



**What were your new year's resolutions on the 1st January?
Did you promise not to smoke or eat chocolate again? Start to train regularly or be a nicer person?**

**How many of your resolutions have you already broken?
Mine did not even last a week (apart from being nice to people which for me should be everybody's goal)**

Enjoy this newsletter

Yours, Nicole

CAPITALIZE GROSS-SCHREIBEN

Remember to capitalize....Well you tell me and check at the end of the newsletter – but be honest.

BUSINESS LETTERS

If you already know a person's name, address that person as follows:

Dear Ms Smith for a lady, Dear Mr Smith for a gentleman

Only use Mrs if you know that the lady is married.

Miss is not used anymore, just like the old "Fräulein" which sounds even worse when spoken out by people in old-fashioned coffee houses calling the waitress.

In a café, just look at the waiter or waitress and call out in a questioning voice:

"Excuse me?" You should get their attention that way no problem.

Back to business letters (sorry I deviated – Ich bin vom Wege abgekommen)

For Mr or Ms Smith, end your letter with "Yours sincerely"

If you don't know any names, then write to "Dear Sir or Madam" in which case you HAVE to end your letter with the words "yours faithfully"

The date should be written like this:

14 Jan 2008 or 14th Jan 2008

As you might have guessed from 9/11 the Americans write the date the other way around. To avoid confusion never use numbers, always write out the month in words
Jan 14, 2008 or 2008, Jan 14

End letters to Americans with "Sincerely yours "



SMALLTALK

This is such an important feature of the English language. What effect does small talk have? It takes away the quiet in a room. It is friendly. It is social.

It is not serious enough to get into fights (Never talk about politics or religion)

What could you say if a stranger said the following to you:

In a crowded museum: It's so busy in here today, isn't it?

Waiting at a bus stop: Lovely weather, isn't it?

But small talk does not only happen between strangers, it is a most important part of conversation between colleagues, mates, neighbours, bosses and their employees. It shows that you are interested. It means socialising and being polite.

In the museum you could say: Yes, indeed. Maybe it would have been better to come here in the morning.

And the other person might reply: Oh well, I heard that this exhibition has been attracting far more people than expected.

And you could say: That's good though for the museum, isn't it? I heard rumours about some financial problems

Womit wir auch schon bei der zweiten Lieblingsbeschäftigung der Engländer wären :
Gossiping

Very important for small talk are the questions tags, das deutsche „nicht wahr?“

Lovely food, isn't it?

Leyla is really pretty, isn't she?

The weather is rather awful today, don't you think?

That movie was a disaster, wasn't it?

You are expected to agree or at least not directly disagree.

That movie was a real disaster, wasn't it – Do you really think so? Well, I rather liked it, but I can understand that you might have found it a bit too romantic.

CAPITALIZE

Remember to capitalize

nationalities: French, German, English

countries: France, England, the Netherlands

languages: Scottish, Welsh, Italian, Swiss

das Ich: I

months and days of the week: Monday, January

KINDERFERIENKURS für die sechste Klasse vom 25.3. bis 26.3. (leider nur zwei Tage wegen Raummangels in der Jugendherberge Bingen). Es gibt noch Restplätze
Infos gibt's auf meiner Homepage unter Aktuelles.

Dieser Newsletter ist eine Idee von Nicole Tomberg, um kurz und knapp in unregelmäßigen Abständen Infos und Übungen in der englischen Sprache zu bieten.

Ihre Emailadresse habe ich von früheren Kontakten gespeichert.

Ich möchte Sie keinesfalls belästigen. Falls Sie also diesen Newsletter nicht zugesandt bekommen möchten, sagen Sie mir doch bitte kurz Bescheid und ich werde Ihre Adresse aus dem Verteiler löschen.

