



## HỌC ANH NGỮ TRÊN ĐÀI VOA

Đi nghe bài học, xin [BỘ M V&Agrave;O Đ&Aacute;Y](#)

Đây là Chương Trình Anh Ngữ Sinh Động, New Dynamic English, bài 109. Phạm Văn xin kính chào quý vị thính giả. Chủ đề của bài học hôm nay là cách trình bày một vấn đề how to make a presentation. Trước hết, để luyện nghe hiểu, quý vị nghe một mẫu đàm thoại trong đó có câu trả lời, và khi nghe câu hỏi, xin trả lời; rồi khi nghe câu trả lời đúng, xin lặp lại.

Trong câu, This would make our robots much less expensive than the competition's=giảm thêm 10% sẽ làm cho người máy đắt hơn nữa của chúng tôi rẻ hơn người máy của hãng đang cạnh tranh với hãng tôi nữa. Sau 'competition' có dấu phẩy cao (dấu gạch, Apostrophe) và s, hiểu người là chủ robots, khi lặp lại. Xin nghe lại câu này: This would make our robots much less expensive than our competition's.

To reduce=giảm; reduction (danh từ)= sự giảm bớt. In addition, we will send two engineers to California to train your employees so that they can service the robots, if necessary.=thêm vào đó, chúng tôi sẽ gửi hai kỹ sư đến California để huấn luyện nhân viên của hãng bà cách sửa chữa và bảo trì người máy đắt hơn nữa, nếu cần.

### Cut 1

#### Language Focus: Questions Based on FIB Dialog

Larry: Questions.

Listen to the question, then listen to the dialog.

Eliz: Does Mr. Blake offer to reduce the price of the robots?  
(short pause)

Blake: So... to sum up my company's final proposal, we guarantee a further reduction in the price, another ten percent.

This will make our robots much less expensive than the competition's.

Eliz: Does Mr. Blake offer to reduce the price of the robots?  
(ding)

(pause for answer)

Eliz: Yes, he does. He offers to reduce the price by another ten percent.

(short pause)

Larry: Listen to the question, then listen to the dialog.

Eliz: Why does Mr. Blake offer to send two engineers to California?

(short pause)

Blake: In addition, we will send two engineers to California to train your employees so that they can service the robots, if necessary.

Epstein: Oh, that would be fantastic. Don't you agree, Shirley?

Graham: Well, it's a good first step.

Eliz: Why does Mr. Blake offer to send two engineers to California?

(ding)

(pause for answer)

Eliz: He offers to send the engineers to train employees at Advanced Technologies.

(short pause)

MUSIC

Vietnamese Explanation

Trong ph n mách giúp văn hóa, Culture Tips, Gary ch cho ta cách trình b y m t v n đ . To make a formal presentation=trình b y m t đ tài m t cách nghiêm túc. Tr c h t, Gary nói, The main thing is to remember to be very clear about everything.=đi m chính là ph i nh là ph i rành m ch v m i đi m trình b y. Clear=rành m ch; trái nghĩa là, Vague=m h . Don't be vague=đ ng nói m h .

Th hai, theo Gary, you have to give specific examples and facts to support your opinions=b n ph i cho thí d và d ki n c th đ h tr ý ki n c a mình. Specific=c th , rành m ch, đ c tr ng, đ c thù, riêng bi t đ ng nghĩa có nh ng ch detailed, clear, precise, to the point . [Nh n xét: "specific" khác v i "special" nghĩa là đ c bi t]. Organize your presentation clearly=x p đ t bài trình b y cho có h th ng rõ ràng. B ng cách dùng nh ng ch nh , First, tr c h t; Second, th hai, Next, k ti p là, hay, Moreover, Furthermore, In addition, h n n a, và cu i cùng, nên tóm t t nh ng đi m chính đã trình b y (repeat the main points of your presentation) b ng cách dùng nhóm ch To sum up, hay In summary. Sau cùng, dùng ch Finally đ ng i nghe bi t mình s p k t thúc bài trình b y.

Cut 2

Culture Tips: Formal Presentations

Larry: Culture Tips

This Culture Tip answers the question: How do I make a formal presentation to Americans?

· a formal presentation m t bài trình bày nghiêm túc.

Eliz: Welcome once again to “Culture Tips” with Gary Engleton.

Today, our e mail question is “How do I make a formal presentation to Americans?”

“I made a presentation last week and they asked a thousand detailed questions afterwards.”

Gary: Well, the main thing to remember is to be very clear about everything.

