

# Beginning Japanese for Professionals: Book 1

## Lesson 1 – New to the Office

Author: Emiko Konomi, Portland State University



This chapter is licensed with a Creative Commons [Attribution-NonCommercial 4.0 International License](https://creativecommons.org/licenses/by-nc/4.0/) Download this book for free at: <http://archives.pdx.edu/ds/psu/16422>

## Lesson 1 - New to the Office

Dialogue 1 

Along with the accompanying audio, practice each line aloud and keep adding one line at a time until you memorize the entire dialogue.

Mr. Smith and Ms. Honda, new employees, are talking about a project report.

- Smith : *Wakarimasu ka.* Do you understand it?  
           わかりますか。
- Honda : *Iie, amari wakarimasen nee.* No, I don't understand very well.  
           いいえ、あまりわかりませんねえ。
- Smith : *Wakarimasen ka.* You don't?  
           わかりませんか。
- Honda : *Ee.* Right.  
           ええ。

Vocabulary 

Additional related words, which do not appear in the dialogue, are marked with +. They are included in the drills and exercises.

|                      |        |      |                                 |
|----------------------|--------|------|---------------------------------|
| <i>wakarimasu</i>    | わかります  |      | understand                      |
| <i>ka</i>            | か      |      | question particle               |
| <i>amari</i>         | あまり    |      | (not) very much                 |
| <i>wakarimasen</i>   | わかりません |      | don't understand                |
| <i>nee</i>           | ねえ     |      | particle indicating empathy     |
| <i>ee</i>            | ええ     |      | yes, that's right               |
| + <i>zenzen</i>      | ぜんぜん   | 全然   | not at all (with negative verb) |
| + <i>yoku</i>        | よく     |      | well, a lot, often              |
| + <i>tokidoki</i>    | ときどき   | 時々   | sometimes                       |
| + <i>shimasu</i>     | します    |      | do, play                        |
| + <i>tabemasu</i>    | たべます   | 食べます | eat                             |
| + <i>nomimasu</i>    | のみます   | 飲みます | drink                           |
| + <i>tsukurimasu</i> | つくります  | 作ります | make                            |
| + <i>norimasu</i>    | のります   | 乗ります | ride, get on                    |

## Grammar Notes

## 1-1-1 Verbs, Non-Past, Formal, Affirmative and Negative

Verbs occur at the end of a sentence in Japanese. A lone verb can comprise a complete sentence. Unlike English, where a subject is required, the subject and object

are usually not mentioned in Japanese if they are understood from the context. So, in the dialogue above, Mr. Smith simply says *Wakarimasu ka* in order to find out if a coworker understands the report. He does not mention ‘you’ or ‘the report’, which are obvious from the context.

A Japanese verb ends in *-masu* (Affirmative, Non-Past, Formal) and *-masen* (Negative, Non-Past, Formal) as well as other forms, which will be introduced later. Non-past refers to an act that is performed regularly or will be performed in the future. It does NOT refer to an act that is currently being performed.

Formal refers to speaking courteously. This form is used typically when speaking to superiors, people you meet for the first time, or strangers. It is a safer form to use when learners first start speaking Japanese.

### 1-1-2 *Hai* and *Iie*: Affirming and Negating

*Hai* means ‘what you said is right’ regardless of whether the sentence is affirmative or negative. *Ee* is a less formal than *hai*.

*Wakarimasu ka.* Do you get [it]?  
*-Hai, wakarimasu.* Yes, I do.

*Wakarimasen ka.* You don’t get [it]?  
*-Ee, sumimasen.* That’s right. I’m sorry.

*Iie* means ‘what you said is incorrect’ regardless of whether the sentence is affirmative or negative. *Iya* is less formal than *iie*.

*Wakarimasu ka.* Do you get [it]?  
*-Iie, wakarimasen.* No, I don’t.

*Wakarimasen ne.* You don’t get [it], right?  
*-Iya, wakarimasu yo.* No, (that’s wrong) I do get it.

### 1-1-3 Sentence Particles *Ka* and *Ne(e)*

Sentence particles such as *ka* and *ne(e)* attach to a sentence. *Ka* is a question marker.

