

TE REO MŌ TE HUI





Kitea ai tēnei puka me ngā
oro taunaki ki konei

This book and supporting
audio can be found here



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Karakia

Ko tā te karakia he tō i te aro ki te mahi o te wā, arā, he hui, he hāereere, he tīmata i te rā, he kai rānei.

Karakia are a means to bring focus and set the intention for the activity to be undertaken whether that is a meeting, travel, starting the day, or dining.

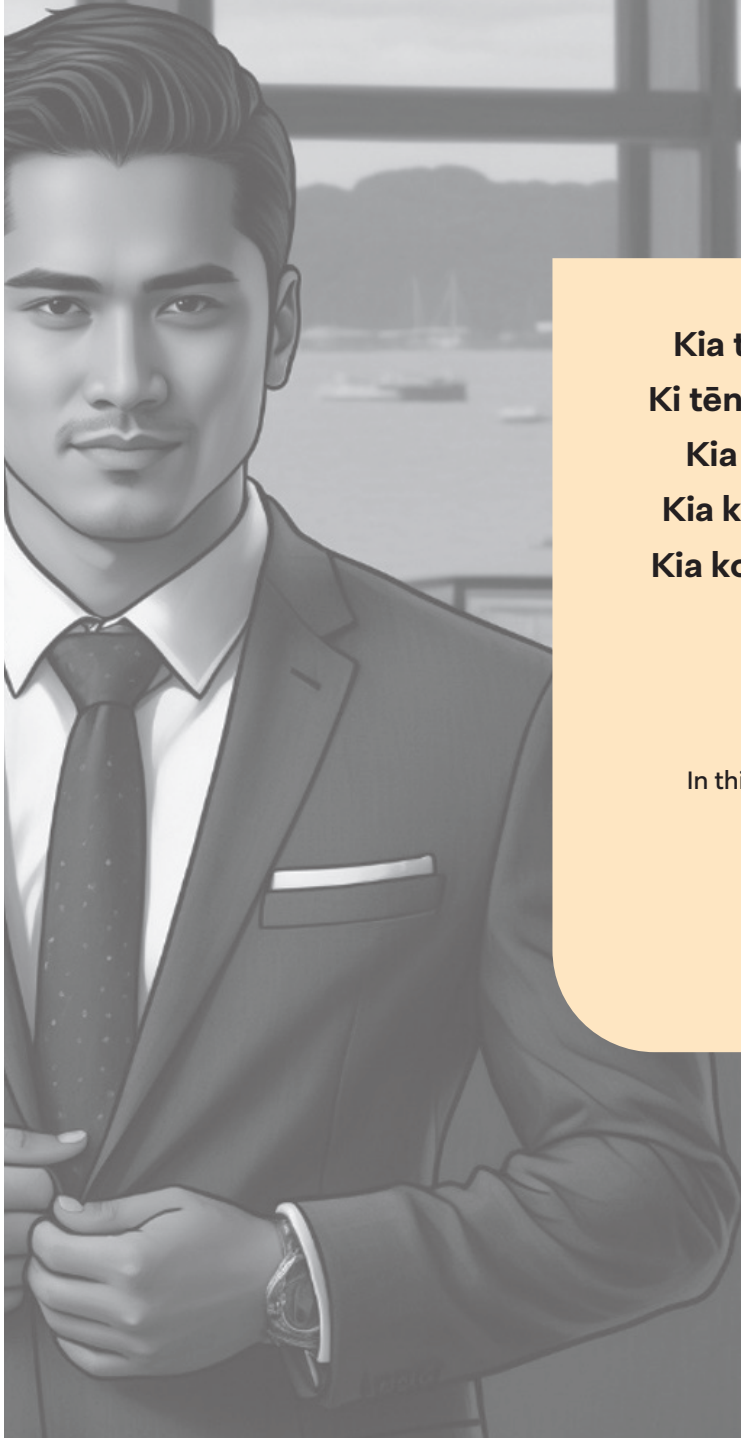
Mā te karakia e nohopuku ai tātou, e tohu ai hoki whaitake tā tātou whakakotahi.

