



TE REO MĀORI I ROTO I TE WHARE WĀNANGA

USING MĀORI IN THE UNIVERSITY



TE REO MĀORI I ROTO I TE WHARE WĀNANGA

USING MĀORI IN THE UNIVERSITY



CONTENTS

Introduction	3
Business cards	4
Māori names of Divisions, Schools, Departments, Sections and Libraries	5
Positions	9
Templates for Memoranda and Facsimiles	10
Beginning and ending letters, emails, memoranda and facsimiles	12
The date	12
Days of the week	12
Months of the year	13
Addresses	13
Some place names	13
Opening greeting	14
Signing off	14
Email signatures	15
Using Māori on the telephone	17
The Macron	19
Resources	21

NOTE: this booklet is also available online on the *Māori ki Ōtāgo* webpage:
www.otago.ac.nz/maori

HE KUPU WHAKATAKI

INTRODUCTION

He taoka te reo
He kura pounamu
Iti kahuraki
Māpihi maurea

*The language is a treasure
Like a greenstone pendant
That which I strive to possess
And carry with me always*

Welcome to ‘Using Māori in the University’, a booklet designed to assist University staff to incorporate some Māori language into their everyday life and into the wider life of the University.

By implementing some or all of the suggestions here, you will personally be giving substance to the provisions of the University’s Māori Language Policy and goals of the Māori Strategic Framework – refer to *Māori ki Otāgo* on the University website for a copy of these and other relevant documents. Your efforts will contribute to making the University a more welcoming place for Māori students and staff, whilst reflecting also our southern locality in Te Wai Pounamu, Aotearoa.

Please note that the information presented here is a starting point only and primarily generic in nature. It is valuable to find out about and acknowledge local dialects and differentiations in words or phrases, which will differ depending on the campus you are working at, and, therefore, the tribal region in which you work (i.e. the Dunedin, Invercargill and Christchurch campuses are located in the Ngāi Tahu area, whereas the Auckland campus is in the area of Ngāti Whātua, and Wellington in the area of Ngāti Toa and Te Atiawa; while our commonalities bind us, each iwi have different dialects and ways of speaking). Acknowledging the primacy of our Southern locality, some Ngāi Tahu translations of the Divisional names have been included in this booklet, as well as the Ngāi Tahu months of the year.

Nāu te rourou, nāku te rourou, ka ora ai te iwi.

With your contribution, and my contribution, the wellbeing of the people is assured.



NGĀ KĀRI PAKIHI

BUSINESS CARDS

With little extra cost monolingual business cards can be converted to bilingual ones with Māori on one side of the card and English on the other. Here is an example:

Side 1

	<p>Mr Hana Kōkō <i>Kaiwhakahaere Tori</i></p> <p><i>Te Tori Ingarangi</i> Te Whare Wānanga o Ōtago Pouaka Poutāpeta 56 Ōtepoti 9054, Aotearoa</p> <p>Waea 64 3 479 0000 Waea whakaahua 64 3 479 0000 Waea pūkoro 021 479 0000 Īmēra administrator@otago.ac.nz Paetukutuku www.otago.ac.nz</p>
---	---

Side 2

	<p>Mr Hana Kōkō <i>Administrator</i></p> <p><i>Department of English</i> University of Otago PO Box 56 Dunedin 9054, New Zealand</p> <p>Tel 64 3 479 0000 Fax 64 3 479 0000 Mobile 021 479 0000 Email administrator@otago.ac.nz Web www.otago.ac.nz</p>
--	---

You will need to know the Māori name for your Department, if it has one. If your Department is still to obtain a Māori name, make it your job to encourage this.

