

Berufliche Situationen und Aufgaben aus der Berufsschule und Lehrwerkstatt

Mit Grammatikinhalten

## A new colleague from England

#### Exercises page 5, textbook

- 1. Übersetzen Sie unter Beachtung der Reihenfolge S V O im Satz.
  - a) Der Ausbilder zeigt John einen Bohrer.
- c) John feilt ein Werkstück und bohrt Löcher.
- b) Mit dem Haarlineal misst man die Ebenheit von Werkstücken.
- d) Man trifft freundliche Leute im Biergarten.
- 2. Bilden Sie die Fragesätze in Englisch.
  - a) In welchem Land produziert die Firma von Max?
  - b) Wer ist der Chef von Max und John?
- c) Wann kommt Max jeden Tag in die Werkstatt?
- d) Mit welchem Werkzeug wird die Ebenheit von Werkstückoberflächen geprüft?
- 3. Form the suitable tenses in the following sentences (Simple Present and Past Progressive).
  - a) Max (to wash) \_\_\_\_\_ his hands after work.
  - b) Look! John (to drill) \_\_\_\_\_ bores into the flat bar.
  - c) The instructor (to sit) \_\_\_\_\_ in his room now and (to examine) \_\_\_\_ the workpieces.
  - d) Please be quiet, John, I (to write down) \_\_\_\_\_\_ the measured value of the diameter.

- 1. a) The instructor shows John a drill.
  - b) With the straight edge you measure the flatness of workpieces.
  - c) John files a workpiece and drills bores.
  - d) You often meet friendly people in the Biergarten.
- 2. a) In which country does the company of Max produce?
  - b) Who is the boss of Max and John?
  - c) When does Max come to the workshop every day?
  - d) Which tool is used to check the flatness of workpiece surfaces?
- 3. a) Max washes his hands after work.
  - b) Look! John is drilling bores into the flat bar.
  - c) The instructor is sitting in his room now and examines the workpieces.
  - d) Please be quiet John, I am writing down the measured values of the diameter.

## Hand tools for vocational training

#### **Exercises** page 7, textbook

- 1. Which tools do you need to do the following jobs?
  - a) Setting a marker point for drilling.
  - b) Cutting a bar to a determined length.
  - c) Deburring a workpiece.
- 2. You have to assemble a device by using hexagonal screws and Torx-screws.
  - Which tools do you have to keep ready?
- 3. Which tool can be used for which work?
  - 1 screw tab
- a) to debur edges
- 2 hand file
- b) to tighten slotted screws
- 3 ring spanner
- c) to cut a thread
- 4 chisel 5 screw driver
- d) to loosen screws e) to smooth rough surfaces
- 5. Put the following verbs into the Simple Past and
  - add the Past Participle. b) to grind

4. Describe jobs you can do using:

c) an angle grinder cut-off wheel

c) to cut

b) a screw tab

d) to turn

a) to saw

- e) to file
- f) to break
- g) to wear

a) a twist drill

d) a hack saw

- h) to use
- 6. Name the Infinitive and the Past Participle of the following Past Tense verb forms.
  - a) found
- b) broke
- c) made
- d) went

## Lösungen der Exercises

- 1. a) You need a hammer and a centre punch.
  - b) You take a hack saw or an angle grinder.
  - c) You take a hand file for this job.
- 2. You need an open-end spanner and a Torx screw driver.
- 3. 1 c
  - 2 a
  - 3 d
  - 4 e
  - 5 b

- 5. a) to saw, sawed, sawed, sawn
  - b) to grind, ground,
  - c) to cut, cut,
  - d) to turn, turned, turned
  - e) to file, filed.
  - f) to break, broke,
- broken

broken

made

ground

cut

filed

- 6. a) found, to find, found
  - b) broke, to break,
  - c) made,
    - to make,
  - d) went, to go,
  - f) stored, to store,

e) drew.

- to draw,
- gone drawn stored

- 4. a) With a twist drill you can drill bores.
  - b) You can cut threads with a screw tap.
  - c) With an angle grinder cut-off wheel you cut bars.
  - d) A hack saw is used to cut bars.

