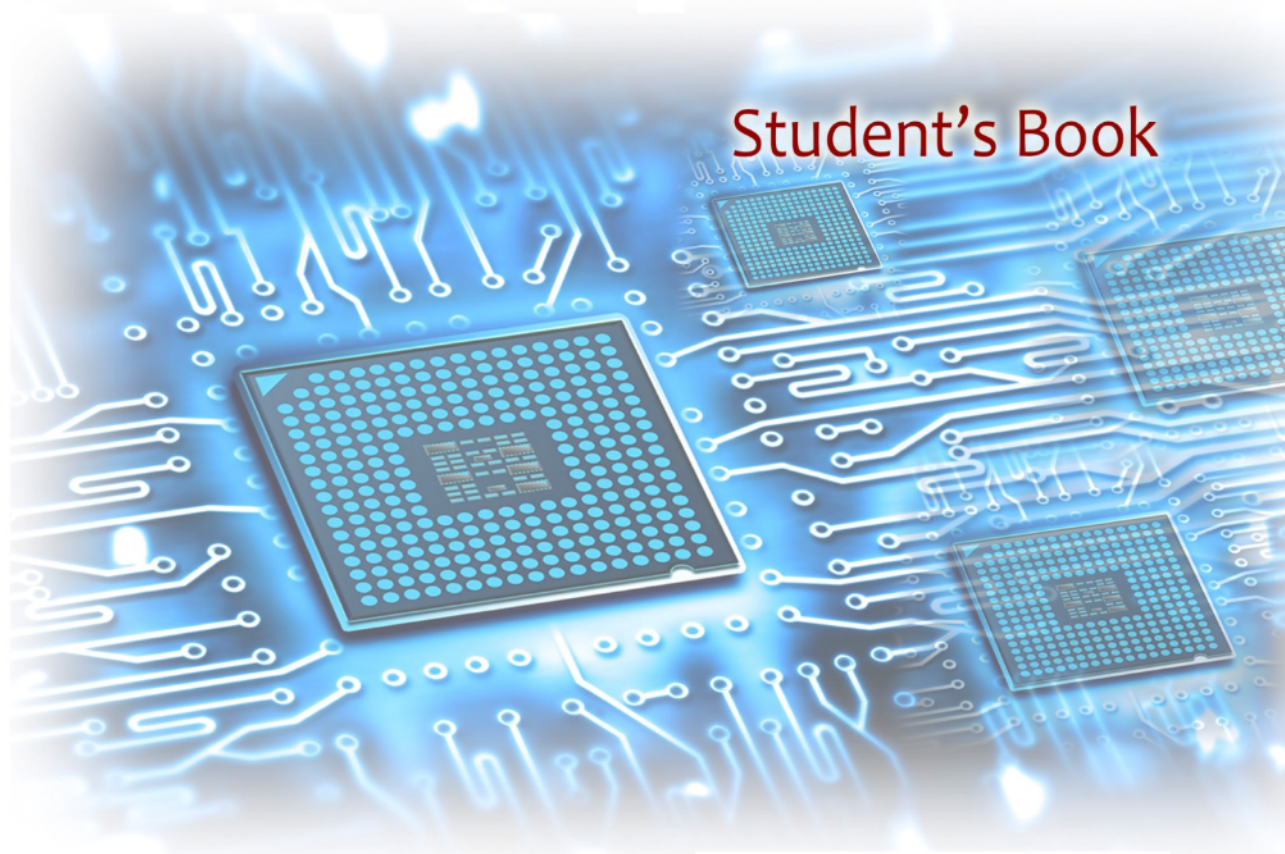




HANOI UNIVERSITY OF INDUSTRY
FACULTY OF FOREIGN LANGUAGES

ENGLISH **FOR ELECTRICAL** **AND ELECTRONICS ENGINEERING**

Student's Book



Hoàng Ngọc Tuệ : Chủ biên
Hoàng Thị Hương Giang
Lê Đức Hạnh
Hoàng Thị Nhung
Doãn Bích Ngọc

PREFACE

English for Electrical and Electronic Engineering series are aimed to develop the ability to communicate in English for the students specialized in Electrical and Electronic 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 the students who are studying and going to work in Electrical and Electronic Engineering fields. As a component of a blended learning program package, the series are used chiefly for face-to-face lessons which 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 nice 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 Electronic Engineering 6*, is the last book in the series which has been developed for 3rd year students majoring in Electrical and Electronic Engineering at Hanoi University of Industry. These students are expected to have completed the first 5 books in the series. This book consists of 8 units covering essential topics of the fields: Unit 1- Manuals, Unit 2- Operation, Unit 3-Product Reviews, Unit 4-Meeting Reports, Unit 5-Making Requests, Unit 6-Technical Problems and Advice, Unit 7- Professional Portfolio, and Unit 8- Job interview. Each unit comprises 2 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 which help develop necessary language knowledge (related vocabulary and structures) and skills for oral interactions and language practices in face-to-face classes. The check list at the end of each lesson facilitates students' learning reflection 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 Electronic Engineering.

