

J.F. de Freitas

Survival English

**Practice
in everyday communication**

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Минимум для общения

**Практическое пособие
по разговорному
английскому языку**

***Предисловие и учебный аппарат
кандидата филологических наук
Т. И. Арбековой***



**Москва «Высшая школа»
1982**

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Настоящее пособие является воспроизведением издания английской фирмы «Макмиллан Пресс Лтд». Цель пособия — помочь студентам овладеть некоторыми общеупотребительными речевыми единицами английского языка. Лексический материал, на базе которого проводится активизация речевых единиц, представляет собой также коммуникативно важные образцы, необходимые для естественного речевого общения. Для более эффективного использования в учебном процессе в советских вузах пособие дополнено предисловием и учебным аппаратом. Предназначается для студентов первого и второго курсов институтов и факультетов иностранных языков.

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Общеизвестно, что наряду с умением конструировать коммуникативные единицы владение иностранным языком предполагает также навык ситуативно уместного использования неконструируемых речевых единиц (т. е. единиц, не являющихся фразеологизмами, но обладающих одним из признаков последних: обусловленным языковой традицией постоянством состава). Без знания определенного минимума таких единиц невозможно логически правильное и эмоционально адекватное оформление высказываний.

Цель предлагаемого советскому читателю пособия — помочь изучающим английский язык овладеть некоторыми общеупотребительными единицами такого типа, используемыми в диалогической речи. По своей семантике отобранные клише являются средством выражения эмоциональной оценки, волеизъявления, побуждения и т. п. (см. Оглавление). Лексический материал, на базе которого проводится активизация конструкций избранной тематики, сам по себе также является полезным для студентов, так как представляет собой коммуникативно важные речевые образцы, которые используются в типовых повседневных ситуациях и без знания которых невозможно естественное речевое общение¹.

Методическая схема использования пособия дана автором в предисловии.

Пособие снабжено «Приложением» (Supplement). Содержащиеся в «Приложении» задания следует выполнять перед прохождением соответствующих разделов пособия. Необходимость добавления «Приложения», т. е. серии дополнительных предваряющих упражнений, вызвана следующими причинами.

1. Предлагаемые в пособии задания носят в большинстве случаев творческий характер и не могут быть достаточно успешно выполнены без минимальной предварительной тренировки.

2. Пособие фактически рассчитано на работу с преподавателем, который вводит материал, отбирает из ряда синонимичных конструкций те, которые, по его мнению, должны быть доведены до активного владения, а также контролирует выполнение упражнений. «Приложение» должно сделать пособие пригодным для занимающихся самостоятельно (упражнения содержат примеры типичных контекстов, в которых могут быть использованы тренируемые конструкции; активизируются наиболее употребительные из приводимых в списке синонимов)².

¹ Коммуникативная ценность конструкций принималась во внимание также при составлении «Приложения».

² В связи с наличием в пособии большого количества синонимов представляется уместным заметить, что представление автора о словаре-минимуме (Survival English) отличается от принятого в советской методике понимания этого термина. Советские методисты считают, что стараться доводить до стадии репродуктивного владения большое количество адекватных средств выражения на начальном этапе является нецелесообразным.

3. Алфавитное расположение тем (удобное для справочных, но не рекомендуемое для учебных материалов), а также излишне мелкое их дробление несколько затрудняют использование книги в качестве учебного пособия. Для удобства работы и в целях экономии учебных усилий материал тематически близких и логически связанных разделов в «Приложении» объединен.

4. Разделы пособия полностью автономны, и упражнения каждого из них основаны только на лексике одного раздела. Для проверки способности учащихся давать общепринятую речевую реакцию на тематически не связанные реплики в «Приложении» включено несколько обзорных упражнений.

5. Книга адресована разноязычной аудитории и не содержит переводных упражнений. Так как при работе над неварьируемой речевыми единицами переводные (вернее, подстановочно-переводные) упражнения являются необходимыми, в каждом разделе «Приложения» имеются упражнения на перевод. (Составление переводов на лексической основе такого рода не представляет трудности, и количество их может быть пополнено самими учащимися.)

Содержащийся в «Приложении» материал может быть записан на магнитофонную ленту, и все задания могут выполняться со слуха.

Пособие можно рекомендовать студентам первого и второго курсов университетов, педвузов и институтов и факультетов иностранных языков, а также студентам неязыковых высших учебных заведений, желающим добиться репродуктивного владения формулами-клише диалогической речи.

Introduction

WHO THE BOOK IS FOR

The book is intended for:

- 1 the learner who has a good formal knowledge of the language but is not always able to apply this in everyday speech; this includes
- 2 learners both at the intermediate and advanced levels of proficiency.

WHAT THE BOOK IS FOR

The book is a practical handbook for:

- 1 classroom work
- 2 private study
- 3 reference

It aims to:

- 1 focus the learner's attention on the spoken language;
- 2 provide him with a handbook of important notional categories and their use;
- 3 help him 'survive' wherever current English is required.

ABOUT THE BOOK

This book comprises materials used over several years with adult learners of English as a foreign language in London. The students came from all over the world, from very different social backgrounds and with wide-ranging levels of ability in English. A 'speech workshop' was established, aimed to give students of all levels practice in spoken English. As its classes were voluntary, extra-curricular and of very mixed grades, it was necessary to devise materials not geared to a syllabus but arising spontaneously from students' needs and requests. Their inability to apologise effectively on arriving late, for example, was the source of the sections on *Apology* and *Cause*; their charming but often awkward ways of expressing thanks led to the unit on *Gratitude*. Thus, in the course of time, a series of units were evolved, dealing with those categories of expression where the lack of colloquial fluency was most felt.

