

POLICE PROCEDURE

First, watch sergeant Nick Angel in action:

'Hot Fuzz Bar Scene'

<https://www.youtube.com/watch?v=7k6byT5Sn8k>

VOCABULARY

NOUNS

Police officers

Constable

Detective Constable

Sergeant

Detective Sergeant

Inspector

Detective Inspector

Chief Inspector

Detective Chief Inspector

Superintendent

Chief Superintendent

Evidence

Pursuit

A mugshot / a police photograph / a booking photograph

A crime / an offence

A criminal / an offender / a felon

A victim / a victim of crime

A shoplifter / a thief

Shoplifting / stealing / theft

A suspect

A witness

VERBS

To shoplift / to steal

To read s.o. their rights

To arrest / arrested / arrested

To handcuff s.o. / to cuff s.o.

To take s.o. into custody / to hold s.o. in custody

To jail s.o. / to lock s.o. up

To press charges / to charge s.o. / to prosecute

To release s.o. / to let s.o. go

To fingerprint s.o. / to take their fingerprints

To question s.o. / to interrogate s.o.

To caution s.o. / to reprimand s.o. formally

To pursue s.o. / to chase s.o.

To make a statement / to take a statement

To resist arrest

QUESTIONS: 'HotFuzzshoplifting' - https://www.youtube.com/watch?v=_wjTopWZaVc

1) Where did the crime take place?

2) What crime or crimes were committed?

3) What did the policeman do next?

4) What did the suspect do next?

5) What happened to the suspect at the police station?



<https://www.youtube.com/watch?v=WeRLisJ2MPA>

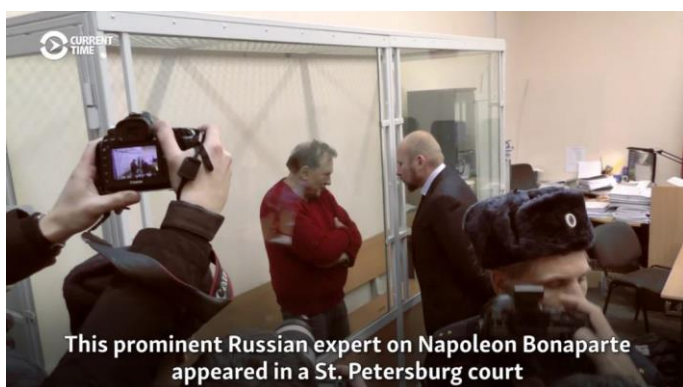
A well-known Russian historian has confessed to murdering his partner, his lawyer says, after he was found in a river with a backpack containing a woman's arms. Oleg Sokolov, 63, was drunk and fell into the river as he tried to dispose of body parts, Russian media said. Police then found the decapitated corpse of Anastasia Yeshchenko, 24, at his home in the city of St Petersburg.

"He has admitted his guilt," his lawyer, Alexander Pochuyev, told AFP news agency, adding that the historian regretted what he had done and was now co-operating.

Prof Sokolov is a Napoleon expert who has received France's Légion d'Honneur. He lived with Ms Yeshchenko in a flat by the Moika river in St Petersburg, and they had been together for three years. They were experts on French history: she was a postgraduate student at St Petersburg State University and had co-authored some works with him. They both enjoyed wearing period costume, with him dressed as Napoleon, and participated in historical re-enactments.

Prof Sokolov was treated in hospital for hypothermia, after rescuers pulled him out of the icy water early on Saturday, and is now in police custody. He is suspected of having killed Ms Yeshchenko with a sawn-off shotgun before dismembering the body. A stun pistol was found in the backpack along with the woman's arms. The shotgun, knives, an axe and ammunition were also found in his apartment, Interfax news agency reported. Prof Sokolov reportedly told police he had killed Ms Yeshchenko during an argument and had then cut off her head, arms and legs. He planned to get rid of the body before publicly taking his own life dressed as Napoleon.