NGĀ INGOA MĀORI O NGĀ WĀHANGA MATUA, O NGĀ KURA, ONGĀ TARI ME NGĀ WHARE PUKAPUKA

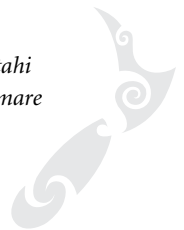
MĀORI NAMES OF DIVISIONS, SCHOOLS, DEPARTMENTS, SECTIONS AND LIBRARIES

The Māori names currently used for some of the divisions, schools, sections, departments and libraries in the University are listed below. Refer to the *Māori ki Otāgo* webpage for updates on changes to these names, or new translations, as they occur. Please note, while this list is not exhaustive, it is useful if you wish to use the Māori version for these divisions or services when sending emails, memoranda, facsimiles and/or letters within the University.

If a Māori translation for your school, section or department does not currently exist, you can lodge a request via the Māori ki Otago/Approved Māori signage webpage. There is a form to fill in which we will process for you. Once a name has been provided by one of our registered translators, it will then be presented to the University's Treaty of Waitangi Committee for endorsement (please note that this Committee meets quarterly). While this process may be perceived to be lengthy, it is thorough and provides necessary endorsement at each level.

NOTE: the name in [brackets] is the Ngāi Tahu equivalent (i.e.: the Southern dialect) of the Māori translation. You may choose which dialect you wish to use, or, contact the office of Māori Development to discuss this.

Division of Health Sciences	Te Wāhanga Matua Mātau Hauora <i>[Te Wāhaka Matua Mātau Hauora]</i>
Faculty of Medicine	<i>Te Kaupeka Whaiora</i>
Otago School of Medical Sciences	<i>Te Kura Whaiora o Otāgo</i>
Ngāi Tahu Māori Health Research Unit	<i>Te Rōpū Rangahau Hauora Māori o Ngāi Tahu [Te Rōpū Rakahau Hauora Māori o Kāi Tahu]</i>
Faculty of Dentistry	<i>Te Kaupeka Pūniho</i>
Māori Oral Health Clinic	<i>Te Whare Kaitiaki</i>
School of Physiotherapy	<i>Te Kura Kōmiri Pai</i>
University of Otago, Wellington	<i>Te Whare Wānanga o Otāgo ki Te Whanganui-ā-Tara</i>
University of Otago, Christchurch	<i>Te Whare Wānanga o Otāgo ki Ōtautahi</i>
Eru Pomare Māori Health Research Unit	<i>Te Rōpū Rangahau Hauora a Eru Pomare</i>



Division of Humanities

Te Kete Aronui

Divisional Office

Te Kāhui Matua

School of Māori, Pacific & Indigenous Studies

Te Tumu

Department of Classics

Te Tari Āhuatanga Onamata

Department of English

*Te Tari Ingarangi**[Te Tari Ikaraki]*

Department of History

*Te Tari o ngā Kōrero o Nehe**[Te Tari o kā Kōrero o Nehe]*

Department of Politics

*Te Tari Tōrangapū**[Te Tari Tōrakapū]*

Department of Theology and Religious Studies

Te Tari Whakapono

Social Work and Community Development

*Te Tari Tauwhiri Hāpori me te**Whakapakari-ā-iwi*

Division of Sciences

Te Rohe a Ahikāroa

School of Physical Education

*Te Kura Akoranga Whakakori**[Te Kura Akoraka Whakakori]*

School of Surveying

Te Kura Kairūri

Department of Botany

Te Tari Huaota

Department of Chemistry

*Te Tari Mātauranga Matū**[Te Tari Mātauraka Matū]*

Department of Computer Science

Te Tari Pūtaiao Rorohiko

Department of Food Science

Te Tari Pūtaiao Kai

Department of Human Nutrition

*Te Tari Kai Tōtika Tangata**[Te Tari Kai Tōtika Takata]*

Department of Psychology

*Te Tari Whakamātau Hinengaro**[Te Tari Whakamātau Hinekarō]*

Department of Zoology

Te Tari Mātai Kararehe

Clothing and Textile Sciences Department

Te Tari Pūtaiao Pūeru

School of Business

Te Kura Pakihi

Libraries

Ngā Whare Pukapuka
[Kā Whare Pukapuka]