These categories are now arranged alphabetically, and under each heading will be found the commonest expressions in current use. It is hoped that the selection of categories is comprehensive, but it cannot pretend to be exhaustive. Within each category only those expressions likely to be most useful to the learner have been included, and language too formal or subtle to be of relevance to non-native speakers has been avoided. Since the book is intended to be a handbook for practice, and not a course book, language has not been graded. The teacher and / or student is free to select categories wherever the need arises. It will of course surprise no student of language to see that some of these expressions appear in several categories: language after all varies in meaning according to context, and cannot always be confined within fixed boundaries.

For the sake of clarity and easy reference, the 'expressions' are shown in clear contexts. It is left to the teacher to clarify further if necessary. He is likewise free to add or omit expressions as he sees fit. Intonation marks have been avoided as these have been found to be less a help than a hindrance to all. Detailed suggestions for classroom procedure are given in the next section.

TO THE TEACHER

Each unit consists of a **Presentation and practice** section followed by **three** exercises:

- 1 Further practice
- 2 Dialogue
- 3 Free practice

A unit takes about an hour to complete in the classroom. The use of a tape recorder is recommended wherever possible. For the presentation of these units, let us take as an example Unit 1: *Accusal and defence*.

Presentation and practice (BOOKS SHUT)

(a) Ensure that the students know the vocabulary that features in the **accusal** section (Section A).

(b) Introduce the topic. Accuse students of things you know they haven't done (e. g. being late; not doing homework; missing class, etc). Allow them to **defend** themselves as best they can. They may simply deny the accusation ineffectually, smile, or just look puzzled. Reassure them that what they have said is possible, but that they need to learn to defend themselves more effectively, in different ways and situations. Stimulate motivation by explaining that they must learn to stand their own ground without sounding unnecessarily rude, etc.

(c) **Oral presentation and practice:** The students respond either chorally, in groups, or individually.

TEACHER You left the lights on.

CLASS You left the lights on.

TEACHER I don't think I did. (*polite*)

CLASS I don't think I did.

TEACHER Of course I didn't. (*assertive*)

CLASS Of course I didn't.

Continue in the same way through the list of expressions denoting **Defence** (Section B). The class should imitate as closely as possible the tone of voice used by the teacher (or tape) to indicate the particular mood. Meaning and mood can be conveyed by the teacher with the aid of gesture and facial expression. It is imperative that the learner should:

- 1 understand what he is saying
- 2 appreciate the link between tone and meaning
- 3 acquire the appropriate intonation

(d) **Practice in pairs** (BOOKS OPEN) The learners are now prepared to practise on their own, role-playing in pairs. The teacher monitors the class discreetly, interfering as little as possible. Only when there are genuine difficulties or gross mispronunciations should the teacher correct. The learners are free to practise in as relaxed and natural a fashion as possible. At this stage they begin to feel that they are conducting a normal dialogue and not merely going through a drill. Learners wishing to use variations or alternatives to those on the printed page are encouraged to do so.

Exercise 1: Further practice (BOOKS OPEN)

This section is an extension of the **Presentation and practice** section. The students practise in pairs, or in groups, changing partners and roles. The teacher continues to guide them but only when necessary. This exercise is intended to take the learner one step closer to 'free' communication, so the less interference from the teacher the better.

Exercise 2: Dialogue (BOOKS SHUT / OPEN)

The language that the learners have been practising in varied contexts is now placed in a situation. The main object of this is to introduce variety into the learning process and also to relate the language to a realistic incident. It should not be thought that the situation is any more than one of innumerable settings

that could be used to contextualise the language. The learner will understand that he might have to 'defend' himself in all sorts of unforeseeable situations and that linguistic adjustments might be necessary.

To present the dialogue: (BOOKS SHUT)

- 1 Teach new vocabulary, if any, in suitable contexts (e. g. fares; Oxford Circus).
- 2 Promote interest in topic: (e. g. D'you travel by bus? D'you like it? Are the fares high? Have you ever been given the wrong change? etc). Use visuals and other aids if necessary.
- 3 Role-play the dialogue - the students listening.
Play it again, in short utterances - the students repeating in chorus or Explain the importance of intonation. If necessary, exaggerate these features for more effective mimicry.
- 4 (BOOKS OPEN)
The students are now ready to work in pairs, changing partners and roles whenever they wish, with the options in italics. In some dialogues no options are given. In others there are gaps for the students to fill in as they wish.

Exercise 3: Free practice

The 'freer' the practice in this last section the better. Learners should be encouraged to converse uninterruptedly, with little or no interference from the

The written dialogues are versions of their own conversations. These can be corrected at home by the teacher and returned to the learners for possible renderings in class later.

J. F. de Freitas

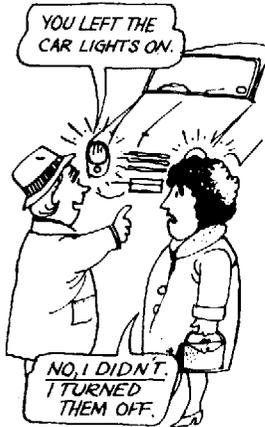
Someone accuses you of having done something wrong. You know, or feel, you haven't done it. Here are some ways of defending yourself.

A You.....

- left the (lights/car lights/gas fire / electric fire) on
- left the (window/ door/ car door) open
- drank my (coffee/tea/milk/coke)
- took my (pen/umbrella)
- gave me the wrong change
- parked your car on yellow lines
- dropped some ink on my new carpet

B I'm sorry, but I don't think ...