According to students, quoted by AFP, Prof Sokolov enjoyed speaking French, did impressions of Napoleon, and called Ms Yeshchenko "Josephine" and asked to be addressed as "Sire". Some students at the university, quoted by Russian media, described the professor as "eccentric" and a woman student said she had complained to the police about his behaviour previously. A St Petersburg local councillor and former student of the professor, Vasily Kunin, has tweeted that he raised concerns about Prof Sokolov's behaviour but the university authorities did not act on his complaint. More than 2,000 people have now signed an online petition demanding an inquiry into the university management and the history faculty's director.



This prominent Russian expert on Napoleon Bonaparte appeared in a St. Petersburg court





What do we know about the victim?

Ms Yeshchenko moved to St Petersburg to study from Krasnodar region in southern Russia, and was a postgraduate student at the time of her death.

"She was quiet, sweet and always the ideal student," an acquaintance told Russia's RIA news agency. "Absolutely everyone knew about their relationship."

Russian media report that her mother is a police lieutenant colonel and her father a school PE teacher. A brother once played as a goalkeeper for the national junior football team. The papers here are full of details of this murder, the tragic and gruesome tale of a brilliant and beautiful young student shot and dismembered by her 63-year old former professor-turned-lover. In these accounts, Oleg Sokolov emerges as a historian whose interest in Napoleon bordered on the obsessive. He had a glittering CV as a respected expert on French military history, who had been visiting professor at the Sorbonne. He was also a major figure in the world of historical re-enactment.

One friend told Komsomolskaya Pravda newspaper the professor had organised costume balls and picnics, as well as recreating battles. But organisations he's been linked to have now removed his name from their websites. Anastasia Yeshchenko's three-year-long affair with the married professor was common knowledge at the university. Friends say she was a top student, highly intelligent, who shared her lover's passion for Napoleonic history. One person described the professor as "eccentric but not aggressive"; others claimed he considered himself Napoleon reincarnated.

Anastasia's brother told RBK Media that she called him in tears in the early hours of 8 November 2019, saying the couple had had a furious row because the professor was jealous. She was planning to spend the night at a student hostel.

At 01:49 the two spoke again, and Anastasia told her brother she was fine. It was the last anyone heard from her. Prof Sokolov was also a member of France's Institute of Social Science, Economics and Politics (Issep), which on Saturday said it had removed him from his position on its scientific committee.

"We learn with horror... the atrocious crime of which Oleg Sokolov is allegedly guilty," it said in a statement. "We could not have imagined that he could commit such an odious act."

The Oleg Sokolov Case

1. What was the crime?
2. When and where did the crime take place?
3. Who was the victim?
4. What was her job?
5. How did the people who knew her describe her?
6. Who was the perpetrator?
7. What was his job?
8. How did the people who knew him describe him?
9. What was the relationship between the victim and perpetrator?
10. How old was she when they met?
11. How old was he when they met?
12. What did they do in their spare time together?
13. How did the victim die?
14. Is the Professor guilty or not guilty?
15. What was the evidence against him?
16. What was his apparent motive?
17. What did he plan to do after the crime?
18. Was anyone concerned about the Professor's behaviour before the crime took place?
19. Was the University concerned about the Professor's behaviour before the crime took place?
20. Were there any mitigating circumstances?

DISCUSSION

If you were Oleg Sokolov's lawyer, what would you have advised him to do at the police station?

What do you think should happen to him now?

How long should his sentence be?

Why?

WEBQUEST: Where is Oleg Sokolov now and what is his legal situation?



1) First, watch the video: <https://www.youtube.com/watch?v=TjBgNwAVLWQ>
Gringo: The Dangerous Life of John McAfee | Official Trailer | A Film by Nanette Burstein

What crimes is John McAfee accused of?

2) Now read the text below and put the words in brackets into the correct form

John McAfee (1945–2021) was a British-American computer programmer, software engineer and businessman whose life-long quest for individual freedom led to him becoming a (1)..... (crime) and a fugitive from justice who eventually (2)..... (die) in jail.

In 1987, he became rich and famous after producing the first commercial anti-virus software, founding McAfee Associates to sell, market and distribute his creation. He resigned in 1994 and (3)..... (sell) his remaining stake in the company for \$100 million.

