

翻訳Q&A

39. 「当社」の訳し方(英訳)

Question:

「当社」の訳し方と使い方を教えてください。

Answer:

It is often standard to name the company at the beginning of the written material ("At Standard Chemical..." or "We at Standard Chemical...") and then to use "we" and "our" as appropriate throughout the remainder of the piece. However, often, a company will repeat their name in place of the pronoun at various times throughout the writing.

40. e-mailに関する表現

Question:

What is the best expression of "効果的なe-mailの書き方"? Is it possible to say "write an e-mail" or "write an e-mail letter"?

Answer:

The best translation here would be either "writing effective e-mail" or "effective e-mail writing". As for whether to write "write an e-mail" or "write an e-mail letter" -- we typically refer to e-mail not as letters but as "messages" so we more often say "write an e-mail message".

However, we do also use "write an e-mail" in more informal situations. We do use "letter" in connection with e-mail but typically use it by saying "I sent you a letter by e-mail" in which "e-mail" refers to the method of sending the letter rather than to the letter itself.

Today, e-mail is used as a verb.