- I did. } *polite*
- you're right. }
- Oh no, I didn't. } *assertive*
- Of course I didn't. }
- No, I didn't. I..... } *explanatory*
- Really? Did I? } *doubting*
- Are you sure? }
- What makes you (think/say) that? } *surprised*
- I beg your pardon! } *offended*
- Nonsense! (Of course I didn't) } *jocular*
- You're joking! } *colloquial*
- Come off it! } (Of course I didn't)



1 Tell someone that he or she:

- 1 told you a lie
- 2 stole your gloves / handbag / passport
- 3 didn't pay the rent / fare / bill
- 4 didn't renew his / her visa
- 5 owes you some money

He or she will respond by using one of the expressions in Section B. (You may need to change the verb tense.)

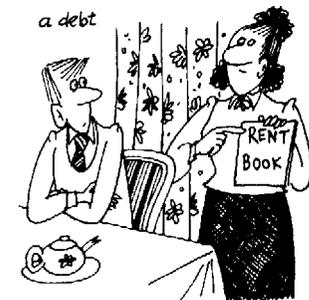
EXAMPLE

- A You owe me some money.
- B No, I don't. I paid you back last month.

2 A Any more fares?

- B Oxford Circus, please.
- A The fare's 30p now, sir.
- B Yes, I know.
- A But you only gave me 10p.
- B No, I.....
- A Look, here's the 10p you gave me.
- B Are....?
- A Absolutely sure.
- B I'm sorry, but I don't think But anyhow here's another 20p.

- A You still owe me £10, you know.
- B No, I don't (right)
- A Oh, yes I am.
- B....?
- A Absolutely.



3 Accuse someone of something. The person will defend him / herself. When you have finished talking, write down in dialogue form the conversation you have had.

Here are some ways of giving advice in English.

A

I've got | a terrible cold.
a bad headache.
an awful toothache.
an earache.

I've failed all my exams.

I've lost my | passport.
wallet.
handbag.
cheque book.
umbrella.

I don't feel at all well.
I don't know where to go for my holidays.
I don't know whether to take up law or medicine.

B

Why don't you ...? (I would if I were you.)
If I were you I'd
(I think) you should
(I think) you'd better
I advise you to
You must

If I were you I wouldn't.....
I don't think you should
You'd better not
I advise you not to
Don't
You mustn't..... }

formal
emphatic

emphatic



1 Advise me to:
work harder / worry less / eat more / eat less / get married
Advise me not to:
go to bed so late / waste my time/ spend so much money / be rude to a policeman

A I'm afraid I've had a terrible row with my(1) What shall I do?
B (2)... apologise. (?)
A Oh, but I can't. It wasn't my fault.
B Maybe, but ... (2) say it was your fault.

(1)	(2)
parents	Why don't you?
boyfriend	If I were you I'd.....
girlfriend	I think you should ..
husband	I think you'd better.
wife	I advise you to.....
daughter	You must.....
son	
boss	
partner	



3 A friend of yours asks you for **advice**. He /She doesn't like his/her job; is short of money; doesn't like the place where he / she lives. Advise your friend. When you have finished talking, **write down** in dialogue form the conversation you have had.

Ways of expressing agreement or disagreement with someone's views.

A I think (that)....

health		is the most important thing in life
love		
money		
education		

television		is the best entertainment in the world
the cinema		
the theatre		

nearly all		policemen		are corrupt
		governors		
		sheriffs		

tea is nicer than coffee
travelling is always pleasant
all wars are evil

B (Yes,) ...

I agree.
I (quite) agree (with you).
It is. They are.
So do I.
I think so too.
I (certainly) agree (with you).
It (certainly) is.
They (certainly) are.
I suppose so.
If you say so.

weak

(No,)(Sorry,)

I don't think so.
I don't agree.
I'm afraid I don't agree.
I think you're mistaken (there).
I couldn't agree with you less.
Nonsense.
Rubbish.
That's ridiculous.

strong

colloquial



1 Tell someone that you think:

- 1 English food is excellent
- 2 blondes are prettier than brunettes
- 3 winter is nicer than summer
- 4 fish is better than meat
- 5 hard work is very pleasant

He/She will agree or disagree with you.

2 Sue and her boyfriend John have been to see a film. He liked it. She didn't. They're close friends so they talk to each other casually.

HIM Now that really was a great film.
HER *Couldn't agree with you less. (I don't agree)*
HIM The best we've seen this year, surely.
HER *Nonsense! (Rubbish)*

Margaret and a friend of hers have also been to see a film. They both liked it. They're not close friends so they don't talk to each other very casually.

MARGARET I thought that quite a good film, didn't you?
FRIEND *Yes, I did. (I did too)*
MARGARET It's one of the best that have come out this year, I think.
FRIEND *I quite agree with you. (Yes, it is)*



3 Make any statements you like. Someone will either agree or disagree with you.

EXAMPLE

- A I think English is terribly easy, don't you?
B No, I don't agree. I think it's hard.

Annoyance

What do you say when something annoys you (= irritates you)? Here are some of the ways in which you might respond.

A We've missed | the train.
the boat.
the plane.

Somebody has | hit your car.
stolen your bicycle.
taken your coat

You're too late. The (film / play / programme / show) has already started.

The last train has just left.

The shops are all closed today.

I'm sorry, we're sold out./ There are no tickets left.

B (Oh)...

No!

How annoying!

How very annoying!

Isn't that annoying!

How infuriating!

Isn't that infuriating!

How maddening!

Isn't that maddening!

What a nuisance!