*Tabemasu.* I eat it.  
*Tabemasu ka.* Do you eat it?

*Ne(e)* with falling intonation indicates that you assume the addressee shares your feelings. It helps create the culturally important impression that you and the addressee share the same feeling or opinion. When used with a question intonation, you are checking if your assumption is in fact correct.

|                           |                             |
|---------------------------|-----------------------------|
| <i>Yoku nomimasu nee.</i> | You drink a lot, don't you! |
| <i>Wakarimasen nee.</i>   | We don't know, do we.       |
| <i>Tabemasen ne?</i>      | You don't eat it, right?    |

### 1-1-4 Adverbs

Adverbs appear before the verb in a Japanese sentence and indicate how much, how often, or in what manner something happens. *Amari* and *zenzen* combine with a negative and indicate the degree to which something happens. (*Zenzen* combined with an affirmative indicates an unexpected degree in colloquial Japanese)

|                             |                           |
|-----------------------------|---------------------------|
| <i>Amari tabemasen.</i>     | I don't eat it very much. |
| <i>Zenzen hanashimasen.</i> | I do not speak it at all. |

*Yoku* means 'well, a lot, or frequently' depending on the context.

|                         |                       |
|-------------------------|-----------------------|
| <i>Yoku wakarimasu.</i> | I understand well.    |
| <i>Yoku kaimasu.</i>    | I buy it a lot/often. |

### Drills and Exercises

- A. Listen to the audio. Following the first two model exchanges, respond to each cue. 

|                                     |                      |
|-------------------------------------|----------------------|
| Cue: <i>Shimasu ka.</i>             | Do you play?         |
| Response: <i>Ee, yoku shimasu.</i>  | Yes, we play a lot.  |
| Cue: <i>Tabemasu ka.</i>            | Do you eat this?     |
| Response: <i>Ee, yoku tabemasu.</i> | Yes, I eat it a lot. |

- B. Cue: *Shimasu ka.* Do you do it?   
 Response: *Iie, amari shimasen nee.* No, we don't do it much.  
 Cue: *Tabemasu ka.* Do you eat it?  
 Response: *Iie, amari tabemasen nee.* No, I don't eat it much.

- C. Cue: *Shimasen ka.* Don't you play?   
 Response: *Ee, zenzen shimasen nee.* Right, I don't at all.  
 Cue: *Tabemasen ka.* Don't you eat it?  
 Response: *Ee, zenzen tabemasen nee.* Right, we don't eat it at all.

- D. Say it in Japanese.

You are talking about a Japanese dish. You've been asked if you eat it.

1. No, I don't eat it at all.
2. No, I don't eat it very often.

3. Yes, I eat it often.
4. Yes, I make it sometimes.
5. Yes, I make it often.

E. Act in Japanese.

1. Ms. Honda is watching a Chinese video. Find out if she understands it.
2. Ms. Honda is talking about a video game. Ask if she plays it often.
3. Ms. Honda has asked you if you eat sushi a lot. Tell her not very often.
4. You heard Ms. Honda say that she does not drink at all. Check if you heard her correctly.

Dialogue 2 

Ms. Honda and Mr. Smith are in a store.

|  |   |
|--|---|
| <p>Honda: <i>Are, kaimasu ka.</i><br/>あれ、<sup>か</sup>買いますか。</p>          | <p>Will you buy that?</p>                         |
| <p>Smith: <i>Ee, kaimasu kedo...</i><br/>ええ、<sup>か</sup>買いますけど....</p>   | <p>Yes, I will, but...</p>                        |
| <p>Honda: <i>Kore wa?</i><br/>これは？</p>                                   | <p>How about this?</p>                            |
| <p>Smith: <i>Aa, sore mo chotto irimasu ne.</i><br/>ああ、それもちよっといりますね。</p> | <p>Oh, we need a few of those, too, don't we?</p> |