Karakia allow us to take a moment and signal that we are gathering with purpose.

Whakamahia ai ki te tō i a koe anō, ā-tinana, ā-hinengaro, ā-kare ā-roto anō hoki.

They are used to engage yourself and others not just physically but mentally and emotionally.





**Kia tau iho rā te mauri
Ki tēnei wāhi, ki tēnei hui
Kia kotahi te ngākau
Kia kotahi te hinengaro
Kia kotahi tātou i a tātou**

Hui e!

Tāiki e!

Let's be present
In this place, in this meeting
One heart
One mind
United
Together!
Make it so!

He Arataki Guidance

**I ia rā hui ai tātou ki ngā whānau, ki ngā hoa,
ki ngā hoa mahi, ā, ki ngā tāngata hou.**

Every day, we meet with whānau, friends,
colleagues or strangers.

**Ko ngā hui katoa he ara e taea ai te whakauru, te whakamahi,
me te whakamāori i te reo Māori.**

Every meeting is an opportunity to introduce, practice, and
normalise te reo Māori.

Kei tēnei puka ētahi kīanga e whakamahia nuitia ana i ngā hui.

This booklet provides phrases that are commonly used during
meetings.

**Whakawhitia ngā kīanga Pākehā ki te kīanga reo Māori i te hui
o muri. Kia rite tonu tō pērā kia waia haere ai – arā, kia tau noa
ai. Kātahi ka koke ki kīanga kē atu.**

Replace one or two English phrases with a te reo phrase during
your next meeting. Stick to it, and it will become second nature
– normalised. Then move on to another couple of phrases.



**Māku ngā kīanga mā
te hunga tauhou.**

I'll provide phrases for beginners.



**Māku ngā kīanga mā
te hunga waenga.**

I'll provide phrases for
intermediate learners.



**Māku ngā kīanga mā
te hunga tautōhito.**

I'll provide phrases for
advanced learners.

He Mihi Greetings

Mā te mihi mihi e rangona ai ngā reo katoa o te hunga ka tae atu – kia kore ai tētahi e mahue.

Introductions allow us to hear the voices of all those who are present – ensuring no single contribution is left out.

Ākona he mihi poto i te ipurangi:

<https://www.youtube.com/watch?v=Tm2vf2XoiWs>

Learn a short mihi online.



Tēnā koutou katoa

Welcome all



**He manuhiri/
tangata tauhou kei
waenga i a tātou**

We have guests/ new people



**Tēnā, whakamōhio
mai ko wai tātou,
he aha ā tātou mahi**

Let's share who we are
and what we do

He Rārangi Take The Agenda



**Ko te kaupapa tuatahi,
ko...**

The first item is...



He kaupapa anō?

Anything else?



**Kia arotake tātou
i te rārangi take**

Let's review the agenda

Hauora Wellbeing



Kei te pēhea koe?

How are you feeling?



**I ahatia i tēnei
mutunga wiki?**

What happened this weekend?



Pōkaikaha
Stressed



Ngenge
Tired



Takeo
Frustrated



Hikaka
Eager



Rangirua
Confused



Ohore
Surprised



Pōuri
Down



Hiamo
Excited



Ka taea e au te āwhina?

Can I help?

Ngā Kōrero Hou Updates



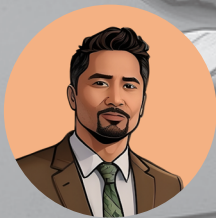
He aha ngā kōrero hou
a te Tira Whakahaere/
ngā Minita?

What's the latest from SLT/
Ministers?



E haere pai ana ngā mahi

Work's tracking well



He aha ka whai ake?

Next steps?

He Whakamārama Clarification



Nōku te hē

My bad



Kāore ahau i rongō i a koe

I didn't hear you



Tēnā, tōaitia mai

Can you go over it again?