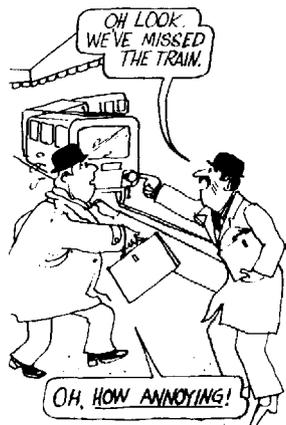
What a bore!

Hell!

Damn!

Blast!

colloquial



1 What might you say if:

- 1 you lost your car keys?
- 2 you burned the dinner?
- 3 your electric lights fused?
- 4 your boyfriend / girlfriend was late?
- 5 you locked yourself out of your flat or house?

EXAMPLE

A I've lost my car keys.

B How very annoying!

A Flight BE 407 to Rome is delayed. Will passengers please wait in the lounge.

B Oh, how annoying!

A The time of departure will be announced as soon as possible.

B It's infuriating! I had to be in Rome by five.

Paris Oh no!

Madrid How irritating!

Prague Isn't that maddening!

Lisbon What a bore!

Athens What a nuisance!

Bonn Damn!

Istanbul Just my luck! (can also be used to express annoyance)



- 3** Tell someone something annoying, for example: 'You've got ink all over your jeans.' He or she will respond by using an expression of **annoyance**. When you have finished talking, **write down** in dialogue form the conversation you have had.

There are various ways of apologising if you feel you have offended or upset someone. Usually, the other person accepts your apology and reassures you.

A You've | taken my pen / seat.
| forgotten to return my book.
| dropped some ash on my new carpet.

You're late. I've been waiting for an hour.
You're late for class again.
Why were you so rude to me?
Why did you lie to me?
You gave me the wrong change.
You jumped the queue.
You've hurt my feelings.

B (Oh) Have I? / Am I? / Did I? / Was I?....

I'm sorry.
I'm (so / very / terribly / awfully) sorry.
I apologise.
I do apologise.
Sorry. (I didn't mean to. / I didn't mean to be.)
Sorry. It was wrong of me.
(Please) forgive me.

A Reassurance

(That's/It's) all right/OK.
All right/OK.
Never mind.



1 Practise with someone using expressions of apology and reassurance in the following situations:

- 1 You accidentally step on someone's foot
- 2 You accidentally take someone's drink
- 3 You are rude to a friend and wish to apologise
- 4 You are late for an appointment
- 5 You forget to telephone a friend

- 2** HER You didn't ring me last night. You said you would.
HIM *I'm sorry. (I'm so sorry / I do apologise)*
HER And why were you so rude to me at lunch?
HIM *Was I? Sorry. I didn't mean to be. (Sorry. It was wrong of me / Sorry)*
HER And why are you yawning now? Are you bored?
HIM *Forgive me, darling. I'm very tired. (I'm terribly sorry / I'm awfully sorry)*



- 3** Someone has said or done things that offend or upset you. Tell him / her so. The person will **apologise**. You will **accept the apology**. When you have finished talking, **write down** in dialogue form the conversation you have had.

Approval and Disapproval

Somebody has done or is going to do something you approve of (=consider to be a good idea), or disapprove of (= consider to be a bad idea). Here are some ways of expressing your feelings.

A

I'm going to

- go on a diet
- learn (English / French / Japanese).
- take up a new hobby.
- take more exercise.
- write to my (parents / bank manager / solicitor / friends).
- pay the bill.
- take my clothes to the laundry.
- do my homework.
- write a new book.
- telephone the Police.
- go back home.

B

(Yes), ...

(Oh) What a good idea!
 Good idea!
 A very good idea.
 That's an excellent idea.
 Good!
 Wonderful!
 Excellent!
 Splendid!
 How wise (of you)!
 I think that's wise.
 Very wise (of you).
 Very sensible (of you).

(No) ... (Are you?) ...

That's not a (very) good idea.
 That's silly.
 You shouldn't do that.
 What for?
 Whatever for?



1 Express your approval or disapproval of the following statements made to you by a close friend.

- 1 I'll take the job.
- 2 We're going to get engaged.
- 3 I'm going to resign.
- 4 We'll give up our jobs.
- 5 We'll open a night club.

2

WIFE I feel terribly bored. I'm going to take a job.
HUSBAND Good!
WIFE Then I can buy my own car.
HUSBAND Splendid!
WIFE And pay for my own clothes.
HUSBAND That's an excellent idea.

approval

Good idea!
 Excellent!
 Very sensible of you!

disapproval

That's silly.
 What for?
 Oh no!



3

A friend of yours (A) telephones to tell you of his / her plans for the summer holidays. You **approve** of some of the plans but not of others. **Write down** in dialogue form the conversation you have had.

Begin:

A Hello! I've decided to go to France in July.

B

Belief and Disbelief

Ways of expressing yourself if someone tells you something you can or can't believe.

A Can you believe it?
 She's over forty.
 We've won the match.
 The buses are on strike.
 The Prime Minister has resigned.

I've |
 | passed/ failed my examination.
 | got a distinction.
 | been in England for two years.
 | been waiting for an hour.
 | won the world championship.
 | become engaged.
 | got married at last.
 | lost ten kilos in weight.
 | put on ten kilos in weight.
 | had another car accident.
 | lost another umbrella.

B (Yes,) ...

I can | quite | believe (it / that).
 | well |
 | easily |

(Of course) I believe it.

(No,)

I (don't / can't) believe it.

It / That can't be true.

Surely not!

You can't expect me to believe that.

You're not serious.

You must be joking.