Vocabulary 

|                     |       |      |                                     |
|---------------------|-------|------|-------------------------------------|
| <i>are</i>          | あれ    |      | that ( GN 1-2-1)                    |
| <i>kaimasu</i>      | かいます  | 買います | buy                                 |
| <i>kedo</i>         | けど    |      | but (GN 1-2-2)                      |
| <i>kore</i>         | これ    |      | this (GN 1-2-1)                     |
| <i>wa</i>           | は     |      | Particle of contrast (GN 1-2-3)     |
| <i>sore</i>         | それ    |      | that near you (GN 1-2-1)            |
| <i>mo</i>           | も     |      | Particle of Addition (GN 1-2-4)     |
| <i>chotto</i>       | ちょっと  |      | little bit, a few                   |
| <i>irimasu</i>      | いります  |      | need                                |
| + <i>ga</i>         | が     |      | but (more formal than <i>kedo</i> ) |
| + <i>takusan</i>    | たくさん  |      | a lot                               |
| + <i>mimasu</i>     | みます   | 見ます  | look, watch                         |
| + <i>tsukaimasu</i> | つかいます | 使います | use                                 |
| + <i>kikimasu</i>   | ききます  | 聞きます | listen, ask                         |
| + <i>yomimasu</i>   | よみます  | 読みます | read                                |

|                     |       |      |             |
|---------------------|-------|------|-------------|
| + <i>kakimasu</i>   | かきます  | 書きます | write, draw |
| + <i>hanasimasu</i> | はなします | 話します | talk, speak |

## Grammar Notes

### 1-2-1 Noun + Verb

As seen in Dialogue 1 above, subject, object and other elements are usually not explicitly mentioned in Japanese when they are clear from the context. But when not clear, you can place them before the verb.

*Are, tabemasu ka.* Do you eat that?  
*Kore, zenzen wakarimasen .* I don't understand this at all.

Nouns can relate to sentence verbs in a variety of ways.

Subject *Honda-san nomimasu ka.* Does Ms. Honda drink?  
 Object *Kore tsukaimasu ne.* We're going to use this, right?'

More categories will be introduced later.

More than one of these can appear in a sentence. The common word order is:

Time--Subject--Object--Adverb--Verb

*Watashi kore yoku wakarimasu.* I understand this well.

However, while the verb needs to appear at the end, noun order is relatively flexible. When sentence elements are not in the common order above, the element moved forward has more focus.

*Kore, watashi yoku wakarimasu.* This, I understand well.

### 1-2-2 *Ko-so-a-do* series

When referring to things in English, a two-way distinction between *this* (close to the speaker) and *that* (away from the speaker) is made. In Japanese, a three-way distinction is made:

*kore* this thing (close to me) or this thing I just mentioned  
*sore* that thing (close to you) or that thing which was just mentioned  
*are* that thing (away from both of us) or that thing we both know about  
*dore* which one

This is the first set of expressions based on the *ko-so-a-do* distinction. There are more sets that are based on the same distinction. We refer to that group as the Ko-so-a-do series, which includes expressions such as ‘X kind’, ‘X way’, ‘X place’, etc. These will be introduced later.

### 1-2-3 Clause Particle *Kedo*

*Kedo* ‘but’ connects two sentences to make one. The two sentences typically contain contrasting ideas but sometimes the first sentence simply serves as an introduction and prepares the listener for the second sentence.

*Kore wa kaimasu kedo, are wa kaimasen.* I’ll buy this, but I won’t buy that.  
*Sumimasen kedo, wakarimasen.* I’m sorry but I don’t understand.  
*Honda desu kedo, shiturei-shimasu.* I’m Honda. Excuse me. (entering a room)

The second sentence is often left unexpressed because it is clear from the context or because the speaker hesitates to mention it for some reason. In the dialogue above, Mr. Smith probably wanted to sound less abrupt and is inviting comments from the other speakers.

*Kaimasu kedo...* I’ll buy it but ... (Is it okay with you?/ Why did you ask?)

*Ga* is more formal than *kedo* and is more common in writing and formal speeches. There are also several variations of *kedo* such as *keredo*, *kedomo*, and *keredomo*, which are more formal than *kedo*.

### 1-2-4 Particle *Wa* indicating Contrast

Particle *wa* follows nouns and indicates a contrast between that noun under discussion and other possibilities. The noun can be subject, object, or some other category.