He Whakaae Agreeing



Kei konā au

I agree



Kāore au i te whakaae

I disagree



Kimihia he whakatau

Let's find a compromise

He Akiaki Encouragement



He rōpū/hui uaua tērā

That was a tough crowd/meeting



**Kātahi te rā/wiki/
marama/tau roa ko tērā**

That was a long day/week/
month/year



**Kātahi te rā/
wiki/marama/tau
kūnakunaku ko tērā**

That was a chaotic day/
week/month/year

He Whakamānawa Compliments

**Ko koe tētahi tangata
tino tautoko!**

You're so supportive!

Kei whea mai koe!

You're the best!


Tō atawhai hoki!

You're so generous!



**Me nui ake taku
kōrero pēnei**

I should say this more often



Kātahi te wairua mākoha!
So kind!

Mei kore koe...
I couldn't have done it
without you

Tēnā rā koe i ō mahi!
Thanks for everything
you do!



Whakamīharo ana

Wow. Just wow.



**Kāore e rawea e
te kōiraira!**

No flies on you!

He Whakamānawa Compliments

Mānawanawa
Patience

Mauritau
Composure

Pūkenga whakaoti rapanga
Problem-solving skills

Atamai
Resourcefulness



Te pai mutunga o tō...

I'm impressed by your...



Haramai tō...

I appreciate your...

Pukumahi
Hard work

Ngākau whiwhita
Passion

Ngākau reka
Positive attitude

Manawanui
Dedication

Ringa ngaio
Professionalism

Auahatanga
Creativity

Mātanga
Expertise

Arotahi
Focus



E wana ake ana i tō...

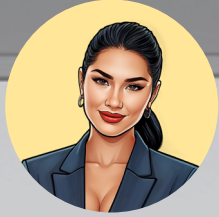
I am inspired by your...

He Tūtohu Recommendation



He whakaaro tōku

I have an idea



**Kia whakaarohia
e tāua/tātou...**

Let's think about...



Ka pai pea kia...

It might be good if...

He Tūmahi Actions



Ka taea e wai te hiki?

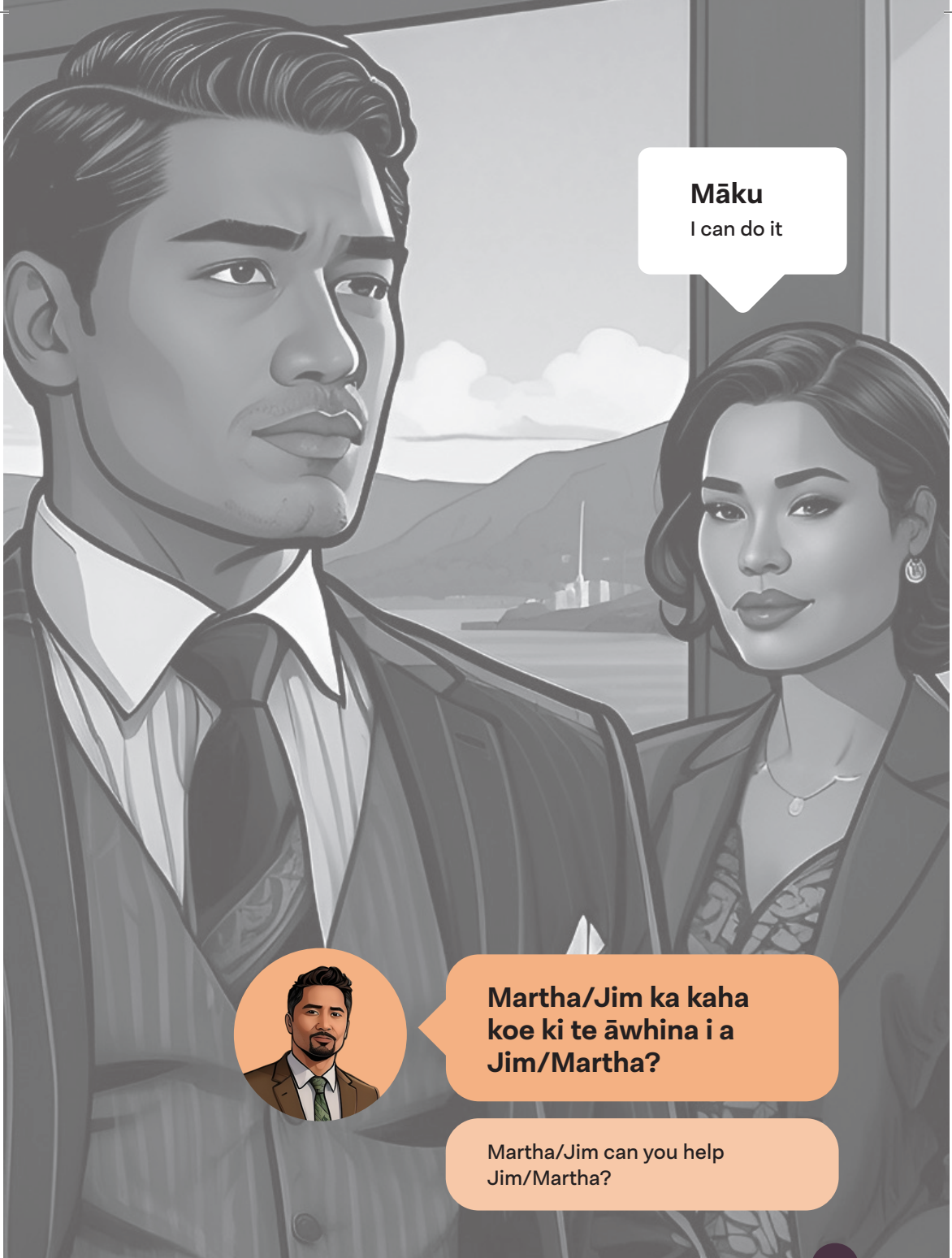
Who has capacity?