You're joking.

colloquial



1 Express belief or disbelief in the following statements:

- 1 I speak ten languages fluently.
- 2 I've never told a lie in my life.
- 3 I never get up late.
- 4 I haven't got any money.
- 5 I love you.

Ask someone to make statements. You express belief or disbelief.

2 A We scored six goals.

B I don't believe it. (1)

A And I scored three of them.

B You're not serious. (1)

A We had extra time of course.

B I can believe that. (2)

(1)

Surely not!

You can't expect me to believe that.

You must be joking.

(2)

I can quite believe that.

I can well believe it.



3 Complete the following dialogue as you wish using some of the expressions you have learned. Say it first and then write it.

A I only need four hours sleep.

B.....

A Sometimes even less.

B.....

A The less I sleep the better I feel.

B.....

A And the more I sleep the less I work.

B.....

Cause

Below you will find some ways of explaining why something happened or did not happen.

A

Why are you | late? (1)
 | hungry? (2)
 | angry? (3)
 | tired? (4)

Why didn't you | go to the party?(5)
 | telephone me? (6)
 | do the exam? (7)
 | write to me? (8)

B

- (1) I'm late **because** I missed the train.
Because I missed the train.
 I missed the train.
 I missed the train, **that's why**.
 I missed the train, **that's why** I'm late.
- (2) I haven't eaten.
- (3) You were rude to me.
- (4) I work very hard.
- (5) I didn't go to the party **because** I was ill.
Because I was ill.
 I was ill.
 I was ill, **that's why**.
 I was ill, **that's why** I didn't go to the party.
- (6) I'd lost your number.
- (7) I knew I'd fail.
- (8) I didn't have your address.



1 Someone asks you the following questions. How would you respond?

- 1 Why are you in such a hurry?
- 2 You didn't do your homework. Why not?
- 3 Why haven't you written to your family?
- 4 Why are you laughing?
- 5 Why won't you marry me?

HER Why didn't you telephone me last night?
 HIM *Because* I went out
 HER Why didn't you phone me from a call box?
 HIM I didn't have any change.
 HER Tell me why you won't see me tonight, then?
 HIM I don't like all your questions, *that's why*.



3 Imagine yourself arriving at London Airport. You have come over to study for a year. The Immigration Officer asks you a few questions which you answer truthfully. Write down in dialogue form the conversation between you and the officer. Use some of the expressions you have learned. The officer wants to know why:

- 1 you have a travel document but no passport;
- 2 you have so much luggage with you;
- 3 you've only brought £20 with you;
- 4 you've chosen to study in England.

Begin:

A I see you've got a travel document, not a passport. Why's that?
 B

Certainty and Uncertainty

Ways of expressing yourself when you feel sure or unsure about something.

- A**
- Is it going to (rain / snow / be hot)?
 - Is it expensive?
 - Is it dangerous?
 - Is it near / far?
 - Is (London / Paris / Tokyo) bigger than (New York / Milan / Rio)?
 - Is sand lighter than water?
 - Is light faster than sound?
 - Is honey sweeter than sugar?

B Certainty

Yes, it is. / No, it isn't

I'm

quite	absolutely	certain	sure
-------	------------	---------	------

 it is.

Yes, **certainly**.
No, **certainly not**.
Yes, it **certainly is**.
No, it **certainly isn't**.
There's no doubt about it.

Uncertainty

I'm not sure (if it is).

I'm not

quite	at all
-------	--------

 sure (if it is).

I'm not **certain** (if it is).
Could be./Might be.
I couldn't say.



1 Respond with certainty or uncertainty to the following questions:

- 1 Are boys cleverer than girls?
- 2 Is Chinese more widely spoken than English?
- 3 Are you generous?
- 4 Would you like to visit the Moon one day?
- 5 Do you like me?

2 DETECTIVE Where were you last night at exactly 9.20pm?

BOB 9.20pm *I couldn't say*. I can't remember. (*I'm not certain*)

DETECTIVE Are you sure you can't remember?

BOB *Absolutely certain. (Quite sure)*

DETECTIVE Were you in or out? Can you remember that?

BOB *I'm not quite sure*. I think I went out at about half past nine. (*I'm not certain*)

DETECTIVE Did you see anyone coming into the block of flats?

BOB No, I didn't.

DETECTIVE Sure?

BOB *Quite sure. (There's no doubt about it)*



3 A friend is asking you about your holidays. He / She wants to know what you did, where you went and so on. Some of the questions you can answer with **certainty**. Others you can't because you've forgotten.

Write down in dialogue form this imaginary conversation. *Begin:*

A Did you leave London on 15 July, then?

B.....

Command, Prohibition

How do you tell (command) someone to do something?
 How do you tell someone NOT to do something?
 The other person may comply with your command or prohibition or he may refuse to do so.

A Command

Come here.
 Go away.
 Be quiet.
 Please come here. }
 Go away please. } *more polite*

Shut the door, will you?
 Open the window, will you? } *said quickly with falling tune*

B Compliance Non-compliance

Yes. No.
 All right. No, I won't
 OK. Why should I?
 As you wish. Must I? } *reluctant*
 Yes, (of course / certainly). Do I have to? }

A Prohibition

Don't You're not to I won't let you	do that. come in. go away. read the letter. cheat.
---	--

B Compliance Non-Compliance

All right. OK. As you wish. All right, I won't.	Why not? Why shouldn't I? Oh yes I / you will. You can't stop me.
--	--



and Compliance

1 Tell someone to:

- 1 turn off the lights
- 2 be quiet
- 3 give you a drink

and the person will either comply or not comply.

Tell someone not to:

- 1 talk so much
- 2 eat so much
- 3 make so much noise

and the person will either comply or not comply.