*Watashi wa mimasu kedo...* I watch it, but...(someone else may not)  
*Kore wa wakarimasu.* I understand this (but not the other one)  
*Ashita wa kaimasu.* Tomorrow, I will buy it (but not today)

When particle *wa* attaches to a noun with a question intonation, it means ‘how about X?’ as in the dialogue above. In answering this type of question, make sure you do not reply “yes” or “no”, since it’s not a yes-no question.

### 1-2-5 Particle *Mo* indicating Addition

The particle *mo* performs the opposite function of that performed by the particle *wa*. The particle *mo* means ‘too’ or ‘also’ with an affirmative verb and ‘(n)either’ with a negative verb. It can attach to a subject, object or time, among others.

|                             |   |
|-----------------------------|---|
| <i>Honda-san mo mimasu.</i> | Ms. Honda watches it, too (as well as someone else)             |
| <i>Kore mo wakarimasen.</i> | I don’t understand this, either (in addition to something else) |
| <i>Ashita mo kaimasu.</i>   | Tomorrow, I will buy it, too (as well as some other time)       |

### Drills and Exercises

A. Cue: *Kore, mimasu ka.* Do you watch this? 

Response: *Hai, sore wa mimasu kedo, are wa mimasen.*

Yes, I watch it, but I don’t watch that one.

Cue: *Kore, shimasu ka.*

Do you do it?

Response: *Hai, sore wa shimasu kedo, are wa shimasen.*

Yes, I do it, but I don’t do that one.

B. Cue: *Mimasu yo.* I watch them. 

Response: *Kore mo mimasu ka.*

Do you watch this, too?

Cue: *Shimasu yo.*

I do it.

Response: *Kore mo shimasu ka.*

Do you do this, too?

C. Say it in Japanese.

You are talking about smartphone apps. You’ve been asked if you use them.

1. Yes, I use them sometimes.
2. Yes, I use them a lot, but I don’t buy them.
3. No, I do not use these (while I do use others).
4. Yes, I will use this one, but not that one.
5. Yes, I often use that one you mentioned, but I don’t use this one at all.
6. No, I don’t use them. I don’t need them at all.
7. I hear a lot about them but I don’t understand.

D. Act in Japanese.

1. A coworker shows you a smartphone music application. Ask if she listens a lot.
2. You’ve been asked if you read Japanese newspapers online. Tell Ms. Honda that you read them a lot.
3. You’ve been asked if you know the meaning of a particular Japanese word. Tell Ms. Honda that you hear it every now and then, but you don’t understand.
4. You are looking at a menu at a restaurant. Ask Ms. Honda if she would take a look at this one (a wine list) as well.

5. You've been asked if you buy Japanese comics. Tell Ms. Honda that you read them a lot but you don't buy them.

Dialogue 3 

A group of co-workers are going out tonight.

- Honda : *Ikimasen ka.* Do you want to go? (lit. 'Won't you go?')  
い  
 行きませんか。
- Smith : *Kyou wa chotto...* Today is a little...  
きょう  
 今日はちよっと、、、
- Honda : *Aa, sou desu ka. Ja, mata.* Oh, I see. Well then, next time.  
 ああ、そうですか。じゃあ、また。  
*Yamada-san wa?* How about you, Mr. Yamada?  
やまだ  
 山田さんは？
- Yamada: *Watashi wa ikimasu yo.* I'm going.  
わたし い  
 私は行きますよ。

Vocabulary 

|                     |        |        |                              |
|---------------------|--------|--------|------------------------------|
| <i>ikimasu</i>      | いきます   | 行きます   | go                           |
| <i>ikimasen ka</i>  | いきませんか | 行きませんか | won't you go?                |
| <i>kyou</i>         | きょう    | 今日     | today                        |
| <i>chotto</i>       | ちよっと   |        | a little                     |
| <i>sou</i>          | そう     |        | so                           |
| <i>sou desu ka</i>  | そうですか  |        | Is that so                   |
| <i>Yamada</i>       | やまだ    | 山田     | Yamada                       |
| <i>watashi</i>      | わたし    | 私      | I                            |
| <i>yo</i>           | よ      |        | Sentence Particle (GN 1-2-4) |
| + <i>boku</i>       | ぼく     | 僕      | I (male speaker)             |
| + <i>ashita</i>     | あした    |        | tomorrow                     |
| + <i>asatte</i>     | あさって   |        | the day after tomorrow       |
| + <i>mainichi</i>   | まいにち   | 毎日     | everyday                     |
| + <i>kimasu</i>     | きます    | 来ます    | come                         |
| + <i>kaerimasu</i>  | かえります  | 帰ります   | return, go home, come home   |
| + <i>dekakemasu</i> | でかけます  |        | go out                       |
| + <i>yasumimasu</i> | やすみます  | 休みます   | rest, take time off          |