ACKNOWLEDGEMENT

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 have 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. This textbook would not have been completed without their help and contribution.

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

UNIT CONTENT CHART

UNITS	ONLINE MATERIALS		
	Vocabulary	Language focus	Listening
UNIT 1 MANUALS	Words and phrases for technical manuals	-Imperative -Conditional Type 1 sentence - Conjunctions: Before/when/while/after	Technical instructions
UNIT 2 OPERATIONS	Words and phrases for equipment operation	- Conditional Type 1 sentence -Once as a conjunction -Enable/disable/disable -Imperative	- Technical operations
UNIT 3 PRODUCT REVIEWS	Words for product review	- Comparatives - Structures for giving opinions, agreeing and disagreeing in discussion	Review of electrical/ electronic product
UNIT 4 MEETING REPORTS	Words for technical reports	- Past Simple - Present perfect - Future tenses - Suggestion and recommendation expressions	Note-taking of a report

ONLINE MATERIALS		FACE-TO-FACE CLASS MATERIALS	
Reading	Writing	Speaking	Test yourself
<ul style="list-style-type: none"> - Extracts from technical manuals and repair manuals - Articles of technical instruction 	<ul style="list-style-type: none"> Sentence building Parts of a technical manual 	Describe technical instructions and warnings of a specific electronic/ electrical product	Self-assessment
Short articles about equipment operation	Operation process of an electrical/ electronic device	Describe the process of how equipment operates in various contexts	Self-assessment
Reviews of electrical/ electronic products	A review about an electrical/ electronic device	<ul style="list-style-type: none"> Make conversations about specifications and features of two products Discuss the pros and cons of a product 	Self-assessment
Extracts of weekly progress reports	A weekly progress report/ an incident report	Make a technical report based on a given note	Self-assessment

UNITS	ONLINE MATERIALS		
	Vocabulary	Language focus	Listening
UNIT 5 MAKING REQUESTS	Words and phrases for making requests	-The Present Perfect -Conditional Sentences Type 1 Structures to make a request	Tips to ask for requests
UNIT 6 TECHNICAL PROBLEMS AND ADVICE	Words and expressions for technical problems and giving advice	Structures to diagnose and give advice	Conversations of technical supports
UNIT 7 PROFESSIONAL PORTFOLIO	Words and phrases for cover letters	Modal verb: Would Reduced relative clauses	Tips to write a cover letter
UNIT 8 JOB INTERVIEWS	Words for job interview	Review of tenses	Job interview tips Conversations of job interview

ONLINE MATERIALS		FACE-TO-FACE CLASS MATERIALS	
Reading	Writing	Speaking	Test yourself
Email and excerpts of articles related to ask for requests	Email to ask for days off Email to ask for advance payment	Make requests in workplace context	Self-assessment
Advertisements and articles related to technical problems of electrical/ electronic devices	Email in response to technical problems of electrical/ electronic devices	Make a conversation on technical support Give a short talk to give advice on technical issues	Self-assessment
Job ads, cover letters and articles about tips to write a cover letter	A cover letter in response to a job ad	Making a short presentation on how to write a cover letter	Self-assessment
Job ads, articles about job interviews.	Sentence building in job interview	Make conversations in job interview context	Self-assessment

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UNIT 1: MANUALS

1. Overall objective

At the end of this unit you will be able to:

- ✓ Describe technical instructions and warnings of a specific electronic/ electrical product in oral forms based on given information.

2. Key language knowledge

2.1. Vocabulary

<p>A. Nouns</p> <ul style="list-style-type: none">• guideline /'gʌɪdlʌɪn/• latch /lætʃ/• peripheral/pə'ri:fərəl/• spudger /spʌdʒər/• tweezers /'twi:zəz/ <p>B. Verbs</p> <ul style="list-style-type: none">• align /ə'laɪn/• detach /dɪ'tætʃ/• disconnect /dɪskə'nekt/• lift /lɪft/• mend /mend/• pry /praɪ/	<ul style="list-style-type: none">• reboot /ri:'bu:t/• reverse /rɪ'vɜ:s/• secure /sɪ'kjʊər/• slide /slaɪd/• unplug /ʌn'plʌg/ <p>C. Adjectives</p> <ul style="list-style-type: none">• external /ɪk'stə:n(ə)l/• internal /ɪn'tɜ:nl/
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2.2. Language Focus

A. Imperative

Usage: Imperative is used to give instructions, commands and orders. It is a very simple structure because we do not need to use the subject.