Say exactly what you mean, even if the audience disagrees with you.

Eliz: So don't be vague.

Gary: Exactly. Give specific examples and facts to support your opinions.

Eliz: Good advice!

Gary: Also, organize your presentation clearly.

For each new idea in your presentation, use words like “First,” “Second,” and “Next.”

Eliz: That would be clearer.

Gary: And be sure to summarize the main points of your presentation at the end.

You can say, “In summary” and then repeat the main points of your presentation.

Finally, if the audience asks a lot of questions, that's good!

Eliz: Why?

Gary: Because it means that they were really listening and were interested.

If there are no questions, it may mean that they weren't very interested.

Eliz: Every week, we get a lot of questions from listeners.

Does that mean that they are very interested?

Gary: I hope so!

## MUSIC

### Vietnamese Explanation

Trong ph n True or False, quí v t p nghe và tr i nh ng câu h i căn c vào ý nghĩa trong bài. Ôn i: facts=s ki n; an opinion=ý ki n; the audience=thính gi ..

Cut 3

Language Focus: True/False

Larry: Listen and answer.

Eliz: In a presentation, why should you support your ideas with examples and facts?

(ding)

(pause for answer)

Eliz: Examples and facts help the listeners understand your opinions.

(pause)

Eliz: Why is it good if the audience asks a lot of questions?

(ding)

(pause for answer)

Eliz: Questions usually mean that the audience was interested in your presentation.

## MUSIC

### Vietnamese Explanation

Trong ph n đàm tho i th ng m i s p t i, quí v nghe cô Melissa, Phó ch t ch công ty lo v Th tr ng (Vice President of Marketing) c a h ng n c ng t Spenser Soft Drinks, trình b y lý do v i v T ng Giám đ c CEO [vi t t t t ch Chief Executive Officer], và Giám đ c Th tr ng (Director of Marketing) và ban Giám Đ c (Board of Directors) c a h ng t i sao nên m m t chi nhánh Nam Phi –Open a branch office in South Africa. The government there is stable, and the economy is strong.=chính ph i đó v ng và kinh t x đó m nh. Stable=v ng vàng.

There are almost forty two million people there=x đó có g n 42 tri u dân. In addition, the climate is hot, so the people are always thirsty=thêm vào đó, khí h u nóng, nên lúc nào ng i ta cũng khát. The government there allows foreign companies to own one hundred percent of their company=chính ph i đó cho phép công ty ngo i qu c làm ch 100 ph n trăm v n c a công ty c a h . To own=làm ch . They are reducing taxes=h gi m thu .

They want us to create jobs for their people=h mu n chúng ta t o vi c làm cho dân x h . Create jobs=t o vi c làm. Đ ý nh ng ch khi cô Melissa trình bày: tr c m t lý do, cô dùng 'First', 'Second', 'In addition', và cu i cùng, cô dùng 'Finally.' Và cô kết lu n, All of this makes South Africa a great opportunity for us=t t c nh ng s ki n này khi n Nam Phi là m t d p may i n cho công ty c a chúng ta.

Cut 4

Business Dialog: Making a Proposal

Larry: Business Dialog

The Vice President of Marketing for Spencer Soft Drinks is making a proposal.

She is talking to the CEO, the Director of Marketing and the Board of Directors.

· a branch office văn phòng chi nhánh

Eliz: Let's listen to today's Business Dialog.

The Vice President of Marketing for Spencer Soft Drinks is making a proposal.

She is talking to the CEO, the Director of Marketing and the Board of Directors.

office sounds

Melissa: I am proposing that we open up a branch office in South Africa.

I think it is a good idea for the following reasons:

First, the government there is stable, and the economy is growing (phát tri n.)

Second, there are almost forty two million people there.

In addition, the climate is hot, so the people are always thirsty.

Finally, the government wants foreign companies to come to South Africa.

They allow foreign companies to own one hundred percent of their company.

And they are reducing taxes.

In summary, there is a stable government and a large, thirsty population.

And the government wants us to create jobs for their people.

All of this makes South Africa a great opportunity for us.

MUSIC

### Vietnamese Explanation

Trong phần tiếp, ta nghe lại những câu của cô Melissa trình bày và để ý những cụm từ dùng cho một lý do tiếp. Đó là, First, Second, In addition, Finally và In summary.

### Cut 5

### Focus on Functions: Making a Presentation

Larry: Focus on Functions: Making a Presentation

Larry: Listen to these expressions.

Larry: First

Eliz: First, the government there is very stable and the economy is stronger.