## How to translate an operating instruction

<b>Exercises</b>	page 9, textbook
	operating instruction Nr. 10 and 11 as well as the warnings (left hand) into German. special words from the table "words".
11	
<b>⚠</b> Caution!	
<b>^</b> -	Warning
	<del>-</del>
_	<del>-</del>
-	_
-	
-	

## Lösungen der Exercises

Übersetzen Sie die Anleitung Nr. 10 und 11 sowie die Warnhinweise ins Deutsche. Verwenden Sie die deutschen Fachwörter aus der Tabelle "words", Seite 9 im Lehrbuch.

- 10. Bewegen Sie die Pinole mit dem Handhebel zur oberen Kante des Werkstücks und schalten Sie den elektrischen Antrieb ein.
- 11. Wenn die Bohrtiefe erreicht ist, wird der Antrieb ausgeschaltet und die Pinole wird zur Ausgangsposition zurückgestellt.



#### **∧** Vorsicht!

#### **Warnung**



- Bringen Sie Ihre Hände nicht zwischen den Handhebel und die Pinole
  - → Verletzungsgefahr!
- Bringen Sie ihre Hände nicht zwischen den Bohrkopf und die Pinole
  - → Quetschgefahr!
- Bringen Sie Ihre Hände nicht zwischen den Bohrtiefen-Anschlag und das Gehäuse
  - → Quetschgefahr!

## How to correct a machine fault of a lathe

#### Exercises page 11, textbook

- 1. Where do you find the information to correct a machine fault?
- 2. Name the German words for the English words.
  - a) chuck b) remedial measure c) error d) taper gib e) troubleshooting f) tailstock
- 3. Translate the described faults of the lathe in German.
  - a) The lathe does not turn cylindrically. b) The lathe does not produce accurate facing cuts.
- 4. Which remedial actions have to be carried out if the lathe does not produce a cleanly turned surface?
- 5. How can you guarantee after a remedial action that the machine fault has been corrected?
- 6. Write in the suitable preposition.
  - a) The panel display of the lathe is \_\_\_\_\_ the headstock.
  - b) The cross slide is positioned \_\_\_\_\_ the lathe side.
  - c) The skilled worker stands \_\_\_\_\_ of the lathe.
  - d) On Friday we worked \_\_\_\_\_\_ 7:30 \_\_\_\_\_ 11:30.

- 1. You can find it in the operation instruction of the machine.
- 2. a) Einspannfutter
  - b) Abhilfemaßnahme
  - c) Fehler
  - d) Keilleiste
  - e) Störungsbeseitigung
  - f) Reitstock
- 3. a) Die Drehmaschine dreht nicht zylindrisch.
  - b) Die Drehmaschine führt keine exakten Planschnitte aus.

- 4. The tool has to be clamped so that the overhang is as short as possible. The taper gib has to be adjusted correctly.
- 5. You should produce a sample shaft with a turning work that has been corrected.
- 6. a) The panel display of the lathe is over the headstock.
  - b) The cross slide is positioned on the lathe slide.
  - c) The skilled worker stands in front of the lathe.
  - d) On Friday we worked from 7:30 to 11:30 o'clock.

# How to order material by the internet

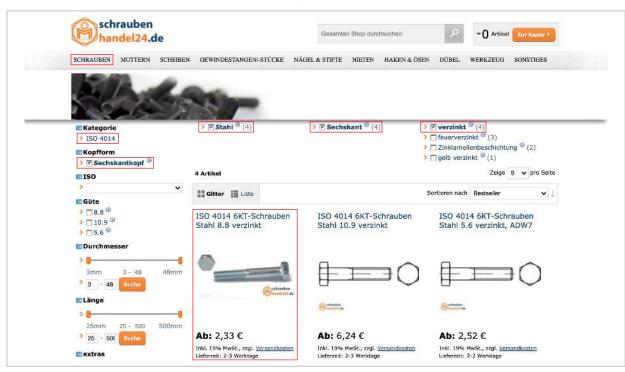
	xercises	page 13, textbook							
1.	master frequency	ural of the words:	company	w	teel /ay nife				
2.	Give the co slow near friendly	mparisons of the words	deep	ea	all asy xpensive				
	3. Put in the suitable tense:  a) If Max finds a cheap offer, he (to place) the order.  b) If you (to look) into the internet, you could have found the offer.								
	<ul> <li>a) If you set a mouse click, you (to see) the steel type on the screen.</li> <li>b) If you (not to choose) a suitable steel, an engine breakdown can happen.</li> <li>Go to the website of a screw manufacturer and place your order:</li> <li>200 pieces Hexagon screw ISO 4014 – M10 × 60 – 8.8</li> </ul>								
Lösungen der Exercises									
			Lösungen	der Exercises					
1.	Fill in the p	lural words:							
1.	master	masters	diameter	diameters	0.00.	steels			
1.	master frequency	masters frequencies	diameter company	diameters companies	way	ways			
1.	master	masters frequencies	diameter	diameters	0.00.				
1.	master frequency Frenchman	masters frequencies Frenchmen emparisons of the wor	diameter company piece ds:	diameters companies pieces	way knife	ways knives			
	master frequency Frenchman Give the co	masters frequencies Frenchmen	diameter company piece	diameters companies	way	ways			

