

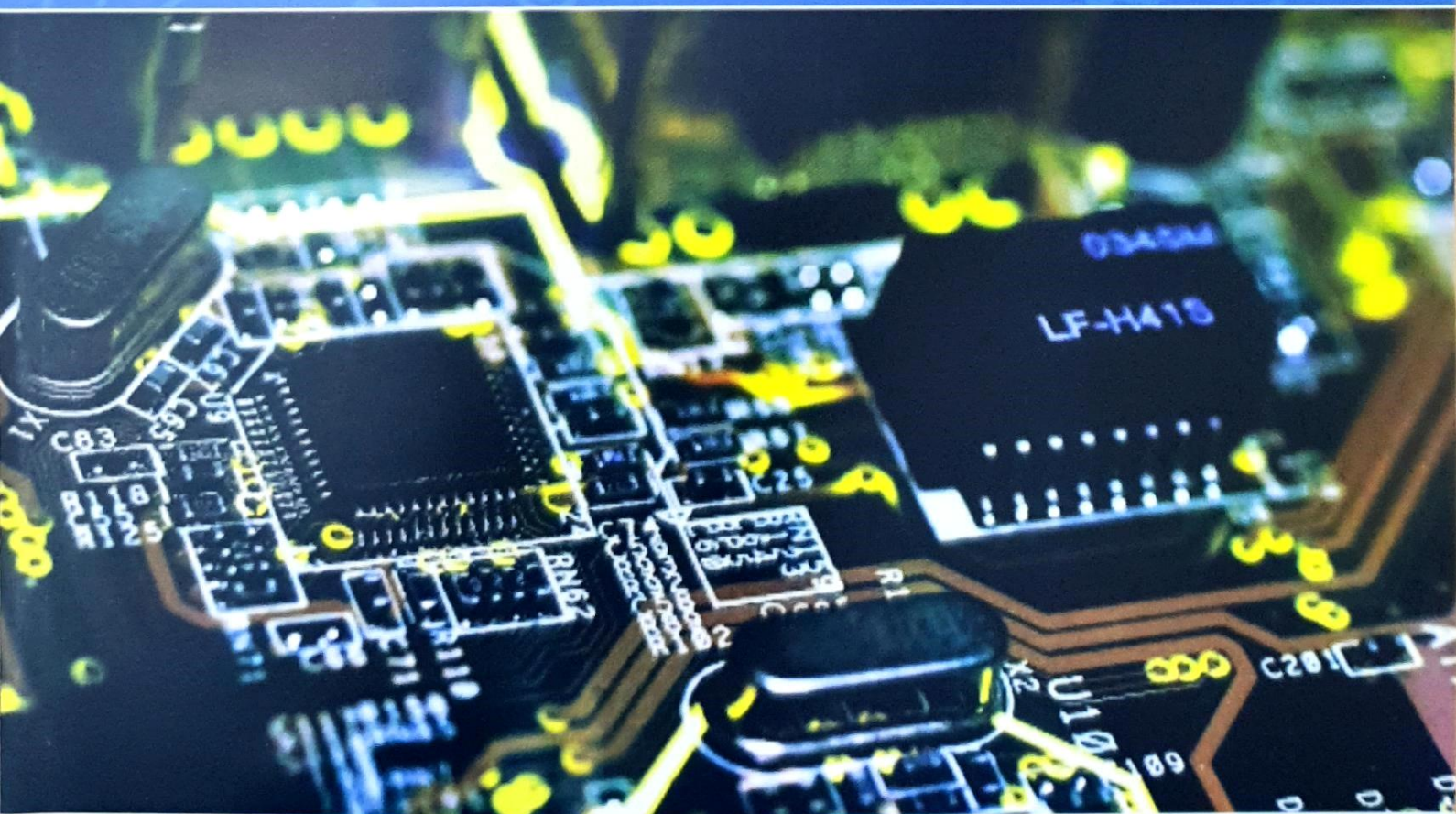


**HANOI UNIVERSITY OF INDUSTRY**  
FACULTY OF FOREIGN LANGUAGES

Hoang Ngoc Tue (Editor)  
Hoang Thi Huong Giang, Le Duc Hanh, Nguyen Thi Xoan  
Hoang Thi Nhung, Tran Thi Tuyet Trinh

# **ENGLISH FOR ELECTRICAL AND ELECTRONICS ENGINEERING 5**

Studen's book



**SCIENCE AND TECHNICS PUBLISHING HOUSE**



**HANOI UNIVERSITY OF INDUSTRY  
FACULTY OF FOREIGN LANGUAGES**

-----\*\*\*-----  
**HOANG NGOC TUE (Editor)**

**HOANG THI HUONG GIANG - LE DUC HANH - NGUYEN THI XOAN**

**HOANG THI NHUNG - TRAN THI TUYET TRINH**

# **ENGLISH FOR ELECTRICAL AND ELECTRONICS ENGINEERING 5**

**Student's book**



**SCIENCE AND TECHNICS PUBLISHING HOUSE**



## ACKNOWLEDGEMENTS

In the preparation and completion of this textbook, we have received guidance, encouragement and support from a number of people. Without their assistance and support, this textbook might not be completed.