The Hocken Library

Uare Taoka o Hākena

Central Library

Te Whare Pukapuka Matua

Dental Library

Te Whare Pukapuka Pūniho

Robertson Library

Te Whare Pukapuka Mātauranga

Law Library

Te Whare Pukapuka Ture

Medical Library

Te Whare Pukapuka Whaiora

Science Library

Te Whare Pukapuka Pūtaiao

Service Division

Te Wāhanga mō ngā Ratonga

The Council of the University

Te Kaunihera o Te Whare Wānanga

Office of the Vice-Chancellor

Te Tari o Te Pouwhakaārahi

Academic Division

Te Wāhanga Matua Mātauranga

Academic Services

Te Ratonga Mātauranga

Careers Advisory Service

*Te Ratonga Rapuara**[Te Ratoka Rapuara]*

Chaplain

Te Minita

Disability Information and Support

*Te Pokapū Hāpai Hunga Hauā**[Te Pokapū Hāpai Huka Hauā]*

Financial Services Division

Te Ratonga Pūtea

Higher Education Development Centre

Te Pokapū Whakapakari Kaimahi

Human Resources Division

*Te Wāhanga Matua Pūmanawa Tangata**[Te Wāhaka Matua Pūmanawa [Takata]*

Information Technology Services Division

Te Wāhanga Matua Hangarau Mōhihio

International Office

Te Tari Taiao

Māori Centre

Te Huka Mātauraka

Māori Students' Association

Te Rōpū Māori

Pacific Islands Centre

Te Pokapū mō ngā Ākonga o ngā Moutere
*o te Moana Nui a Kiwa**[Te Pokapū mō kā Ākoka o kā Moutere o te*
Moana Nui a Kiwa]

Proctor/Sentry

Te Manu Tāiko

Recreation Services	<i>Te Ratonga Hākinakina</i> <i>[Te Ratoka Hākinakina]</i>
Research Division	<i>Te Wāhanga Matua Rangahau</i> <i>[Te Wāhaka Matua Rakahau]</i>
Research and Enterprise Office	<i>Te Tari Rangahau me Te Hinonga</i>
Staff Club	<i>Te Wharekai o ngā Kaimahi</i> <i>[Te Wharekai o kā Kaimahi]</i>
Student Health and Counseling	<i>Te Ratonga Hauora Ākonga</i> <i>[Te Ratoka Hauora Ākoka]</i>
Student Information Centre	<i>Te Waharoa</i>
Student Services	<i>Te Ratonga Ākonga</i> <i>[Te Ratoka Ākoka]</i>
Union Court	<i>Te Mārakerake</i>

NOTE: refer to page 9 for translations relating to positions and/or job titles.

NGĀ TŪRANGA

POSITIONS

Vice-Chancellor
 Deputy Vice-Chancellor – Academic
 and International
 Deputy Vice-Chancellor – Research
 Pro Vice-Chancellor – International
 Pro Vice-Chancellor
 Director
 Deputy Director
 Dean
 Professor
 Associate Professor
 Senior Lecturer
 Lecturer
 Assistant Lecturer
 Research Fellow
 Assistant Research Fellow
 Teaching Fellow
 Executive Assistant
 Manager
 Adviser
 Administrator
 Accountant
 Liaison Officer
 Librarian
 Secretary
 Computer Consultant
 Coordinator
 Programme Coordinator
 Telephonist
 Personal Assistant
 Committee Chairperson

Pouwhakaārahi

Manukura Matua – Te Mātauranga me Te Taiao

Manukura Matua – Rangahau

Manukura – Te Taiao

Manukura

Kaiwhakahaere

Kaiwhakahaere Tuarua

Manutaki

Ahorangi [Ahoraki]

Ahorangi Tuarua [Ahoraki Tuarua]

Pūkenga Matua [Pūkeka Matua]

Pūkenga [Pūkeka]

Pūkenga Tuarua [Pūkeka Tuarua]

Kairuruku

Kairuruku Tuarua

Kaiwhakaako

Kaiāwhina Matua

Kaiwhakahaere

Kaitohutohu

Kaiwhakahaere Tari

Kaikaute

Kaitakawaenga

Kaitiaki Pukapuka

Hēkeretari

Mātanga Rorohiko

Kaituitui

Kaituitui Kaupapa

Kaiwhakautu Waea

Kaiāwhina Tumuaki

Tumuaki Komiti

NOTE: refer to *Māori ki Otāgo* on the University website for a more comprehensive listing.





