

#4 'translation' topic (번역)

by 맘잉글리쉬 posted JAN 15, 2019

You need a translation of a document into a different language, and you have a friend who speaks that language.

Write a letter to your friend. In your letter

- explain what the document is and why you need a translation
- explain why this is urgent and important for you
- ask your friend if and when he/she will be able to help you

Dear Jane,

I hope you're well. I'm writing to ask for your help with a document that I need to have translated into French.

As you know, I've been given the opportunity to spend a semester at a business school in Paris. Well, they've asked me to provide a translated copy of my degree certificate along with the original.

I've been told that I must submit both documents this week in order to secure my place on the course. They will give my place to someone else if I don't get the translation done; I'm running out of time, and you're my only hope!

Do you think you could do me a big favour and give me an hour or so of your time either tomorrow or Wednesday? It shouldn't take you long to translate the certificate, and I can come to see you whenever suits you best.

If you're able to help, just let me know when you'd like me to pop round.

Speak soon

Chris

도움 되셨나요?

5.00 (1명)

★★★★★

★★★★★

★★★

★★

★

0

0

0

0

1

TAG *

아이엘츠 라이팅 샘플, 아이엘츠 스피킹 모범답안, 아이엘츠 라이팅 모범답안, 아이엘츠 화상영어, 망잉글리쉬, 아이엘츠 후기