



Unit 8 — Erste Mediation: A German E-mail

Track E · Klasse 7 · Niveau E

Learning objectives

- *I can explain the gist of a short German message in three or four English sentences for a clear addressee and purpose.*
- *I can choose what to keep, paraphrase, or leave out depending on what the addressee needs to know.*
- *I can use simple reporting verbs (says, explains, asks, advises) instead of literal translation.*

Lead-in

Aisha's mother forwarded an e-mail from the school. The e-mail was in German. Aisha needed to explain it to her cousin in Manchester before the weekend, because the school trip date had moved. The e-mail had four paragraphs and one list. Aisha did not need to translate them. She only had to tell her cousin what to put in his diary.

Vocabulary

- sagen
- erklären
- erwähnen
- empfehlen / raten
- fragen
- bitten
- antworten

Practise

- "Treffpunkt bleibt der Hauptbahnhof, jedoch 15 Minuten früher."
- "Mit freundlichen Grüßen, die school administration (Schulleitung)."
- "Bitte denken Sie daran, dass festes Schuhwerk verpflichtend ist."
- "Liebe Eltern,"
- "Mama hat angerufen und gesagt, sie kommt zehn Minuten später." → ____

Your turn

mediation ("Mediation") task — *The Forwarded Message*. Your German cousin forwards you a real-looking e-mail (provided on the slide). Your job: write a short English message (60–120 words depending on Niveau) to your English-speaking friend explaining what to do.

Reflect

- I can explain the gist of a German message in English with a clear addressee.
- I can drop ceremony lines and keep what the receiver needs.
- I can use *says / explains / asks / advises* instead of literal translation.