- 3. a) If Max finds a cheap offer, he will place the order.
  - b) If you had looked into the internet, you could have found the offer.
- 4. a) If you set a mouse click, you will see the steel type on the screen.
  - b) If you don't choose a suitable steel an engine breakdown can happen.

5. Go to the website of a screw manufacturer and place your order: 200 pieces Hexagon screw ISO  $4014 - M 10 \times 60 - 8.8$ 

Google: Sechskantschrauben, Fachhandel  $\Rightarrow$  www.schraubenhandel24.de/













## How to place an order by a telephone call

**Exercises** page 15, textbook (Use your fantasy to formulate your answer.)

- 1. Give a response (answer) on the call.
  - a) Hello, I'm Linus Schmidt at Porsche, Stuttgart.
  - b) I want to speak to Mrs. Benson. Is that possible?
- c) This price for the material is not suitable for us.
- d) How many Euro is a GBP at the moment?

- 2. Perform the following tasks.
  - a) You begin a telephone call. Which formulation do you choose if you call friends?
  - b) You want to ask for a telephone number. Formulate a polite question.
  - c) You do not agree to the conditions of a deal. Express your negative answer.
- 3. Translate the telephone call into English. Make a dialog with your classmate.

Caller (Anrufer)	Receiver (Angerufener)
a) Hallo, Mr. Tushingham. Mein Name ist Denis Huber, FINE METALS, Deutschland.	Hallo Herr Huber. Hier ist Mr. Tushingham, Liverpool, Großbritannien
<ul><li>b) Ihre Firma hat auf der Messe in München vom 12. bis 16. Oktober einen Ausstellungsstand.</li></ul>	Ja, wir werden in dieser Zeit einen Stand auf der Messe in München haben. Wir laden Sie zu uns ein.
c) Wo finde ich Ihren Stand auf der Messe?	Unser Stand ist in der Halle 8a und hat die Nr. 72.
d) Ich werde Sie auf Ihrem Stand besuchen.	Ich freue mich, Ihnen unsere Produkte zu zeigen.

- 1. (These answers or only an expample. Other answers are possible.)
  - a) Good morning, my name is Rick Ashley, I'm sales manager at Porsche Liverpool UK.
  - b) Mrs Benson is not at her place. She will return at 2:30 p.m.
  - c) Well, I can offer you a discount of 6.5% of the original price.
  - d) Today the exchange rate is 0.8585 € per GBP.
- 2. (The formulation depends on the familiarity of the person you call.)
  - a) Hello, Robert speaking. How do you do?
  - b) I would like to talk to Mrs. Monroe. Could you give me her number?
  - c) I'm sorry, but the price is too high for our company.

3.		Caller	Receiver
	a)	Hello, Mr. Tushingham. My name is Denis Huber at FINE METALS, Germany.	Hello, Mr. Huber, this is Chris Tushingham at METALS UNITED, Liverpool UK.
	b)	Your company has a stand on the trade fair in Munich from October 12 <sup>th</sup> to 16 <sup>th</sup> .	Yes, we will have a stand on the trade fair in Munich at this time. I would like to invite you to see us there.
	c)	Where can I find your stand on the trade fair?	Our stand will be in hall 8a with the number 72.
	d)	I will visit you at your stand and hope to meet you.	I am looking forward to showing you our products.

