

## Unit 19 Send it to me by e-mail.

### Can-do

Can-do 1 You can ask someone to do something.

Can-do 2 Able to offer to help someone.

### Grammar

#### 1. Vて ください。

This sentence pattern is used give directions and make requests. Use “て*te* form of verbs” before ‘ください’.

Example 1 <sup>か</sup>書いてください。(Please write.)

Example 2 <sup>はな</sup>話してください。(Please speak.)

#### 2. Vてform います。

This pattern indicates that an action or states is currently in progress or is continuing.

Example 1 <sup>いま おんがく き</sup>今、音楽を聞いています。(I’m now listening to the music.)

Example 2 <sup>てがみ か</sup>手紙を書いています。(I’m writing a letter.)

#### 3. Vましょうか

You can use this expression when voluntarily making an offer to your listener upon consideration of the listener’s needs and situations.

Example 1 <sup>てつだ</sup>手伝いましょうか。(Shall I help you?)

Example 2 <sup>あつ</sup>暑いですから、<sup>あ</sup>まどを開けましょうか。  
(Shall I open the window for you? Because it is hot.)