He then retired to Belize where his life deteriorated into a series of increasingly paranoid obsessions, involving drugs, crime, firearms and revenge. In 2012, his house (4)..... (raid) by the Belize Police Department and he (5)..... (arrest) for (6)..... (drug) and (7)..... (not legal) possession of a gun. The authorities also accused him of (8)..... (rape) a young woman. He was eventually released without charge although the Belize authorities seized his assets.

Later that year, his house burned down in suspicious circumstances and McAfee found himself suspected of involvement in the killing of his neighbour, American expatriate Gregory Viant Faull, who (9)..... (shoot) dead at his home on the island of Ambergris Caye. In an interview with *Wired* magazine, McAfee said he was (10)..... (no guilt) of any crime but was sure that the police wanted to kill him, so he refused (11)..... (interrogate) and left Belize in secret, evading capture. Belize's Prime Minister, Dean Barrow, called him "extremely paranoid, even mad".

In December, he appeared in Guatemala City, where he unsuccessfully (12)..... (seek) political asylum but was accused of entering Guatemala (13)..... (not legal) and (14)..... (deport) to the United States.



Here, he joined the Libertarian Party, claiming that taxes were unconstitutional and that he (15)..... (not pay) any since 2014, as a form of political protest. He (16)..... (stand) for US President in the 2016 election, which he (17)..... (lose) to Donald Trump.

In 2019, McAfee decided to conduct a second presidential campaign "in exile" by living on a yacht in international waters. When he docked at Puerto Plata in the Dominican Republic to take on supplies, however, the police (18)..... (charge) him with carrying high-calibre military-style weapons and ammunition. The guns (19)..... (confiscate) by the authorities, McAfee (20)..... (detain) for four days and released.

In 2020, McAfee (21)..... (try) to visit Germany while defying anti-Covid-19 measures and refusing to wear either gloves or a mask. He was denied entry. Later that year, the Spanish police arrested him at the request of the United States Department of Justice for (22)..... (evade tax). By his own admission, he (23)..... (earn) millions of dollars from 2014 to 2018 but (24)..... (fail) to file any income tax returns in the USA.

McAfee (25)..... (jail) in Spain, pending (26)..... (extradite) to the United States. On 23 June 2021, Spain (27)..... (authorize) his expulsion to face charges in Tennessee. A few hours later, apparently, he (28)..... (hang) himself in his cell and died although his family suspects that he (29)..... (murder). An inquiry (30)..... (hold) later this year into his mysterious death in police custody.

E N D O R S E M E N T



JOHN MCAFEE
LIBERTARIAN PARTY NOMINATION
FOR PRESIDENT, 2016





In January 2022, Declan Haughney (go) to the post office in Carlow, Ireland, for his uncle, Peadar Doyle's, pension. He (explain) that he (live) with his uncle for some years and, that, unfortunately the old man (not feel) well that day so he (ask) him (collect) the sum of 246 euros on his behalf.

The postmaster (say) that only the pensioner himself (can) collect the money so Declan Haughney (leave) the post office and (return) some time later with his friend, Gareth Coakley, and his uncle, who (appear) very grey with a hat on his head and a pullover covering his face, standing unsteadily between the two men.

At this point, the postmaster (want) to know if the pensioner (be) unwell but the uncle (not reply). Declan Haughney then (declare) that the old man (have) a heart attack and (drop) his body on the floor of the post office. By now, everyone (realize) that the man (die), probably some time before, and the emergency services (call).

While Peadar Doyle's lifeless corpse (receive) the last rites from the local priest, the police (arrest) Declan Haughney and Gareth Coakley and (charge) them with fraud and deception.

During the trial, Declan Haughney (suggest) that his uncle (might die) during the five-minute walk from his house to the post office. At this point, he and his friend (link) arms with him and (carry) him the rest of the way. He also (accuse) the police of being unduly suspicious simply because, by an unfortunate coincidence, he (serve) two years in prison for stealing from his aunt.

In July 2023, both defendants (find) guilty and (serve) two-and-a-half years in jail.