## How to use an assembly instruction

#### Exercises page 17, textbook

- 1. Translate into English.
  - a) Der Auszubildende prüft die Vollständigkeit der Bauteile für die Säge.
  - b) Die Gehrungssäge hat viele Anwendungen.
- 2. Formulate the instruction for the action.
  - a) The screw shall be tightened.
  - b) The handle shall not be fixed.
- 3. Formulate a relative clause with the following two sentences: The operations of the saw are tested. They are the advantage of this device.
- Translate into English.
   Nach der Montage muss die Funktion der Säge geprüft werden.

- 5. Put into the passive voice.
  - a) The instructor showed them the functions of the pillar drill.
  - b) The assembly instruction describes the parts of the saw.
  - 3D-animations demonstrate the assembly of the device.
- 6. Complete the sentence with the functional parts in the figure of the mitre-box saw (page 16) about the operations of the saw.
  - a) The guide rods of the saw bow guarantee ...
  - b) The saw blade tension is regulated ...
  - c) With the length end stop you define ...

- 1. a) The apprentice checks (controls) the completeness of the parts for the saw.
  - b) The mitre-box saw has many operations.
- 2. a) Tighten the screw.
  - b) Don't fix the handle.
- 3. The operations of the saw, which are the advantage of this device, are tested.
- 4. After finishing the assembly, the function of the saw must be tested.
- 5. a) The functions of the pillar drill were shown to them by the instructor.
  - b) The parts of the saw are described in (by) the assembly instruction.
  - c) The assembly of the device is demonstrated by a 3D-animation.
- 6. a) The guide rods of the saw guarantee the exact running of the saw blade.
  - b) The saw blade tension is regulated by an adjustment screw.
  - c) With the length end stop you define the length of the workpiece you saw.

## How to carry out the lubrication service of a pillar drill

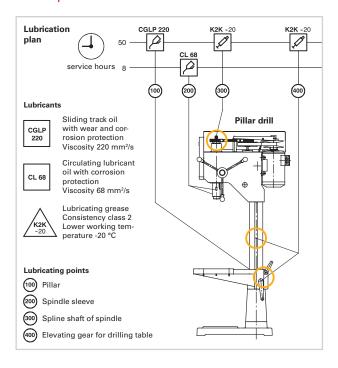
#### Exercises page 19, textbook

- 1. Give a professional answer.
  - a) At which lubricating points of the pillar drill do you have to use lubricating grease?
     Show it in the lubrication plan left hand.
  - b) Which additives contain the lubricant oil for pillar drills?
  - c) Where do you find the lubrication plan for a machine in your workshop?
  - d) Which tools do you need to carry out the lubrication service?
  - e) What do you have to document after making the lubrication service?

- 2. Translate into English
  - a) Achtung! Benutze nicht das falsche Schmieröl zum Abschmieren der Bohrmaschine.
  - b) Der Auszubildende muss den passenden Bohrertyp für eine Bohrarbeit auswählen.
  - c) Man sollte nicht mit Alltagskleidung an Werkzeugmaschinen arbeiten.
  - d) Letzte Woche habe ich an der Drehmaschine gearbeitet.
  - e) Nachdem die Arbeit ausgeführt war, informierte der Auszubildende seinen Ausbilder.
  - f) Bis heute konnte ich keine Arbeiten an der Drehmaschine ausführen.

#### Lösungen der Exercises

1. a) You have to used the lubrication grease in the places of the pillar drill that show the symbol of the grease gun in the lubrication plan.



- b) It contains additives for wear and corrosion protection.
- c) You find it in the documents of the machine.
- d) You need a bench oiler and a grease gun.
- e) You have to document:
  - The kind and date of the service.
  - Any abnormalities of the machine.
- a) Attention! Don't use the wrong lubricant oil for the lubrication service of the pillar drill
  - b) The apprentice must choose the suitable drill type for a drilling work.
  - c) You shouldn't work in private clothes at a machine tool.
  - d) Last week I worked at the lathe.
  - e) After the work had been finished, the apprentice informed his instructor.
  - f) Until today I haven't been able to do any works at the lathe.