Grammar Notes

1-3-1 Negative Questions as Suggestions

Negative questions are sometimes used to suggest or invite to do certain actions.

*Tabemasen ka*            Won't you have some? or Why don't we eat?  
*Ikimasen ka.*            Won't you go? or Shall we go?

When accepting the invitation, it's polite to say *Doumo* or *Arigatou gozaimasu*.  
 When turning down the invitation, avoid saying no directly. It's best to instead leave things ambiguous by saying *chotto* and sound hesitant by speaking slowly and elongating vowels.

*Kore tabemasen ka.*    Would you like to have some?  
 Accepting:    *Arigatou gozaimasu. Ja, chotto itadakimasu.*  
                   Thank you. I'll have a little, then.  
 Turning down: *Iyaa, chottooo...* Well...just .....

### 1-3-2 *Chotto*: Impact Softener

*Chotto* literally means 'a little'. However, it is often used as an impact softener during a conversation when less-than favorable information is presented. For example, as explained in GN 1-3-1, it's polite to just say *chotto* when rejecting an invitation or request, rather than saying no. The efforts to avoid an unpleasant or awkward situation is evidenced in the frequent use of *chotto* in Japanese communication. Here are some examples.

- To get attention from others
- To be humble:
  - When accepting something offered:
    - Ja, chotto itadakimasu.* Then, I'll take just a little.
  - When asked if you know something well:
    - Chotto wakarimasu kedo...* I understand a little, but...
- To soften impact:
  - When making a request
    - Suimasen. Chotto onegai-shimasu.* Excuse me. Can I just ask a favor?
  - When you do not know the answer to a question:
    - Chotto wakarimasen nee.* I just do not know.
  - When you suggest taking a break, regardless of the actual length of the break:
    - Chotto, yasumimasen ka?* Shall we take a short break?

### 1-3-3 *Aizuchi*: How to be a Good Listener

When you participate in a Japanese conversation you are expected to give frequent feedback and show that you are engaged. Feedback includes nodding, making facial expressions, and using short expressions such as *hai*, *soo desu ka*, *aa* and others. All these are called *Aizuchi*.

You probably hear Japanese speakers use the sentence particle *nee* frequently and see them nodding equally frequently. Nodding means ‘I’m listening’, but not necessarily means ‘I agree.’ So, don’t just stare and listen with a poker face. Nod, smile, and say, *Aa, soo desu ka.*

### 1-3-4 Personal References

*Watashi* ‘I’ is the most common reference to oneself in Japanese, which is probably the safest form to use for beginning learners. *Boku* is only used by male speakers, and less formal than *watashi*. Other forms will be introduced later, which have different shades of formality and other elements, and thus require more care in using them.

Unlike English, where the pronoun *you* is used for the addressee in most cases, there are many ways to address and refer to others in Japanese. To decide how to call a person in Japanese, you need to consider your relationship with the person and the circumstances. Last name + *san* is most common, but *sensei* ‘teacher’ and other titles are required to address and refer to people in such positions. Using *-san* instead of the titles can be rude. First name with or without *-san* is more informal and used among friends or to those in the subordinate positions. Be extra careful with the word *anata* ‘you’. Unlike its English equivalent, *anata* has very limited use, usually for anonymous addressees, and is inappropriate if you know the person’s name or title.

When deciding how to call a person, be conservative. Start with last name + *san* or a title such as *sensei*. Switch to more casual alternatives when requested. Be careful about timing. A switch is usually initiated by the superior.

