

**EXERCISE 3**

To: Col. Schoeder, Director of English Course, Bundesssprachenamt, Hürth.

**Comment:** "Courses", más lógico en plural.

From: Capt. López, Spanish Air Force, English Course 2011.

Subject: Suggestions for improving coming courses.

**Comment:** Mejor "future"

Date: 15<sup>th</sup> June, 2011

**Comment:** Los cursos no tienen "editions" (tampoco en español) si se habla con propiedad. Sería mejor decir algo como: "to improve certain logistic aspects of the next English course, which will take place in 2012".

**PURPOSE**

The aim of this report is to suggest possible ways to improve the English course for the next edition of 2012 in logistic aspects.

**Comment:** Mejor simplemente "certain logistic aspects"

**Comment:** "in"

**Comment:** Mejor "to improve the work conditions of resident foreign students and to make their life easier".

**IDENTIFICATION OF DEFICIENCIES**

In my view, some areas of logistic support on the School need to be improved in order to facilitate the standards of life and the work of foreign students resident. Below are two main areas:

**Comment:** Mejor "the current time slot"

**Comment:** "the large number" La palabra "affluent" no encaja aquí.

1. Timetable of dining room facilities. The present period for lunch (from 12:00 to 13:00) is clearly unsuitable for the large affluent of students. There is no enough time for students to have lunch and going back in time to the next class which starts at 13:00 o'clock.

**Comment:** "not", porque aquí esta partícula niega el verbo.

**Comment:** "and to arrive on time for the next class"

**Comment:** No es necesario decir esto si ya se ha escrito "13.00".

2. Availability of computers for the students. The number of computer's positions available is minor than the users interested in some periods of time, particularly in the evenings when the students are preparing the classes of the coming day.

**Comment:** 1) El genitivo sajón no encaja aquí, 2) "positions" resulta redundante. Mejor "of computers available"

**Comment:** "smaller"; "minor" no se usa para hablar de cantidades.

**SUGGESTIONS**

As requested, I pleased to suggest two possible ways to deal with the above mentioned deficiencies:

**Comment:** "the next day".

**Comment:** "I am pleased"

- For the point 1, the best way could be to establish two rotations to have lunch, one from 11:30 to 12:30 and the other one from 12:30 to 13:30; of course, that would involve to reschedule the timetable of classes as well.

**Comment:** "For point number 1",

**Comment:** "shifts"

**Comment:** "involve rescheduling"

**Comment:** Cf. supra.

- For the point 2, since evenings are the best time for students to plug in their computers, the only way of action is that on providing more computer's positions.

**Comment:** "the only possible course of action"

**Comment:** Eliminar "that on"

**Comment:** Mejor simplemente "more computers" (cf. supra).

If those aspects are improved, I feel sure the quality of life of newcomers will be much better and that will have a positive influence on their academic performances.

**Comment:** Mejor "academic results"

Tareas requeridas	Bueno	Parcial	Pobre	Posibles tareas del examen escrito	TAREA					
					Comentario del corrector					
					Las tareas se cumplen.					
					DESCRIPCIÓN					
					NARRACIÓN					
					INSTRUCCIONES Y DIRECCIONES					
					RELATO DE HECHOS					
					x	x			FORMULACIÓN DE HIPÓTESIS	
									DEFENSA DE UNA OPINIÓN	
x	x			SUGERENCIA						
				ANÁLISIS DETALLADO DE UNA SITUACIÓN						
CONTENIDO	Puntos fuertes									
	El texto está bien organizado.									
	Puntos débiles									
	En los informes no es necesario matizar que se va a proporcionar la opinión personal, porque se supone que son textos más bien objetivos (aunque en realidad la objetividad no es del todo posible, puesto que al hacer recomendaciones uno las expresa sin duda desde su punto de vista).									
PRECISIÓN	Apropiada para las tareas requeridas.									