WAEA WHAKAAHUA

TEMPLATES FOR MEMORANDA AND FACSIMILES


The following templates for memoranda and facsimiles are examples in Māori, with a copy of each in English. The parts left blank here can be completed in English.


Manatu Memoranda

 <p>UNIVERSITY of OTAGO <small>Te Whare Wānanga o Ōtago</small> NEW ZEALAND</p>	<p>Manatu Ki a He kape mā Nā Te rā Te kaupapa</p>	<p>Mr Hana Kōkō 3 o Hōngoi, 2013</p>
--	--	--

 <p>UNIVERSITY of OTAGO <small>Te Whare Wānanga o Ōtago</small> NEW ZEALAND</p>	<p>Memorandum To cc From Date To</p>	<p>Mr Hana Kōkō 3 July, 2013</p>
--	---	--------------------------------------

Waea whakaahua Facsimiles

	Waea Whakaahua	
	Ki a	Nā Mr Hana Kōkō
	He kape mā	Waea whakaahua (03) 479 0000
	Waea whakaahua	Waea (03) 479 0000
	Te rā 3 o Hōngongoi, 2013	Waea pūkoro 027 479 0000
		Wāhi mahi Te Tari Ingarangi Pouaka Poutāpetā 56 Ōtepoke
Kaupapa		
<i>Please contact the sender if you do not receive pages (including this fax cover sheet)</i>		

	Facsimile Transmission	
	To	From Mr Hana Kōkō
	cc	Fax (03) 479 0000
	Fax	Tel (03) 479 0000
	Date 3 July, 2013	Mobile 027 479 0000
		Address Department of English PO Box 56 Dunedin
Re		
<i>Please contact the sender if you do not receive pages (including this fax cover sheet)</i>		

Here are the meanings of each of the terms in the Māori versions of these:

Ki a	<i>To (followed by a name)</i>
He kape mā	<i>A copy/Copies for (followed by a name)</i>
Nā	<i>By/From (followed by a name)</i>
Te rā	<i>The day/Date</i>
Te kaupapa	<i>The topic/Re</i>
Waea whakaahua	<i>Fax</i>
Waea	<i>Phone</i>
Waea pūkoro	<i>Mobile</i>
Wāhi mahi	<i>Work place/Work address</i>



TE TĪMATANGA ME TE MUTUNGA O NGĀ RETA, O NGĀ ĪMĒRA, O NGĀ MANATU ME NGĀ WAEA WHAKAAHUA

BEGINNING AND ENDING LETTERS, EMAILS, MEMORANDA
AND FACSIMILES

Te rā The Date

The following is one way to write dates in Māori:

3 July, 2013

Te 3 o Hōngongoi, 2013

Use this as a pattern and replace the date, month and year as appropriate. Occasionally, it may be appropriate to include the day of the week. It would be written as follows: Rāapa, te 3 o Hōngongoi, 2013. The traditional names of the days of the week and the lunar months are beginning to be more commonly used, whereas the loanwords or transliterations for the days of the week and the calendar months have been in common use since the written word was introduced. Included here are the days of the week, and the months according to Ngāi Tahu.