2 MOTHER *Come here at once Johnny, will you?* (1)
 JOHNNY *Yes, Mum.* (2) I'm coming.
 MOTHER *And bring your homework with you, please.* (3)
 JOHNNY *Oh, must I?* (4)
 MOTHER *Yes, you must. You're not to be lazy.* (5)

- (1) *Will you please come here, Johnny?*
- (2) *OK Mummy.*
- (3) *And please bring your books.*
- (4) *Do I have to?*
- (5) *I won't let you be lazy.*



3 You are entertaining a friend who is fond of music. He or she gets up, switches off the radio - which you were enjoying listening to - and then tries to put on a record on your new expensive turntable (gramophone). You don't want him / her to do this. **Write** a short dialogue of the conversation you might have with your friend. Use some of the expressions you have learned. *Begin:*

FRIEND I'll switch off the radio now.
 YOU.....

Complaint,

Apology /Excuse

Here are some ways of expressing your dissatisfaction with something or someone.

A Complaint

At a shop

The advertisement says £10.50.

I bought this shirt here. It's shrunk.

I bought these gloves here. When I got home I found there was a hole in them. Look.

At a restaurant

I'm afraid the soup is cold.

Sorry, this steak is overcooked.

I don't think this fish is fresh.

At a hotel

There's no heating / air-conditioning / hot water in my room.

B Apology / Excuse

Yes, I know but

I'm sorry, but

Sorry, there's nothing I/ we can do about it, I'm afraid.

Well, sir/madam, you

A (Well, I'm sorry, but)

I (really) don't think that's good enough.

It/That (just) isn't good enough.

It / That Oust) won't do.

That's no excuse.

Why don't / didn't you?

I'm (really) very annoyed/ angry about it.

You can't expect me to



1 A friend complains that you:

1 never write to him or her.

2 made a long distance call from his / her flat without permission.

3 were very rude to him / her.

4 still owe him / her £10.

5 tell lies.

Excuse yourself. Your friend does not accept your apology.

2 A No, I'm sorry your laundry hasn't come back yet.

B But I brought it in a fortnight ago.

A I know, but there's been a go-slow at the factory and everything's delayed.

B Well, I'm sorry, but *I really don't think that's good enough.*

I trust my suit is back. Here's the ticket.

A Thank you. I'll go and check for you. (after a few moments) Yes, your suit's ready. Here it is.

B Oh good, (inspects suit carefully) But look, that big stain

I told you about is still there. They haven't cleaned it properly.

A (looks at stain) Well, yes, but I don't think they can remove that kind of stain. It's embedded in the material.

B Oh no, *that's no excuse. Why didn't you tell me that before?*

A I'm sorry sir. You can send it back if you like. But it'll take a week.

B A week? But I need it for Saturday evening. No, I'll take it as it is. How much is it?

A £1.50.

B £1.50? For that job? Oh no, *you can't expect me to pay that much.*

A I'm sorry sir, but business is business.



3 Imagine you are a landlady or landlord. One of your guests:

1 comes in late every night

2 leaves all the lights on

3 makes a lot of noise

4 listens to loud pop music on the radio

5 leaves the front door open

Complain to him/her about these habits. He/She will find excuses which you do not accept.

Conclusion

If you hear someone speaking English like an Englishman you conclude that that person is English. Here are some ways of making conclusions.

A Our neighbours have got three cars.
My brother won a gold medal at the last Olympics.
He has six meals a day.
He can lift very heavy weights.
She wants to marry me.
My great-grandmother is still alive.
I've had nothing to eat all day.
I've been working all day.
Let's go to Luigi's. It's the best restaurant in town.

B ... must be ...
... can't be ...



1 Make positive and negative conclusions about the following statements:

- 1 I'm wearing three pullovers today.
- 2 Please lend me £1000.
- 3 I didn't sleep all night.
- 4 My father pays all my debts.
- 5 I never have any money.

2 WIFE Do you know the Digby-Joneses? They've just bought their third Rolls-Royce.

HUSBAND They *must be* rolling in it*.

WIFE Yes. And you remember their youngest daughter Susan? Well, she's just bought a new sports car.

HUSBAND They *can't be* short of cash, can they?

WIFE And now they're planning to go on a world-wide cruise.

HUSBAND No. You *can't be* serious!

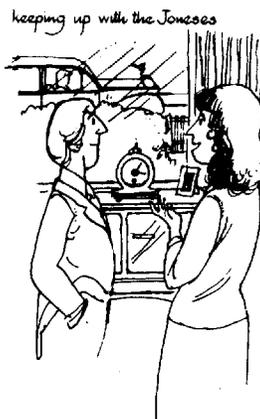
WIFE Yes, I am. What's more they've bought their own yacht.

HUSBAND Good heavens! They *must be* millionaires. Darling, I haven't had a bite to eat all day.

WIFE Why didn't you tell me that before? You *must be* starving.

* rolling in it - very rich.

* keeping up with the Joneses - an expression which means trying to live as well as your neighbours, doing what they do and buying what they buy.



- 3**
- 1 Make any statements you like and then invite someone to make **positive / negative conclusions** about them.
 - 2 . **Write** a short dialogue using some examples of **must be / can't be**.

Contradiction/ Denial

Ways of contradicting someone.
Ways of denying having said something.