First of all, we would like to take this chance to express the deepest gratitude to the Management Board of Hanoi University of Industry (HaUI), who has created favorable conditions for us to design and complete this textbook.

Our gratitude also goes to the Management Board and all the staff members of Faculty of Foreign Languages at HaUI for their valuable guidance, excellent suggestions, and constant encouragement and contribution.

We also owe a great debt of gratitude to the Dean and lecturers of Faculties of Electronics Engineering and Electrical Engineering at HaUI. Without their useful assistance and constructive feedback, we could not manage to finish our project.



## PREFACE

***English for Electrical and Electronics Engineering*** series are aimed to develop the ability to communicate in English for the students who specialize in Electrical and Electronics Engineering at Hanoi University of Industry. Different from other general English textbooks, the topics and activities designed in the series have been carefully selected to match the interests and meet the needs of these students who are studying and going to work in Electrical and Electronics Engineering fields. As a component of a blended learning program package, the series are chiefly used for face-to-face lessons that operate along with an integrated program of online learning tasks. To address the diversity in the interests, English proficiency levels and learning styles of the student population, excessive care has been taken to allow flexibility in selecting and adapting classroom activities in response to students' current learning needs with high priority placed on speaking skills. A time mixture of pair, group and individual activities with authentic materials and close-to-real-life situations are intended to stimulate and maintain students' learning motivation throughout the courses.

This book, ***English for Electrical and Electronics Engineering 5***, is the fifth book in the series that has been developed for 3<sup>rd</sup> year students majoring in Electrical and Electronics Engineering at Hanoi University of Industry. These students are expected to have completed the first 4 books in the series. This book consists of 8 units covering essential topics of the fields:



**Unit 1:** Companies in Electrical and Electronics fields

**Unit 2:** Smart products

**Unit 3:** Installation

**Unit 4:** Maintenance and repairs

**Unit 5:** Customer service

**Unit 6:** Data Analysis

**Unit 7:** Career Orientation

**Unit 8:** Meetings and discussion.

Each unit comprises two lessons with a warm-up activity and three or four motivational and encouraging pair-work, group-work or individual activities. Before face-to-face lessons, students are required to complete all the related online learning tasks that help develop necessary language knowledge (vocabulary and structures) and skills for oral interactions and language practices in face-to-face classes. The checklist at the end of each lesson reflects students' learning process and develops their ability to monitor their own learning. By the end of the course, students are expected to develop not only English language skills but also exploratory, argumentative, analytical, problem solving, and teamwork skills which are indispensable for their success in study at the University and their work after graduation.

With all the burning enthusiasm and all-out effort spent on designing this book, it is hoped that teachers and students will be using it with full enjoyment and gaining great success in mastering English for Electrical and Electronics Engineering.



## SCOPE AND SEQUENCE

UNITS	GOALS	VOCABULARY	GRAMMAR	SKILLS
<b>UNIT 1</b> COMPANIES IN ELECTRICAL AND ELECTRONICS FIELDS	Make a conversation about company background and culture  Make conversations about company in a job interview	Words and phrases related to company background and company culture	Passive voice in present simple and past simple tense  Useful expressions for giving opinions	<b>Listening:</b> Listen to main ideas and details about company background and culture <b>Reading:</b> Skim and scan texts/ articles/ passages about company background and culture <b>Writing:</b> Write a paragraph about a company you want to work for in the future
<b>UNIT 2</b> SMART PRODUCTS	Make a conversation about specifications and features of smart products  Make a short talk about a smart product imagined to be designed in the future	Words and phrases related to specifications and features of smart products	Reduced relative clauses Structures for making comparison (in terms of both similarities and differences)	<b>Listening:</b> Listen for main ideas and details about specifications and features of smart products <b>Reading:</b> Skim and scan texts/ articles/ passages about specifications and features of smart products <b>Writing:</b> Write a paragraph about a smart product
<b>UNIT 3</b> INSTALLATION	Make a conversation about giving instructions to install equipment  Give instructions for installing simple electrical fixtures	Words and phrases related to installations of electrical and electronics devices	Imperative sentences and modal verbs	<b>Listening:</b> Listen for main ideas and specific information about tools <b>Reading:</b> Skim and scan texts/ articles/ passages about installation/ tools/ instructions <b>Writing:</b> Write an email to give installation instructions for a device