Ngā rā o te wiki Days of the week

English	Loanwords	Traditional terms
Monday	<i>Mane</i>	<i>Rāhina</i>
Tuesday	<i>Tūrei</i>	<i>Rātū</i>
Wednesday	<i>Wenerei</i>	<i>Rāapa</i>
Thursday	<i>Tāite</i>	<i>Rāpare</i>
Friday	<i>Paraire</i>	<i>Rāmere</i>
Saturday	<i>Rāhoroi</i>	<i>Rāhoroi</i>
Sunday	<i>Rātapu</i>	<i>Rātapu</i>

Ngā marama o te tau Months of the year

English	Loanwords	Traditional terms	Ngāi Tahu
January	<i>Hānuere</i>	<i>Kohi-tātea</i>	<i>Iwa</i>
February	<i>Pēpuere</i>	<i>Hui-tānguru</i>	<i>Kahuru</i>
March	<i>Māehe</i>	<i>Poutū-te-rangi</i>	<i>Kahuru-kai-paeka</i>
April	<i>Āperira</i>	<i>Paenga-whāwhā</i>	<i>Kai te haere</i>
May	<i>Mei</i>	<i>Haratua</i>	<i>Mātahi o te tau</i>
June	<i>Hune</i>	<i>Pipiri</i>	<i>Maruaroa</i>
July	<i>Hūrae</i>	<i>Hōngongoi</i>	<i>Toru</i>
August	<i>Ākuhata</i>	<i>Here-turi-kōkā</i>	<i>Whā</i>
September	<i>Hepetema</i>	<i>Mahuru</i>	<i>Rima</i>
October	<i>Oketopa</i>	<i>Whiringa-ā-nuku</i>	<i>Ono</i>
November	<i>Noema</i>	<i>Whiringa-ā-rangi</i>	<i>Whitu</i>
December	<i>Tīhema</i>	<i>Hakihea</i>	<i>Waru</i>

Te wāhi noho me te wāhi mahi Home and work addresses

PO Box 56	<i>Pouaka Poutāpeta 56</i>
Private Bag	<i>Pūrangi Motuhake or Pouaka Motuhake</i>
Dunedin 9054	<i>Ōtepoti 9054</i>

He ingoa wāhi Some place names

Auckland	<i>Tāmaki-makau-rau</i>
Christchurch	<i>Ōtautahi</i>
Dunedin	<i>Ōtepoti</i>
Gisborne	<i>Tūranga-nui-a-Kiwa</i>
Hamilton	<i>Kirikiriroa</i>
Invercargill	<i>Waihōpai</i>
Napier	<i>Ahuriri</i>
Palmerston North	<i>Te Papaioea</i>
Southland	<i>Murihiku</i>
Wellington	<i>Te Whanganui-ā-Tara</i>



Te mihi Opening greeting

Here are some greetings that can be used to start letters, emails, memos and faxes.

Dear Sir/Madam (very formal)	<i>Kei te rangatira, tēnā koe</i>
Dear Vice-Chancellor	<i>E te Tumuaki, tēnā koe</i>
Dear Sir/Madam	<i>Tēnā koe</i>
Dear Gerald	<i>Tēnā koe, Gerald</i>
Dear everybody	<i>Tēnā koutou</i>
Hello/Hi	<i>Kia ora</i>
Hello/Hi, Karyn	<i>Kia ora, Karyn</i>
Hello/Hi everybody	<i>Kia ora koutou</i>

Te mutunga Signing off

That is all for now	<i>Heoi anō tāku mō nāianeī.</i>
Yours faithfully	<i>Nāku, nā . . .</i>
Yours sincerely	<i>Nāku noa, nā . . .</i>
	<i>Nāhaku noa, nā . . . [Ngāi Tahu dialect]</i>
If two people are signing the letter, use:	<i>Nā [name 1] māua ko [name 2].</i>
If three or more people are signing the letter, use:	<i>Nā [name 1] mātou ko [name 2], ko [name 3] . . .</i>

Signatures for emails can be set up in full as follows. As with fax and memo headers, once these have been done they will be used every time an email is sent.