## How to handle electricity in the shop floor

#### page 21, textbook **Exercises**

- 1. Which English word belongs to the suitable German word?
  - 1 current rating
- a) elektrischer Strom
- 2 dangerous to life
- b) elektrischer Störfall
- 3 electric current
- c) Installationsleitung
- 4 installation line
- d) lebensgefährlich
- 5 electric breakdown e) Stromstärke
- 2. Describe in English the functions which the devices have.
  - a) electric counter
- b) lines
- c) distribution box
- d) plug socket
- e) power rating plate f) motor overload switch
- 3. What is a skilled worker in a workshop
  - a) allowed to do in case of an electric breakdown?
  - b) not allowed to do?

- 4. Describe the devices and installations the electric current runs through from the entry of the workshop to the machine tool motor.
- 5. In which box do you find the control units and overload switches for the electric motor?
- 6. Put the following direct speech into a sentence with reported speech.
  - a) The instructor says: "You can ask me if you have a question."
  - b) The apprentice asked: "Where can I find the automatic cut-out of the pillar drill?"
  - c) The instructor said: "In case of an electric breakdown you must check the cut-outs and motor overload switches."
  - d) The apprentice asked: "Shall I open the housing of the hand drill if there is an electric fault"?

- 1. 1 e
  - 2 d
  - 3 a
  - 4 c
  - 5 b
- 2. a) An electric counter measures the electric consumption.
  - b) The lines conduct the electric current.
  - c) In the distribution box the electric current is distributed to the lines of the electric devices and plug sockets.
  - d) With plug sockets you can connect an electric device to the current.
  - e) On the power rating plate of an electric motor the characteristic electric values are labelled.
  - f) The motor overload switch interrupts the current in case of a motor overload.
- 3. a) The skilled worker is allowed to check the cut-outs and the motor overload switches in the electric switch cabinet of the machine and in the distribution box.
  - b) He is not allowed to change or repair anything in the electric installation.

- 4. The electric current runs trough:
  - Lines the electric counter lines the cutout - lines to the switch cabinet - motor overload switch - lines to the motor - connecting box of the motor - lines to the motor windings.
- You find it in the electric switch cabinet of the machine.
- a) The instructor says, that you can ask him if you have a question.
  - b) The apprentice asked, where he could find the automatic cut-out of the pillar drill.
  - c) The instructor said, that in case of an electric breakdown you had to check the cutouts and motor overload switches.
  - d) The apprentice asked, if he should open the housing of the hand drill if there was an electric fault.

Exercises

## How to apply for a job in an English company

# Name the tense, which is used in the following sentences. a) The sun is shining at the moment.

page 23, textbook

- b) John has been in Germany for six months.
- c) Max will stay in England for half a year.
- 2. Put the following sentence into the required tense: I work in the workshop.
  - a) Simple Past
- b) Past Progressive
- c) Will Future
- d) Conditional

- 3. Translate into English using the suitable tenses.
  - a) Ich schreibe Ihnen, um mich für eine Position in Ihrer Firma zu bewerben.
  - b) Nächsten Monat werde ich nach England reisen.
  - c) Wenn ich in Manchester wäre, würde ich ein Fußballspiel von Manchester United besuchen.
  - d) Max freut sich auf seinen Aufenthalt in der englischen Fabrik.
- 4. Put the verbs in brackets into the suitable tenses (consider the keywords).
  - a) At the beginning the instructor \_\_\_\_\_\_ to the apprentices. (to talk)
  - b) What \_\_\_\_\_ Max at the moment? (to do)
  - c) My father \_\_\_\_\_ at FINE METALS, when he \_\_\_\_\_ young. (to work, to be)
  - d) When Max \_\_\_\_\_ his work, he \_\_\_\_\_ the workbench. (to finish, to clean)

- 1. a) Present Progressive
  - b) Present Perfect
  - c) Will Future
- 2. a) I worked in the workshop.
  - b) I was working in the workshop.
  - c) I will work in the workshop.
  - d) I would work in the workshop.
- 3. a) I am writing to you to apply for a position in your company.
  - b) Next month I will travel to England.
  - c) If I were in Manchester, I would visit a football match of Manchester United.
  - d) Max is looking forward to his stay in an English factory.
- 4. a) At the beginning the instructor talked to the apprentices.
  - b) What is Max doing at the moment?
  - c) My father was working at FINE METALS when he was young.
  - d) When Max had finished his work, he cleaned the workbench.