UNITS	GOALS	VOCABULARY	GRAMMAR	SKILLS
<b>UNIT 4</b> MAINTAINANCE AND REPAIRS	<p>Make a conversation about troubleshooting, suggesting solutions for problems of an air conditioner and a washing machine.</p> <p>Make a short instruction of maintaining and repairing a product: an air conditioner, a washing machine</p>	Words and phrases related to maintenance and repairs of an air conditioner and a washing machine	Present perfect, modal verbs, structures about trouble shootings, giving suggestions and solutions	<p><b>Listening:</b> Listening for details and general ideas about maintenance and repairs</p> <p><b>Reading:</b> Skim, scan, and predict when reading texts/ articles/ passages about maintenance and repairs</p> <p><b>Writing:</b> Write some simple instructions on how to maintain and repair a device</p>
<b>UNIT 5</b> CUSTOMER SERVICE	<p>Make a conversation to deal with complaint from a customer</p> <p>Use the politeness structure to talk about parts of a robot and its functions</p>	Words and phrases related to dealing with complaints	Structures using seem, appear, look like, look as if, may, might to deal with complaints politely	<p><b>Reading:</b> Skim and scan texts/ articles/ passages about rules and tips to deal with complaints and reply to an email of complaints</p> <p><b>Listening:</b> Listen for details and main ideas about dealing with complaints related to electronic and electrical matters</p> <p><b>Writing:</b> Write a reply to an email of complaints about electronic and electrical matters</p>



UNITS	GOALS	VOCABULARY	GRAMMAR	SKILLS
<b>UNIT 6</b> <b>DATA ANALYSIS</b>	<p>Make a conversation to point out the key features of given charts and graphs</p> <p>Describe charts and graphs as a part of a presentation using languages for referring visual aids</p>	<p>Words and phrases related to describing trends and contribution</p>	<ul style="list-style-type: none"> <li>- Useful expressions to refer to visual aids in presentations</li> <li>- Structures to describe trends</li> <li>- Structures to talk about contribution</li> </ul>	<p><b>Listening:</b> Listen for specific information and main ideas about the descriptions of charts and graphs related to electronic and electrical matters; common expressions used to refer to visual aids in presentations.</p> <p><b>Reading:</b> Skim and scan texts/articles/passages about the topic, changes and statistics</p> <p><b>Writing:</b> Write a description of charts and graphs related to electronic and electrical matters</p>
<b>UNIT 7</b> <b>CAREER ORIENTATION</b>	<p>Make a conversation in a job interview, self-introduction in a job interview</p>	<p>Words and phrases related to CV and job interview</p>	<ul style="list-style-type: none"> <li>-Tenses review</li> <li>-Classify part of speech based on suffixes</li> </ul>	<p><b>Listening:</b> Listen for main ideas and details in a job interview</p> <p><b>Reading:</b> Skim and scan texts/articles/passages related to employment in electrical and electronics field (CV; job advertisements and tips for job interview, job descriptions)</p> <p><b>Writing:</b> Write a CV to apply for a position in electrical/ electronics field</p>



UNITS	GOALS	VOCABULARY	GRAMMAR	SKILLS
UNIT 8 MEETINGS AND DISCUSSION	<p>Make a discussion on general technical issues</p> <p>Apply structures about ways of interrupting and dealing with interruption in the meetings/discussion</p>	Words and phrases related to dealing with meetings and discussion	-Structures related to giving opinions, interrupting and dealing with interrupting, agreeing and disagreeing, giving suggestions in formal meetings	<p><b>Listening:</b> Listen for details and main ideas about dealing with interruption and expressing personal opinions in meetings and discussion</p> <p><b>Reading:</b> Skim and scan texts/articles/passages about rules and tips to chair a meeting effectively and deal with interruption; information of the meeting minutes</p> <p><b>Writing:</b> Write the minutes of a meeting about electronics and electrical matters</p>



# TABLE OF CONTENTS

ACKNOWLEDGEMENTS .....	3
PREFACE .....	4
TABLE OF CONTENTS .....	10
UNIT 1: COMPANIES IN ELECTRICAL AND ELECTRONICS FIELDS .....	11
UNIT 2: SMART PRODUCTS .....	32
UNIT 3: INSTALLATION .....	50
UNIT 4: MAINTENANCE AND REPAIRS .....	67
UNIT 5: CUSTOMER SERVICE .....	81
UNIT 6: DATA ANALYSIS .....	101
UNIT 7: CAREER ORIENTATION .....	117
UNIT 8: MEETINGS AND DISCUSSION .....	135
ACTIVITY FILES .....	148
GLOSSARY .....	157
REFERENCES .....	170