Te Manukura	<i>Pro-Vice-Chancellor</i>
Te Kāhui Matua	<i>Divisional Office</i>
Te Kete Aronui	<i>Division of Humanities</i>
Te Whare Wānanga o Otāgo	<i>University of Otago</i>
Pouaka Poutāpeta 56	<i>PO Box 56</i>
Ōtepoti	<i>Dunedin</i>
Te Wai Pounamu	<i>South Island</i>
Aotearoa	<i>New Zealand</i>

Email Auto responses

I am out of the office and will be
returning on ...[date]

*Kāore au i tōku tari, a te ... [te rā /date]
ka hoki mai*



He reta hei tauria A sample letter

Here is an example of a formal letter:



Te 3 o Hōngoi 2013

Mr Hana Kōkō
Kaiwhakahaere Tari
Te Tari Ingarangi
Te Whare Wānanga o Ōtāgo
Pouaka Poutāpeta 56
Ōtepoti

Tēnā koe Hana,

I am writing in reference to...

Heoi anō tāku mō nāianei.

Nāku noa, nā

Tuari Potiki
Kaiwhakahaere
Director, Māori Development

WHAKAMAHAIA TE REO

USING MĀORI

Te mihi Opening greeting

Here are some greetings that can be used to answer the phone or to open a conversation. These can also be used in letters and other correspondence, and to begin voicemail.

Hello	<i>Tēnā koe (A formal greeting used when greeting one person)</i>
Hello, Gerald	<i>Tēnā koe, Gerald</i>
Hello	<i>Tēnā kōrua (A slightly more formal greeting. This greeting is only used when greeting two people)</i>
Hello	<i>Tēnā koutou (A slightly more formal greeting. This greeting is only used when greeting three or more people)</i>
Hello/Hi	<i>Kia ora (A slightly less formal greeting used with people one knows well. This greeting can be used with any number of people)</i>
Hello/Hi, Karyn	<i>Kia ora, Karyn</i>
This is Marion	<i>Ko Marion tēnei</i>

Te whakamutu kōrero Closing farewell

Goodbye	<i>Hei konā./Hei konā mai</i>
---------	-------------------------------

Ngā Mihi More Greetings

Here are some more informal phrases that can be incorporated into the start or end of correspondence, emails, in person, or on the phone.

Ka kite anō	<i>See you again/soon</i>
Noho ora mai rā	<i>Farewell/go well</i>
Mauri ora	<i>Farewell</i>
Ngā mihi	<i>Greetings</i>
Ngā mihi miharo (ki a koe)	<i>Warm greetings (to you)</i>
Kia pai tō rā	<i>Have a good day</i>
Kia pai tō wā whakatā	<i>Have a good weekend/holiday</i>
Mā te wā	<i>See you (some time in the future)/Cheers</i>
Ngā mihi o te Kirihimete	<i>Merry Christmas</i>
Ngā mihi o te tau hou	<i>Happy New Year</i>



Meri Kirihimete me te tau hou
ki a koe me tō whānau hoki
Rā whānau (ki a koe/ e hoa)
Ngā mihi o Te Aranga

*Christmas greetings and happy new year to you
and your family
Happy birthday (to you/ my friend)
Easter greetings*

TE TOHUTŌ

THE MACRON

There are five vowels in te reo Māori, each of which may be spoken as short or long sounds. Long vowels are marked either with a macron or by doubling the vowel. Like most educational institutions, the University follows the policy of *Te Taura Whiri i te Reo Māori*, the Māori Language Commission, in marking long vowels with a macron.

If, however, you find macrons are unavailable in the font you wish to use, it is preferable to use double vowels rather than leave the macron out altogether. This ensures the word conveys its intended meaning; not including them could alter the meaning of the word altogether (e.g.: kēkē means armpit, whereas keke means cake!).


INSTRUCTIONS FOR MACRON USE IN WORD DOCUMENTS AT THE UNIVERSITY OF OTAGO

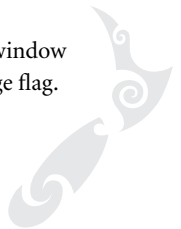
Macrons on the PC

1. Click **Start**> **General Software**> **Utilities**> **Language Support**> **Maori keyboard**
2. Log out, then log back in again (you should only have to do this once)
3. To type a macron, press the tilde key (~) at the top left of the keyboard
4. Release it, and then type a vowel; alternatively, use **Insert**>**Symbol** and choose a suitable character with a macron on top.

