

For native German speakers, finding the right translation, from German to English or vice versa, can sometimes be a challenge. Here are some examples to help you figure out how to say certain words. And to make sure you keep yourself out of trouble.

Assure, ensure or insure?

They sound so similar and are easy to mix up for English learners: *ensure*, *assure* and *insure*. Although they can all be defined as meaning 'to make certain, to guarantee', the three words are used in different situations.

Assure means to tell someone that something will definitely happen. 'The teacher assured the students that the test would only cover Chapter One.'

Ensure, meanwhile, is to guarantee that something will happen. 'Correcting homework as a class will ensure that your students have understood the day's lesson.'

Finally, *insure* means to buy insurance for something. For example, 'Do you want to *insure* your package against damage or theft?'

1. I can	you that your package will arrive on
time. (Ich kann II	nnen versichern, dass Ihr Paket pünkt-
lich ankommen v	vird.)

2. He took steps to	that his gift would ar-
rive before December 25th.	(Er traf Maßnahmen, um
sicherzustellen, dass sein G	eschenk vor dem 25. De-
zember ankommen würde.)	

3. I	my car for	the max	ximum a	amount	as
it's always bette	er to be safe	than so	rry. (Ich	versiche	ere
mein Auto für d	den Höchstl	oetrag, d	a es imr	ner bess	ser
ist, auf Numme	r sicher zu g	gehen.)			

Personal or personnel?

Let's not get *personal* about the *personnel*! Again, these are two words that look similar but have entirely different meanings.

Personal is an adjective, which means 'related to that person'. The stress in pronunciation falls on the first syllable, namely 'PERsonal'.

Personnel is a noun meaning 'the staff of a company'. The stress here falls on the last syllable, 'personNEL'.

- 1. This company's biggest asset is its _____. They are all so motivated and productive. (Der größte Gewinn dieses Unternehmens ist sein Personal. Sie sind alle so motiviert und produktiv.)
- 2. He had to take some leave for _____ reasons. (Er musste sich aus persönlichen Gründen Urlaub nehmen.)
- 3. I can only tell you what I know from _____ experience.

(Ich kann Ihnen nur sagen, was ich aus persönlicher Erfahrung weiß.)

The solutions are on page 35.