A You said (that).....	
you / he / she (liked / played)	tennis football cricket chess
you / he / she (were / was)	a writer a pianist an engineer an architect
they were	rich generous clever Russian
wars were necessary television was educational smoking was not harmful	

B (No,) ...	
I didn't. I never said that. I didn't say that. I never said anything of the sort. That's not what I said. That's not right. I'm sorry to contradict you, but I didn't say that. I'm sorry, but I don't think I did. I'm sorry, that's not (exactly) what I said. With respect, that's not (quite) what I said. I deny having said that. I don't remember saying that. Did I really say that? What I said was ...	assertive polite formal assertive uncertain



Contradiction/Denial

1 Someone tells you that you said:

- 1 a woman's place was in the home
 - 2 girls were easier to bring up than boys
 - 3 every industry should be nationalised
 - 4 travelling was dull
 - 5 English was an easy language to learn
- Contradict / Deny it.

2 BARRISTER You told the Court that you were a friend of the defendant's. WITNESS I'm sorry, that's not exactly what I said. (1)

- BARRISTER What exactly did you say, then?
WITNESS I said we'd been neighbours for many years.
BARRISTER But you said you knew him very well.
WITNESS No, that's not quite right. (2) I said I knew him well by sight.

- (1) I'm sorry, but I don't think I did.
(2) With respect, that's not quite what I said.



3 A friend tells you that you said you would:

- 1 stop smoking
- 2 stop drinking
- 3 get a job
- 4 pay your debts

Write out the dialogue between you and your friend in which you contradict / deny everything he / she says. Begin:

- A But you said you'd stop smoking.
B

**Ways of asking directions.
Ways of giving instructions
to someone who asks
for directions.**

A Excuse me, could you tell me?

how to get to		the Air Terminal
how I can get to		the Airport
the way to		the National Museum

where the nearest		railway station		is
		hospital		
		police station		
		cinema		

B (Yes,) ...

**Go straight ahead.
Carry straight on.**

It's Take		the		first		turning on the left / right.
				second		
				third		
				next		

**Take a number.... bus. (all the way)
Take a number.... bus and get off at.....
Straight ahead till you come to the (traffic lights/
crossroads), then turn left/right.
Take a tube to..../a bus to..../a train to.....**

Is this the way to?
Is this the right way to?
Does this bus/train go to?

B **Yes, it is. No, it isn't.
(I'm sorry. I don't know.)
Yes, it does. No, it doesn't.**



1 Someone asks you the way to:

- 1 the nearest hospital
- 2 the nearest bank
- 3 the High Street
- 4 the local cinema
- 5 the main square

Give directions. Use any options you like.

- 2 A** Excuse me, *could you tell me how to get to the Railway Station?* I've lost my way. (*is this the way to the main square/could you tell me the way to the National Theatre*)
- B** *Yes. Go straight ahead Till you come to the traffic lights, turn left there and it's the first turning on the right. (It's the second turning on the right/ Take a number 12 bus all the way)*
- A** *Straight ahead to the traffic lights, left and then right. (Second turning on the right/A number 12 bus all the way)*
- B** *That's it. It'll take you about five minutes.*
- A** *Thank you very much.*



3 Practise asking and giving directions based on the information given in the map (see page 112).

- 1 You're at the Royal Hotel. You want to go to the nearest bank.
 - 2 You're at the Railway Station. You want to go to the main square.
 - 3 You're at the bank. You want to go to the National Museum.
 - 4 You're in the park. You want to go to the National Theatre.
 - 5 You're at the National Theatre. You want to go to the Railway Station.
- Imagine yourself in other places. Ask for directions.**

Disappointment

Here are some ways of expressing your disappointment when someone/something was not what you had expected.

A

Did you like / enjoy		the play?	
		the film?	
What		the concert?	
		the match?	
		the party?	
		accommodation	
		holiday	
		lesson	
		teacher	
		weather	
		Smiths	
		children	
		people	
		singers	
		players	
		like?	

B

I was disappointed.

I was		rather		disappointed.
		very		
		extremely		

- (It/She/He/They) **disappointed me.**
- (It/She/He/They) **was/were disappointing.**
- (It/She/He/They) **wasn't/weren't as good/nice as I'd expected/hoped.**
- I'd expected it/him/her /them to be (much) nicer/better.**

A

- I failed my exam again.
- I can't have a holiday this year.
- I can't see you tonight.
- I can't lend you any money.
- There are no tickets left.

B

- Oh, how disappointing! (for you)
- How very disappointing!
- That's disappointing.
- Oh no!/(Oh,) what a pity!
- That is a shame.
- What a shame!

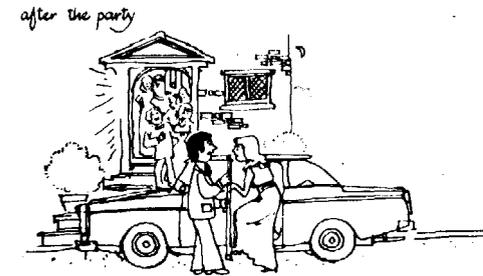


1 Express disappointment on being asked or told the following:

- 1 Did you enjoy the meal?
- 2 What was the journey like?
- 3 I'm afraid the class is full.
- 4 No, I can't let you in.
- 5 There is no room for you.
- 6 No, you can't wait outside.
- 7 Sorry, the lesson is over.

2

- BOY Did you like the party? (*film/play/programme*)
- GIRL Not particularly. / *was rather disappointed. (It was disappointing/ It disappointed me/It wasn't as good as I'd expected)*
- BOY Why? What had you expected?
- GIRL I'd expected it to be much more *exciting. (lively/interesting/amusing)*



3

You would like a friend to come to a party. You telephone the friend to invite him/her, but unfortunately your friend is not free to attend. When you have finished talking, **write down** in dialogue form the telephone conversation you have with your friend. *You may begin:*

- A Is that you....?
- B

You feel ill, worried or unhappy.
Here are some of the things
you might say.