Note: Installing the Māori keyboard is a slightly different process than installing other languages, in that Māori will not show up when you click on the EN symbol and you only need to logout and back in to enable it.

Macrons on the MAC

1. Open your program (e.g. Microsoft Word)
2. Click on the flag (top right of screen) 
3. Change to **Māori**
4. To type a macron, hold down the **Alt (Option)** key and press the vowel you need. You can also do it by pressing the **tilde** key at the top left of the keyboard (~) followed by a vowel. **Tip:** If the Māori keyboard is not present, click on the flag and choose, **Open International**
5. On the **Input Menu** tab scroll down to **Māori** and tick the box. Close this window (red button top left); Māori will now appear when you click on the language flag.



MACRON USE IN OTHER PROGRAMMES

There is no one rule when it comes to the use of macrons; they cannot be guaranteed to appear, particularly in email programmes.

NGĀ RAUEMI

RESOURCES

This introductory booklet has been designed specifically for use within the University of Otago. For further help of a more general nature, the following booklet is a useful one to have readily available. It will be particularly useful for those who would like to use more Māori language than is contained in this booklet.

Te Taura Whiri i te Reo Māori. 1997. *Māori for the Office: Te Reo Māori mō te Tari*. Second edition. Auckland: Oxford University Press.

Workshops on Māori pronunciation, basic Māori, interacting in a Māori context, and Treaty of Waitangi issues are offered each year for all staff through HEDC and Human Resources. These are also free and are conducted in an informal, relaxed setting. For the workshops on Māori pronunciation and basic Māori, staff should contact:

Suzy Keene
Te Ratonga Pūmanawa Tangata/Human Resources
Waea/Phone: 479 8116
Īmēra/Email: suzy.keene@otago.ac.nz

For workshops on the Treaty of Waitangi, and Introduction to Māori Culture staff should contact:

Candi Young
Te Pokapū Whakapakari Kaimahi/H.E.D.C.
Waea/Phone: 471 6385
Īmēra/Email: candi.young@otago.ac.nz



The Office of Māori Development runs Café Reo: informal lunchtime sessions for all staff, facilitated by te reo speakers. These are sessions for absolute beginners which staff can join at any time during the year. There is an informal conversational group for beginners wanting to practise speaking together in a relaxed environment. And there is also a more advanced conversational group that meets regularly. Feel free to set up your own conversational or learning group within your work area. Contact the Office of Māori Development for guidance and support:

Hinerangi Neilsen
 Waea/Phone: 479 8081
 Īmēra/Email: hinerangi.nielsen@otago.ac.nz

Staff who have enjoyed the informal workshops should consider progressing to the paper MAOR 110 Introduction to Conversational Māori offered as a Summer School paper and in the second semester each year. For those wishing to understand Māori culture, history and society better, MAOR 102 Māori Society is a paper offered in both semesters each year. For further information on these papers, staff should contact:

The Administrator/Kaiwhakahaere Tari
 Te Tumu
 Waea/Phone: 479 6946
 Īmēra/Email: maori-studies@otago.ac.nz

Enrolment in Māori language papers offered by Te Tumu, the School of Māori, Pacific & Indigenous Studies, is free to all staff as part of the University's Māori Language Policy.

There are also apps you can get for your phones so you can take te reo Māori with you.

Some other useful online resources include:

- | | |
|-------------------|--|
| Kupu o te Rā | Word of the day. Have a word, with phrases it can be used in, emailed to you.
http://kupu.maori.nz |
| Kotahi Mano Kaika | A site with information, waiata and ideas.
http://kmk.maori.nz |

Māori ki Otāgo

The University's website with information and resources for staff and students.
<http://maori.otago.ac.nz>

Māori Dictionaries

www.maoridictionary.co.nz
www.learningmedia.co.nz/ngata

Your suggestions and comments on this guide to using Māori in the University are welcome – contact the Office of Māori Development:
maori.development@otago.ac.nz





TE REO MĀORI I ROTO I TE WHARE WĀNANGA
USING MĀORI IN THE UNIVERSITY