Another caution is to not overuse *watashi* or any personal reference for that matter. Recall that the subject is not mentioned in Japanese when clearly understood from the context. Overuse of personal reference is one of the most common errors made by foreigners whose native language requires them in a sentence.

### 1-3-5 Sentence Particle *Yo* Indicating New Information

Unlike the particle *ne(e)*, which indicates the shared information, the particle *yo* indicates that the speaker thinks this is new information to the listener. So, it is often used to correct or assure someone. In the dialogue above, Mr. Yamada tries to assure Ms. Honda that he is going by using this particle at the end.

Needless to say, when correcting someone, you need to first make sure that you are in a position to do so, and then do it appropriately.

### Drills and Exercises

A. Cue: *Ikimasu ka.*

Are you going?



Response: *Hai, ikimasu. Honda-san mo ikimasen ka.*

Yes, I am. Won't you go, too, Ms. Honda?

Cue: *Shimasu ka.*

Do you do it?

Response: *Hai, shimasu. Honda-san mo shimasen-ka.*

Yes, I do. Won't you do it, too, Ms. Honda?

B. Cue: *Ikimasu yo.*

I'm going.



Response: *Aa, sou desu ka. Jaa watashi mo ikimasu.* Oh, yea? Well then I'll go, too.

Cue: *Shimasu yo.* I'll do it.

Response: *Aa, sou desu ka. Jaa, watashi mo shimasu.* Oh, yea? Well, then I'll do it, too.

C. Say it in Japanese.

You are talking about events for new employees. You've been asked if you are going.

1. Yes, I am. How about you (Ms. Honda)?
2. Today, I'm not going, but tomorrow, I will.
3. No, I'm going home. Won't you (Ms. Honda) go home, too?
4. Today is a bit... I'm sorry.

Invite Ms. Honda to:

5. go out today
6. write this (a form to fill out)
7. read that (a book over there)
8. drink this (coffee)
9. talk the day after tomorrow
10. come (to your house)

D. Act in Japanese.

1. You brought cookies for everyone in your office. Offer them.
2. Everyone is enjoying cookies, but Ms. Honda is holding back to be polite. Invite her to eat as well.
3. You've been asked if you go out often. Down play how much you actually go out.
4. Your group has been working hard. Suggest that you take a short break.
5. You've been offered a food you do not care for. Politely indicate that you do not want it.
6. Mr. Yamada has asked you if you read an online newspaper. Tell him that you do everyday, and find out if he does.

Dialogue 4 

Mr. Smith and Ms. Honda are preparing PPT for an upcoming presentation.

|  |                             |
|--|-----------------------------|
| Honda : <i>Are, dekimasita ka.</i><br>あれ、できましたか。                                       | Is that done?               |
| Smith : <i>Ee, kinou tsukurimasita.</i><br>ええ、 <sup>きのう</sup> 昨日、 <sup>つく</sup> 作りました。 | Yes, I made it yesterday.   |
| Honda : <i>Chotto renshuu-shimasen ka?</i><br>ちょっと <sup>れんしゅう</sup> 練習しませんか。           | Shall we practice a little? |
| Smith : <i>Hai, wakarimashita.</i><br>はい、わかりました。                                       | Sure, okay.                 |

### Vocabulary ↪

|                          |          |        |                           |
|--------------------------|----------|--------|---------------------------|
| <i>dekimasu</i>          | できます     |        | can do, come into being   |
| <i>dekimashita</i>       | できました    |        | could do, came into being |
| <i>kinou</i>             | きのう      |        | yesterday                 |
| <i>renshuu</i>           | れんしゅう    | 練習     | practice (noun)           |
| <i>rensbhUU-shimasu</i>  | れんしゅうします | 練習します  | practice (verb)           |
| <i>wakarimashita</i>     | わかりました   |        | got it                    |
| + <i>benkyou</i>         | べんきょう    | 勉強     | study (noun)              |
| + <i>benkyou-shimasu</i> | べんきょうします | 勉強します  | study (verb)              |
| + <i>meeru</i>           | めいる      | メール    | email, text (noun)        |
| + <i>meeru-shimasu</i>   | めいるします   | メールします | email, text (verb)        |
| + <i>kopii</i>           | こぴい      | コピー    | copy (noun)               |
| + <i>kopii-shimasu</i>   | こぴいします   | コピーします | copy (verb)               |
| + <i>denwa</i>           | でんわ      | 電話     | phone, phone call         |
| + <i>denwa-shimasu</i>   | でんわします   | 電話します  | make a phone call         |
| + <i>unten</i>           | うんてん     | 運転     | drive (noun)              |
| + <i>unten-shimasu</i>   | うんてんします  | 運転します  | drive (verb)              |
| + <i>ototoi</i>          | おととい     |        | day before yesterday      |