Since the trial, journalists (compare) the case to the Hollywood film, 'Weekend at Bernie's', starring Andrew McCarthy and Jonathan Silverman, in which a pair of insurance salesmen (carry) around the body of their murdered boss and (pretend) he (be) still alive.

While they (try) to cover up his death, they manage (lose) and (recover) his corpse, which is clothed and wearing tinted glasses, several times.

Neither of the fictional culprits (end) up in prison, though.





THE STUDY OF LAW

Lead-in

The study of law differs from country to country, but most law degree programmes¹ include **core** [compulsory] subjects which all students must take. Which core courses are typical in your country? How long does it take to complete a law degree?

Reading 1: A career in law

1 Read the text below and answer these questions.

- 1 Which courses do law students in the UK have to take?
- 2 Which optional courses might a student who wants to work in a big law firm take?

The study of law is intellectually stimulating and challenging, and can lead to a variety of interesting careers.

In the UK and the USA, law degree programmes usually take three years to complete. In the UK, these programmes typically include core subjects such as **criminal law**, contract law, tort law, **land law**, **equity and trusts**, **administrative law** and **constitutional law**. In addition, students are often required to take courses covering skills such as legal writing and legal research.

There is also a variety of optional (elective) courses available. Since many law students go on to become lawyers, students often take courses that will be useful to them during their future careers. Someone wishing to run a small **partnership** or to work alone as a **sole practitioner** in a small town may decide to take subjects such as **family law**, **employment law** and **housing law**. Those wishing to work in a large **law practice** will consider subjects such as **company law**, **commercial law** and **litigation and arbitration**.

Many universities also offer courses on legal practice. Courses like this give students the opportunity to experience the work of a lawyer before deciding on a career in the law. Another way of finding out more about law in practice is to get involved with a voluntary advice centre or **law clinic**. These clinics offer free **legal assistance** to the local community and provide a useful introduction to some of the day-to-day work of a lawyer.

For students wishing to work in a commercial practice, knowledge of foreign languages is essential. When **law firms** hire new recruits, they generally look at four things: education, personality, work experience and language ability. Since English is the language of the international legal community, law firms increasingly expect graduates to have a good command of English.

- 2 Read the text again and decide whether these statements are true (T) or false (F). If the statement is false, correct it.
- 1 A course in family law is usually included among the core subjects at law schools in the UK.
 - 2 Some law degree programmes offer courses in some of the important skills that lawyers need in order to do their work, such as legal writing or legal English.
 - 3 Law clinics give law students the opportunity to learn about the legal problems of the medical profession.
 - 4 Today, commercial law firms expect recruits to be completely fluent in English.
- 3 When you record vocabulary, you should try to write down as many collocations as you can, and not only single words.
How many collocations with the words *legal* (e.g. *legal writing*) and *law* (e.g. *law firm*) can you find in the text?

Speaking 1: Law firms and courses

- 4 Discuss these questions with a partner. Look at the sample responses.
- 1 What type of law firm do you (think you would like to) work in?
I'd like to work as a sole practitioner, as I'd prefer to be my own boss.
I think a big law firm would be exciting.
 - 2 Which optional courses are you taking / did you take during your studies?
This semester, I'm taking an elective course in environmental law.
I took a course on human rights law when I was in law school.

Reading 2: Course descriptions

- 5 Reading texts in a foreign language often means encountering unfamiliar words. Discuss these questions with a partner.
- 1 What is the best way to deal with unfamiliar words in a text?
 - 2 Read the following list of strategies and discuss how useful they are. What factors might affect the strategy you use?
 - ☐ Try to understand the new word with the help of surrounding words.
 - ☐ Look up every unknown word in a dictionary.
 - ☐ Ignore the unknown word and read on.
 - ☐ Look up some new words, ignore others.
 - ☐ Analyse the unknown word: ask what part of speech it is (a noun or an adjective, for example); if it has a root or a prefix (Latin or French, for example) that may help you understand it; if it has a positive or negative meaning, etc.

Keep these strategies in mind when reading the text on page 10.