(pause)

Larry: Second

Eliz: Second, there are almost forty two million people there.

(pause)

Larry: In addition

Eliz: In addition, the climate is hot, so the people are always thirsty.

(pause)

Larry: Finally

Eliz: Finally, the government wants foreign companies to come to South Africa.(pause)

Larry: In summary

Eliz: In summary, there is a stable government and a large, thirsty population.(pause)

MUSIC

Vietnamese Explanation

Trong phần thi, ta nghe Gary cho ta nghe cô Melissa trình bày lý do nên mở mẩu văn nói chi nhánh  
nông nghiệp ở Nam Phi. Ta nghe câu đầu, cô dùng câu I am proposing...tôi xin đề nghị. Sau  
đó, cô liệt kê ba lý do và dùng những từ FIRST, SECOND, IN ADDITION.  
Trình bày lý do chốt, cô dùng FINALLY...và khi gần hết phần trình bày, cô dùng IN SUMMARY  
(tóm lại).



She's numbering the main points=cô ta l n l t nêu ra nh ng đ m chính.To number=đánh số ; k ra l n l t theo th t 1, 2, 3.

Quý v cũng nghe câu Of course, in actual business situations, a presentation would be much longer and would be supported by more detailed examples and information. Dĩ nhiên, trong nh ng hoàn c nh th ng m i th c s , bài trình bày có th dài h n nhi u và có th đ c h tr b i nhi u thí d và tin t c t m h n. Actual= th c s , đ ng nghĩa có ch real. A business situation=m t hoàn c nh th ng m i. Support=h tr ; supported by more detailed examples and information=đ c h tr b ng nhi u thí d và tin t c t m h n. Danh t Detail=chi ti t; tnh t detailed=t m .

Whether the presentation is long or short, it is important to follow these same basic principles=Dù bài trình bày dài hay ng n, đ u quan tr ng là theo nh ng nguyên t c căn b n t ng t này. Basic=căn b n. Principle=nguyên t c. And to be sure to summarize your main ideas at the conclusion of your talk=và nh là ph i tóm t t nh ng ý chính c a b n đ n cu i ph n trình bày.

Cut 6

Gary's Tips: Business Presentations

Larry: Gary's Tips.

Gary discusses business presentations.

UPBEAT MUSIC

Eliz: Now it's time for Gary's Tips with Gary Engleton!

Gary: Hello, Elizabeth! Today I'll be talking about business presentations.

In today's Business Dialog, we heard an example of a short business presentation.

Notice how the speaker begins with a statement of her main idea, using the expression "I am proposing..."

Melissa: I am proposing that we open up a branch office in South Africa.

Gary: She then introduces the reasons that support her idea.

She makes the organization of her proposal very clear by numbering each of her main points.

Melissa: I think it is a good idea for the following reasons:

Melissa: First, the government there is stable and the economy is growing.

Second, there are almost forty two million people there.

In addition, the climate is hot, so the people are always thirsty.

Gary: As she gets near the end of her proposal, she uses the expression "Finally" to let her audience know that this will be her last point.

Melissa: Finally, the government wants foreign companies to come to South Africa.

Gary: And at the end of her presentation, she summarizes her main points, using the expression “In summary.”

Melissa: In summary, there is a stable government and a large, thirsty population.

And the government wants us to create jobs for their people.

All of this makes South Africa a great opportunity for us.

Gary: Of course, in actual business situations, a presentation would be much longer and would be supported by more detailed examples and information.

But whether a presentation is long or short, it is very important to follow these same basic principles:

Begin with a statement of your main idea, and clearly indicate the main points in your presentation with words such as “First,” “In addition,” and “Finally.”

And be sure to summarize your main ideas at the conclusion of your talk.

Thanks for joining us today for Gary’s Tips. We’ll see you again next time!

## Anh Ngữ sinh động - Bài số 109 : Cách trình bày một văn bản .

T&#225;c Gi&#7843;: VOA

Th&#7913; T&#432;, 22 Th&#225;ng 4 N&#259;m 2009 02:02

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Eliz: Thanks, Gary!

MUSIC

Vietnamese Explanat

Quý vị v&#228; a h&#228;c xong bài 109 trong Ch&#228;ng Trình Anh ngữ Sinh động New Dynamic English.  
Ph&#228;m Văn xin kính chào quý vị th&#228;nh gi&#228; và xin h&#228;n g&#228;p l&#228;i trong bài h&#228;c k&#228; ti&#228;p.