### Grammar Notes

#### 1-4-1 Verbs in the Past Form

As explained in 1-1-1 above, the verb *-masu* form is Non-Past and indicates both present and future. Past is indicated by changing *-masu* to *-mashita* (Affirmative) and *-masen* to *-masen deshita* (Negative). Here is a chart that shows all forms.

|          | Affirmative     | Negative              |
|----------|-----------------|-----------------------|
| Non-past | <i>-masu</i>    | <i>-masen</i>         |
| Past     | <i>-mashita</i> | <i>-masen deshita</i> |

## 1-4-2 Compound Verbs

/Noun + *shimasu* / combinations are compound verbs. Many nouns that mean actions such as *renshuu* ‘practice’ and *benkyou* ‘study’ appear in this pattern. When verbs in English are borrowed into Japanese, *-shimasu* is attached to them and they become Japanese verbs. Make sure you pronounce them in the Japanese way.

*Meeru-shimasu yo.* I’ll email (or text) you.

*Getto-shimasu.* I’ll get it/I’ll obtain it.

*Appuroodo-shimasu.* I’ll upload it.

### Drills and Exercises

- A. Cue: *Renshuu-shimasu ka.* Will you practice?   
 Response: *Ee, chotto renshuu-shimasen ka.* Yes, why don’t we practice a little?  
 Cue: *Kaimasu ka.* Will you buy it?  
 Response: *Ee, chotto kaimasenka.* Yes, why don’t we buy a little?

- B. Cue: *Yasumimashita ne.* You were absent, right?   
 Response: *Kinou wa yasumimashita kedo, ototoi wa yasumimasen deshita.*  
 I was absent yesterday, but I wasn’t the day before yesterday  
 Cue: *Ikimashita ne.* You went, right?  
 Response: *Kinou wa ikimashita kedo, ototoi wa ikimasen deshita.*  
 I went yesterday, but I didn’t the day before yesterday.

- C. Say it in Japanese.

You’ve been asked about your plan for this weekend.

1. I’ll study.
2. Why don’t we talk tomorrow?
3. I emailed you yesterday. Didn’t you read it?
4. I don’t know, but why don’t we go out?
5. I’ll just take a break, but how about you, Mr. Yamada?

- D. Act in Japanese.

1. You’ve just finished writing a report. Announce that it’s done.
2. You have just given an intern some instructions. Check if he understood.
3. As you part, let Ms. Honda know that you’ll email her.
4. A classmate is late in showing up. Suggest that somebody call her.
5. While driving, you see Ms. Honda walking. Offer her a ride.
6. Ms. Honda is looking for something. Ask if she didn’t buy it yesterday.