- 7 Complete the extract below from a law textbook by using the verbs in the box and check your answer to Exercise 6.

are tried is brought is committed is committed is fined is punished
is put is resolved was caused

A crime is a wrong which **1)** against society. The wrongdoer **2)** : he or she **3)** in prison or **4)** a sum of money. A tort, on the other hand, is a wrong which **5)** against an individual. The injured party can sue the wrongdoer and receive damages from the court. Criminal sanctions exist to make society safer and to keep people from committing certain acts. Tort remedies exist to make the injured party whole again for the harm which **6)** by the wrongdoer.

A key difference between the two is that a crime requires a criminal intent (*mens rea*), whereas a tort can result without intent to cause harm on the wrongdoer's part.

Crimes **7)** in the criminal courts. An action **8)** by a governmental body against the wrongdoer. A tort, conversely, **9)** in the civil courts; the injured party brings an action against the wrongdoer.

- 8 Give a short presentation on the main differences between a crime and a tort. Include these points: the parties, the outcomes, the terminology and procedure and the standard of proof. Refer to your own jurisdiction in your presentation.

Language use 1: Passive constructions

- 9 The textbook excerpt above contains several examples of passive verb constructions. Why do you think the passive voice is used in these sentences? In which of the examples above is the agent of the action (the subject which carries out the action) named?

- 10 Complete these rules for forming passive constructions:

- ☐ The passive consists of two verb forms. The first is a form of the auxiliary verb **1)** The second is the **2)** form of the main verb.
- ☐ Usually, the agent is not named in a passive sentence. If the agent is named, it is often expressed in a phrase beginning with the preposition **3)**

To: **T. Blackwell**

From: **M. Martínez**

Subject: **Spanish property purchase**

Dear Ms Blackwell

Thank you for your email of 15 May, in which you request my services as legal counsel for your client, Mr Watson.

Allow me to provide some information regarding my professional background. As a Spanish lawyer specialising in the sale of real property, I have 15 years' experience in assisting buyers from the UK in purchasing holiday or retirement homes in the Costa del Sol region. During this time, I have provided my services for the successful completion of hundreds of real-estate transactions. I have not only accompanied my clients through all of the steps involved in the process of buying a home in Spain, from drawing up an initial pre-sale contract to final completion, but have also gained particular expertise in negotiating the terms of sale of real property. May I also add that I have studied law in both Spain and England, and therefore possess knowledge of the legal systems of both countries. I also speak English fluently.

I would appreciate it very much if you would inform Mr Watson that I would be happy to assist him in purchasing a home. Please could you forward this email to him and ask him to contact me at his convenience.

Thank you for your assistance in this matter.

Yours sincerely

Mateo Martínez

FORMAL LETTERS

PRESENTATION

In the word of work, if you want your message to be taken seriously, you have to present it professionally. Format is important: a business letter must look like a business letter; an e-mail has to look like an e-mail.

1a) In English, a typical business letter looks like this:

<i>EUROPOL Bank</i> 1 Bridge Street, Cambridge, CB2 1LR. Tel.: (41) 1223 56789 Fax.: (41) 1223 56788 E-mail: klein_a @ EUROPOL.co.uk 1 March 2018 Harold Harrison 17 Green Lane Cambridge CB2 9PL Dear Mr Harrison <u>Confirmation of your overdraft</u> Following our meeting last week, I am writing to confirm that Europol Bank has authorised you to overdraw your euro account, no. 0436598172, by up to €500. As I explained, our current accounts allow customers an interest-free overdraft of up to €100 but we will have to charge you 1.45% interest per month on the outstanding €400, plus a €10 fee. The interest will be charged at the beginning of next month when your salary comes through. In the meantime, you can withdraw an extra €500 if necessary. If, however, you discover that you do not need to borrow more than €100 after all, you will not be charged for this service. If you have any questions about this or need any further information, please do not hesitate to contact me at the above address and telephone number. Yours sincerely <i>Andrea Klein</i> Andrea Klein (Personal Banker)
--

1b) Study the conventional format of a formal letter. Business correspondence should look like this:

NAME, ADDRESS, PHONE, FAX, E-MAIL OF THE SENDER'S ORGANISATION



EUROPOL Bank

1 Bridge Street, Cambridge, CB2 1LR.

Tel.: (41) 1223 56789

Fax.: (41) 1223 56788

E-mail: klein_a @ EFTAM.co.uk

1 March 2018 ← *DATE*

Harold Harrison ← *NAME & ADDRESS OF THE RECIPIENT*

17 Green Lane

Cambridge CB2 9PL

Dear Mr Harrison ← *SALUTATION*

Confirmation of your overdraft ← *THE SUBJECT OF THE LETTER*

Following our meeting last week, I am writing to confirm that Europol Bank has authorised you to overdraw your euro account, no. 0436598172, by up to €500.



↙ *THE MESSAGE* ↘

As I explained, our current accounts allow customers an interest-free overdraft of up to €100 but we will have to charge you 1.45% interest per month on the outstanding €400, plus a €10 fee. The interest will be charged at the beginning of next month when your salary comes through. In the meantime, you can withdraw an extra €500 if necessary. If, however, you discover that you do not need to borrow more than €100 after all, you will not be charged for this service.

If you have any questions about this or need any further information, please do not hesitate to contact me at the above address and telephone number.

Yours sincerely ← *CONVENTIONAL ENDING*

Andrea Klein ← *SIGNATURE OF THE SENDER*

Andrea Klein (Personal Banker) ← *NAME AND JOB TITLE OF THE SENDER*

BUSINESS LETTERS: Conventional Order of Steps

Step 1: SALUTATION:

If you know the name of the recipient: *Dear Mr Smith* (for a man) / *Dear Ms Jones* (for a woman)

If you do not know the name of the recipient: *Dear Sir* (for a man) / *Dear Madam* (for a woman)

If you do not know the name or the sex of the recipient: *Dear Sir or Madam*

For a company: *Dear Sirs*

Step 2: TITLE: The subject of the letter (printed on a line). For example,

Reply to e-mail / phone-call / fax / letter (date)...

Request for...

Re: _____ (This means 'with reference to...' / 'this is about...')

Step 3: EXPOSITION: Explain the situation. State the main facts and all relevant information.

Step 4: REQUIREMENTS: Explain what you want the addressee to do.

I was wondering if you could tell me... Would it be possible to...? Could you possibly...?

If possible, I'd like... I would like... Would you... Could I/you/it... Can I/you/it...

Step 5: INVITATION TO FURTHER COMMUNICATION: Invite the recipient to contact you.

In the meantime, I am available at the above address and telephone number.

I look forward to hearing from you.

Step 6: CONVENTIONAL ENDING:

Yours sincerely if you know the name and if you started the letter with *Dear Mr / Ms...*

Yours faithfully if you do not know the name and if you started the letter with *Dear Sir / Madam*

Step 7: IDENTIFICATION: Signature, then full name and job title, printed clearly.

NB. **Steps 1, 2, 3, 5, 6 & 7** are always necessary. **Step 4** is optional if, for example, your letter is simply providing the recipient with information.

2a) Which part of the text realises each **Step** ? Put the number of each **Step** in the correct box below.
For example: INVITATION TO FURTHER COMMUNICATION = (5)

Biggs & Kray Ltd. 117 Mile End Road London E17 Tel.: (44) 0180 623975 Fax.: (44) 0180 623976 E-mail: b_and_k @ tealeaf.co.uk
1 January 2018
The Manager Europol Bank 82 Dock Green Road London SE11
Dear Sir or Madam (1)
<u>Standing Order (2)</u>
This year, Biggs and Kray Ltd. have decided to lease a company car from Ferretti Motors Ltd. of 52 Chapel Street, Stepney. If possible, we would like to pay them by standing order on the thirteenth of each month, beginning in January (3).
Would you therefore arrange to pay Mr Gino Ferretti the sum of £400 a month by standing order from our current account, no. 0645739281, at Europol Bank to his account, no. 0948576321, at the Belgravia branch of VIP Bank ? I would be obliged if you could also confirm that this arrangement has been made (4).
I look forward to hearing from you (5).
Yours faithfully (6)
<i>Roger Kray</i> (7) Roger Kray (Managing Director)

CONVENTIONAL ENDING Number:	EXPOSITION Number:	IDENTIFICATION Number:
REQUIREMENTS Number:	TITLE Number:	SALUTATION Number:

2b) Now read letter 2a. again. What is the **purpose** of Mr Kray's message ?