Kei te pokea ahau
I'm swamped



**Ka tutuki tēnei i
te Paraire?**

Can this be done by Friday?



Māku

I can do it



**Martha/Jim ka kaha
koe ki te āwhina i a
Jim/Martha?**

Martha/Jim can you help
Jim/Martha?

He Whakarāpopoto Summary



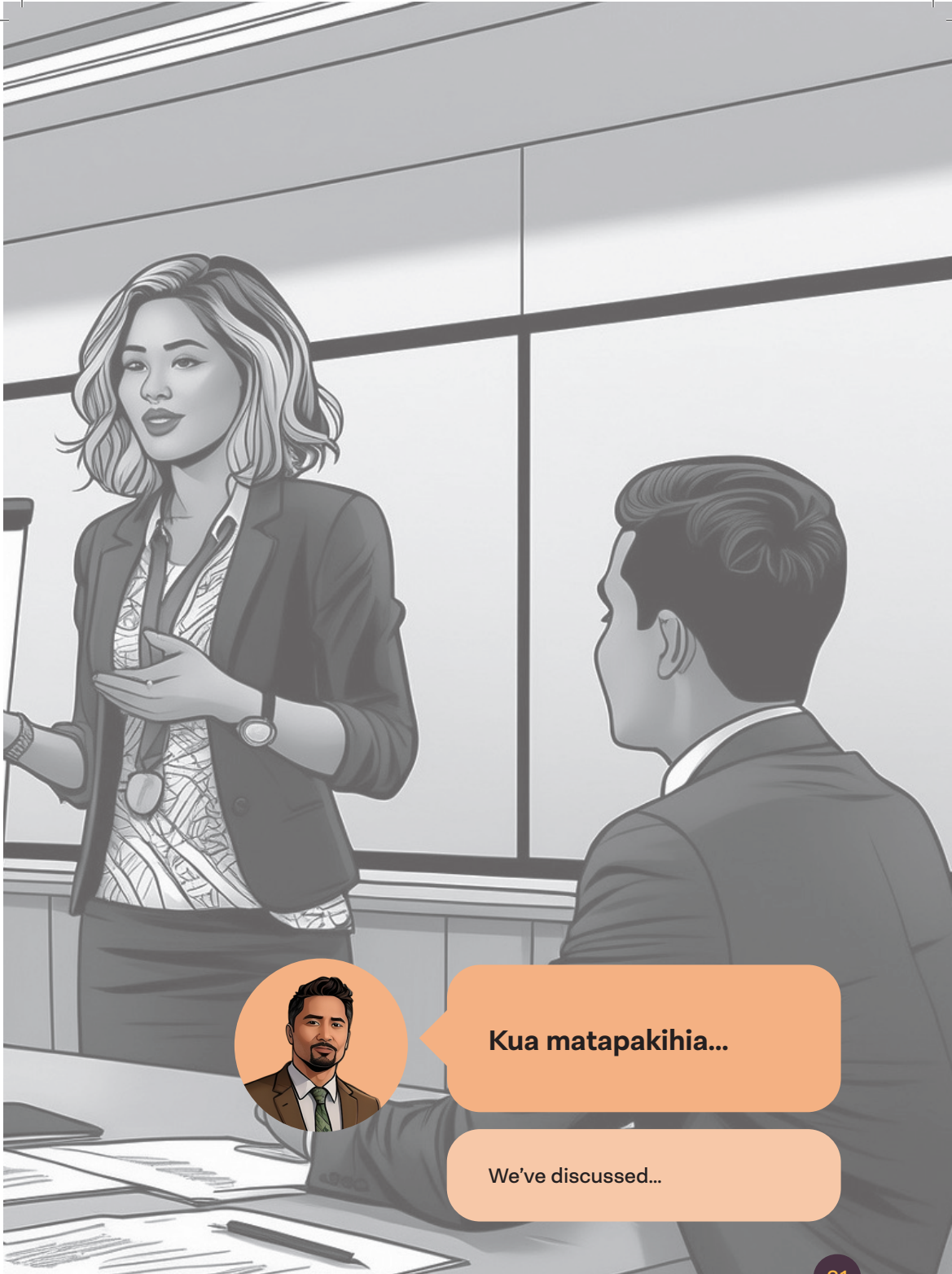
Hei whakakapi ake

To wrap up...



Kua mahue tētahi
kaupapa?

Have we missed anything?



Kua matapakihia...

We've discussed...

He Whakakapi Closing



**Tēnā koutou i whai
wāhi mai**

Thank you all for your
contribution



Ka hui anō tātou ā te...

Our next meeting will be on...



**Ki te kore he whakaaro
atu anō, kua kapi te hui**

If there are no further thoughts,
this concludes the meeting

He Whakatā Relaxing



I pēhea te rā ki a koe?

How was your day?



He aha tāu e hiahia nā?

What do you need?



E hiahia ana koe ki
te kōrero, ki te noho
puku rānei?

Would you like to talk, or would
you prefer some quiet time?

He Waiata

Poipoia te reo

Nā Te Tumatakuru O'Connell
me Te Ama-Rere-Tai Rangihuna

Poipoia te reo he kura

Poipoia te reo he kura

Poipoia te tangata

Kia mau ko te reo Māori

Ko te reo Māori

Hei taonga tuku iho mō

ngā uri whakatupu e

Poipoia te reo he kura

Poipoia te reo he kura

Poipoia te tangata

Kia mau ko te reo Māori

Ko te reo Māori

Hei taonga tuku iho mō

Aotearoa e

Poipoia te reo

Composed by Te Tumatakuru O'Connell
and Te Ama-Rere-Tai Rangihuna

Look after the language it's precious

Look after the language it's valuable

Encourage people

To take up the Māori language

The Māori language

To be a precious heirloom for
future generations

Look after the language it's precious

Look after the language it's valuable

Encourage people

To take up the Māori language

The Māori language

To be a precious heirloom for
New Zealand

Karakia

Unuhia, unuhia
Unuhia i te uru tapu nui
Kia wātea, kia māmā
te ngākau
te hinengaro
te tinana
I te ara takatū
Kia wātea, kia wātea
Āe, kua wātea

Release
Let go of all burdens
To free and relieve
The heart
Mind
And body
To progress
To be free and clear
Yes, we are clear





