 動自待打合急内外雪天  Reading Task 1: けいたいメール (Text Messaging)  Reading Task 2: 私の すんでいる まちの	215 231 232 245 247