|        |
|--------|
| Review |
|--------|

### Grammar Review

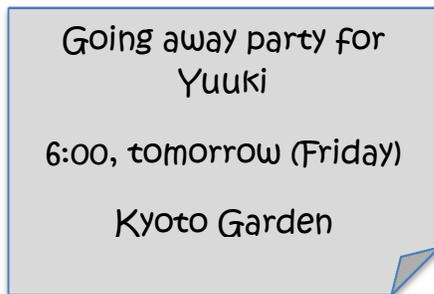
- a. What endings does a Japanese verb have? (1-1-1)
- b. For verbs, what marks the non-past affirmative? The negative? (1-1-1)
- c. What does Non-Past mean? (1-1-1)
- d. For verbs, what marks the past affirmative? The negative? (1-4-1)
- e. What does *iie* mean? How different is it from “no” in English?(1-1-2)
- f. Where does a subject occur in a Japanese sentence? An adverb? (1-2-1, 1-1-4)
- g. What is the difference between *sore* and *are*? ( 1-2-2)
- h. Where does a sentence particle occur? Give three examples of sentence e particles with their meanings. (1-1-3, 1-3-5)
- i. How do you invite someone to do something in Japanese? (1-3-1)
- j. In the phrase *Are wa*? What does *wa* mean? (1-2-4)
- k. What is the difference in meaning among the following sentences: (1-2-4, 1-2-5)  
*Ashita yasumimasu.*  
*Ashita wa yasumimasu.*  
*Ashita mo yasumimasu.*
- l. What is a compound verb? Give three examples. (1-4-2)
- m. How is *chotto* used? (1-3-2)
- n. How is *sou desu ka* used? (1-3-3)
- o. How is *kedo* used? (1-2-3)
- p. What caution is given regarding addressing the person you are talking to? (1-3-4)

### Practical Application

A. Look at each picture, apply an appropriate verb from this lesson, and a) ask a coworker if he does it often, b) invite an acquaintance to do it, c) ask if a coworker did it yesterday, and d) how would you answer if asked these questions?



B. Look at the memorandum. Read the context below and act in Japanese.



1. Ask a co-worker if she read this.
2. As an organizer of this event, invite an acquaintance to come to the event tomorrow.
3. You've been invited to the event by an organizer. Thank her and tell her that you are coming.
4. Apologize and turn down the invitation politely.
5. As an organizer, tell an acquaintance that Ms. Honda is coming as well.
6. Tell an organizer that you are going but Ms. Honda is not.
7. You are going to the event. Invite an acquaintance to come with you as well.
8. Confirm that he is coming.

#### Drill Tape Script

##### Dialogue 1

- A. Cue: しますか。 Response: ええ、よくします。  
Cue: 食べますか。 Response: ええ、よく食べます。
1. 飲みますか。 2. 買いますか。 3. 作りますか。 4. 食べますか。
- B. Cue: しますか。 Response: いいえ、あまりしませんねえ。  
Cue: 食べますか。 Response: いいえ、あまり食べませんねえ。
1. 乗りますか。 2. 食べますか。 3. 作りますか。 4. 飲みますか。
- C. Cue: しませんか。 Response: ええ、全然しませんねえ。  
Cue: 食べませんか。 Response: ええ、全然食べませんねえ。
1. 飲みませんか。 2. 買いませんか。 3. 作りませんか。 4. わかりませんか。

##### Dialogue 2

- A. Cue: これ、見ますか。 Response: はい、それは見ますけど、あれはみません。  
Cue: これ、しますか。 Response: はい、それはしますけど、あれはしません。
1. これ、聞きますか。 2. これ、作りますか。 3. これ、書きますか。 4. これ、読みますか。
- B. Cue: 見ますよ。 Response: これも見ますか。  
Cue: しますよ。 Response: これもしますか。

1. 聞きますよ。2. 書きますよ。3. 読みますよ。4. 使います。

### Dialogue 3

A. Cue: 行きますか。 Response: はい、行きます。本田さんも行きませんか。

Cue: しますか。 Response: はい、します。本田さんもしませんか。

1. 出かけますか。2. 帰りますか。3. 読みますか。4. 買いますか。

B. Cue: 行きますよ。 Response: ああ、そうですか。じゃあ、私も行きます。

Cue: しますよ。 Response: ああ、そうですか。じゃあ、私もします。

1. 聞きますよ。2. 会いますよ。3. 書きますよ。4. 飲みますよ。

### Dialogue 4

A. Cue: 練習しますか。 Response: ええ、ちょっと練習しませんか。

Cue: 買いますか。 Response: ええ、ちょっと買いませんか。

1. 勉強しますか。2. コピーしますか。3. 休みますか。4. メールしますか。

B. Cue: 休みましたね。 Response: きのうは、休みましたけど、おとといは休みませんでした。

Cue: 行きましたね。 Response: きのうは行きましたけど、おとといは行きませんでした。

1. 出かけましたね。2. 作りましたね。3. 電話しましたね。4. 来ましたね。