- (a) to request a direct debit.
- (b) to cancel a standing order.
- (c) to request a standing order.
- (d) to obtain information.

3) WRITING ACTIVITY

Now write a letter to Ms Jane Doe at your local branch of Europol bank. Imagine that there was an error on your last bank statement. On the second day of every month, you pay €500 in rent by standing order to Mr Stevens of 17 Hills Road, Bristol BR4 2HJ. In May, however, Europol Bank debited the sum of €500 three times instead of once. As a result, you are now overdrawn by €900. Your **purpose** is to make them rectify the error, your **objective** is to have your money back as soon as possible.

Reading 2: Letter of invitation

The law faculty of a large university has invited a distinguished scholar, Professor Zhang Lin, to speak on the subject of Chinese arbitration law. Nicholas O'Brien, a law student at the university, has written to Professor Zhang.

- 7** Read the letter on page 86 and answer these questions.
 - 1** What does Nicholas invite Professor Zhang to do?
 - 2** What will the simulated arbitration be about?
 - 3** What does Nicholas offer to send to Professor Zhang?

Dear Professor Zhang

I am a student of law at University College, Dublin, Ireland, and a member of the European Law Students' Association (ELSA). This semester, I am taking a course on alternative dispute resolution, and we are also learning about ADR in China. My lecturer, Professor Peter Donnelly, has informed me that you are visiting the university and giving a presentation on the subject of Chinese arbitration law on 11 March. ELSA will advertise your talk on its website and on campus. I'm certain that many students will attend.

On behalf of ELSA I would like to invite you to take part in a simulated arbitration, which will be carried out by students taking the ADR course. We are holding the simulation the morning of 12 March, and very much hope that you will have time to participate. We have selected an interesting Chinese case, the 'peanut kernel' case (1999), and will use it as the basis of the simulation. If you would like, I can send you more detailed information about the planned simulation.

I would also like to invite you, on behalf of ELSA, to be the guest of honour at a dinner we are hosting on 11 March at 8 p.m. I very much hope that you will be able to accept this invitation.

I look forward to your reply.

Sincerely

Nicholas O'Brien

Language use 1: Future forms

As the examples from the letter show, there is no single verb form for referring to the future in English. The two future forms (*be* + verb + *-ing* and *will* + verb) are used to express the specific meanings listed in Exercise 8, and these are best learnt separately.

- 8 a** Find examples of the present continuous tense (*be* + verb + *-ing*) in the letter. Which examples refer to the future, and which to the present? Label them with the correct letter (A or B).
- A** future meaning: fixed arrangements in the future
 - B** present meaning: an ongoing process at the moment of speaking
- b** Now look for examples of *will* + verb, and label them with the correct letter (C, D or E).
- C** making an offer or expressing an intention to do something
 - D** making a prediction about the future
 - E** referring to future time
- 9** Complete the letter on page 87, written in response to the invitation, with the correct forms (verb + *-ing* or *will* + verb) of the verbs in brackets.

Dear Mr O'Brien

Many thanks for your kind invitation. I am very grateful to you and ELSA for requesting my participation in the simulated arbitration you **1)** (hold) 12 March. Unfortunately, I **2)** (fly) to Hong Kong early in the morning that day and therefore cannot take part. Also, I **3)** (meet) with a group of professors from the Law Faculty on the evening of the 11th. However, I **4)** (try) to rearrange my schedule for that evening to make time to attend your dinner. I **5)** (contact) you and let you know.

If you have any questions about Chinese arbitration law in general or the 'peanut kernel' case in particular, please do not hesitate to ask and I **6)** (be) very happy to answer them.

Sincerely

Zhang Lin