He Kupu

Raiti
Light

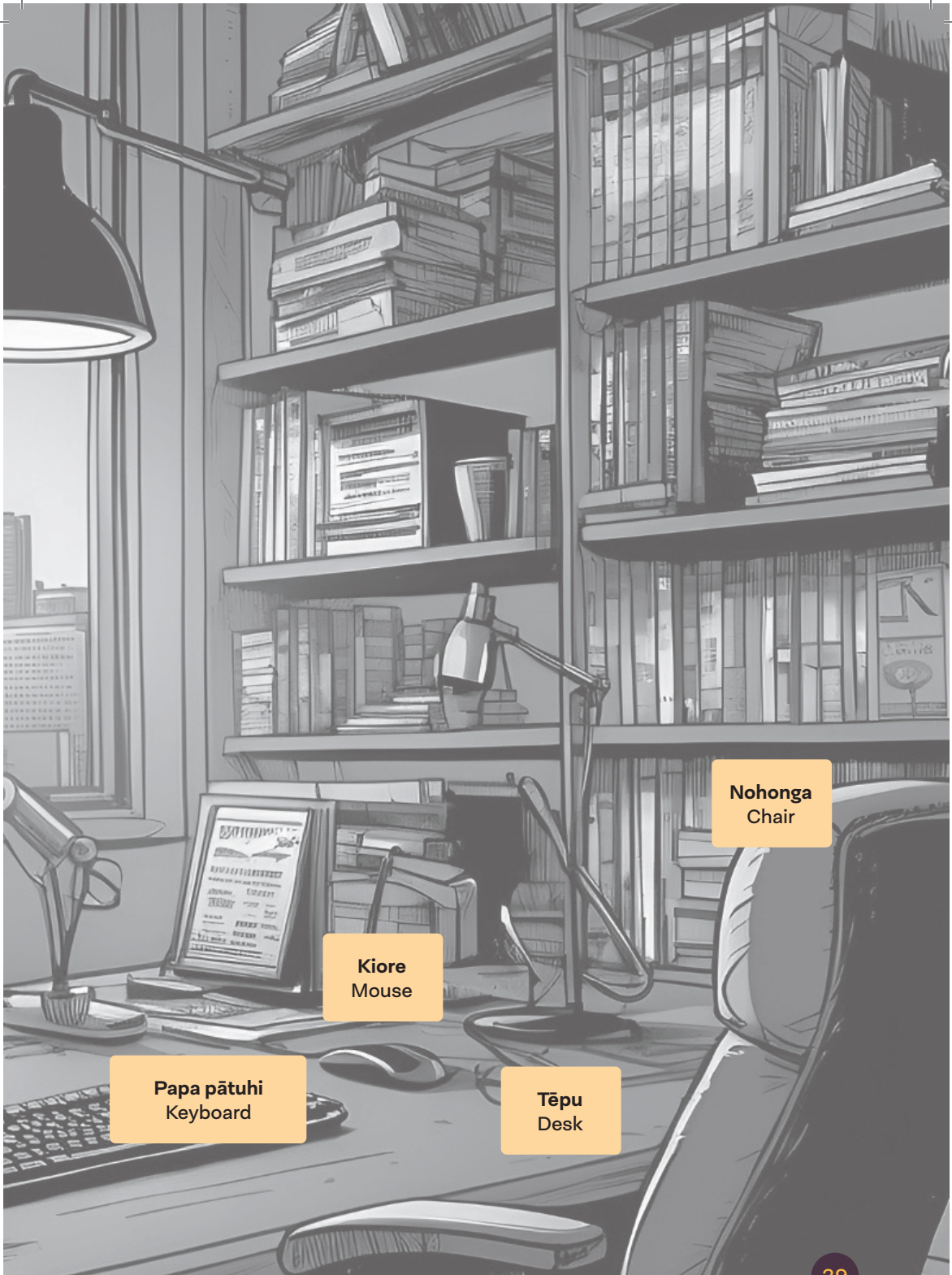
Matapihi
Window

Mata
Screen

Rorohiko
Computer

Pūreretā
Printer

Pene
Pen



Papa pātuhi
Keyboard

Kiore
Mouse

Tēpu
Desk

Nohonga
Chair

**TE TAURA WHIRI
I TE REO MĀORI**

MĀORI LANGUAGE COMMISSION