- A** What's the matter?
What's wrong?
What's the problem?
Are you all right?
Is anything the matter?
Is anything wrong?

- B** I'm worried.
I'm rather/very/terribly/dreadfully worried.
I've got (a lot of) worries/problems.
I've got a lot on my mind.
I feel (absolutely) awful/terrible.



I feel		(very)		ill.
I'm				sad.
				miserable.
				fed up.
				nervous.
				depressed.
				low.

- I don't feel /I'm not (at all) well/happy.
I'm in (terrible/serious) trouble.
I'm (very) anxious.
I feel /I'm desperate.

- A** Reassurance
Try to look on the bright side of things.
Cheer up.
Don't worry.
Don't let it get you down.
Have you seen the doctor? (illness)

1 Practise Ming some of the expressions in Sections A and B with someone in the following situations:

- 1 You think you've lost your passport
- 2 You've got a very bad cold
- 3 You're working fourteen hours a day for an exam
- 4 You've lost your way and don't know how to get back to your hotel

EXAMPLE

- A What's the matter?
B *I'm rather worried.* I think I've lost my passport.
A Cheer up. If you can't find it, you can always apply for a new one.

2 A What's the matter? You don't look well.
B *I'm worried.* (I'm rather worried/I feel terrible/I'm very depressed)

- A What about?
B *My exam.* (My interview/The match/My bank balance)
A Oh! Is that all?
B *I feel very nervous* about it. (I'm very anxious/I don't feel at all happy/I'm terribly worried)
A Don't worry about it. Try to look on the bright side of things.



3 A friend phones to enquire how you are and whether you'd like to go out that evening. You are not well and are worried about your health and your work. **Write down** in dialogue form the conversation you have with your friend. Read it aloud with someone. *Begin:*

- A Hullo! How are you?
B

Some ways of considering future events.

A

D'you think
I wonder if / whether

our team will win?
I'll pass the exam?
he'll come tomorrow?
they'll get married?
we'll get there on time?
you'll have time to write?

Will she/he/we/they

arrive on time?
stay for dinner?
go by train?
understand you?

D'you think it'll be
Will it be
I wonder if it'll be
D'you think it's going to be

a fine day tomorrow?
warm at the weekend?
cold tonight?
foggy again tomorrow?
windy today?

B

Heaven knows! / Who knows!
I haven't a clue./I've no idea.
I don't know./I shouldn't think so.
Maybe./Could be./Probably.
Very likely./Most likely.
I think so./I don't think so.
I suppose so./I don't suppose so.
I expect so./I don't expect so.
I imagine so./I don't imagine so.

A

What d'you think the weather will be like tomorrow?
I wonder what the weather will be like?

B

I think / expect it'll be.....
I think it's going to be.....
fine / hot/ rather cold/ windy/ dull/ freezing



1 Ask someone questions using the following cues:

- 1 I / ever / learn to speak English / fluently
- 2 weather / be warm / next week
- 3 plane / arrive on time
- 4 lesson / finish at ten
- 5 bank / still be open

He/She will answer using any of the examples in Sections A and B.

EXAMPLE

- A I wonder if I'll ever learn to speak English fluently?
B I expect so.

2

- A *D'you think Brazil will win? (I wonder if)*
B Could be.
A *I wonder what the weather will be like for the match? (What d'you think)*
B *I don't know, but I think it'll be a good game. (I think it'll be pouring with rain, and I expect they'll cancel the match)*



3 Ask questions beginning:

- 1 I wonder if / whether / what..?
- 2 D'you think ...?
- 3 Will....?

He/She will answer your questions. When you have finished talking, **write down** in dialogue form the conversation you have had.

Gratitude

Here are some ways of expressing gratitude (= saying thank you).

A

Let me | give you a lift home.
 offer you a seat.
 light your cigarette.

I'll | help you.
 pay for the taxi.
 get you a ticket.

I'll do the washing up / shopping.
 I've bought you a newspaper / some cigarettes.

Can I lend you | some money?
 a typewriter?
 an umbrella?

Is there anything I can do for you?

B

- Thank you. / Thanks.
- Thank you very / so much.
- Thank you very much indeed.
- Thanks (very) much.
- Thanks awfully.
- Many thanks.
- I don't know how to thank you.
- Ta.
- I'm very grateful (to you).
- That's/It's (most /very /awfully) kind of you.
- That's/It's (very/awfully) good of you.
- It's really very kind of you.
- You are kind!
- How kind of you!
- How very kind of you!
- I'm much obliged.

very grateful
colloquial



A

- (Oh) that's OK/all right.
- Not at all.
- You're welcome.
- Don't mention it.
- It's a pleasure.
- It's nothing. Think nothing of it.

1 Ask someone to do the following things and then express your gratitude:

- 1 to tell you the time
- 2 to tell you the way to the nearest tube station
- 3 to lend you some money
- 4 to write to you
- 5 to post a letter for you

EXAMPLE

- A Could you tell me the time please?
 B Yes, it's nearly nine.
 A Thanks.
 B You're welcome.

2

- A Many happy returns of the day, darling.
 B **Thank you very much.** (*Thank you /Thank you so much*)
 A And here's your birthday present. (she unwraps the gift)
 B **A gold watch!** (*new dress/fur coat*)
 A D'you like it?
 B I love it. Darling, **you are kind!** (*how kind of you/I don't know how to thank you*)



3

- A friend phones inviting you to a party. You accept but ask whether you can bring along a friend. He says you can. **Write down** in dialogue form the short telephone conversation you have, using some of the expressions of **gratitude** you have learned. *Begin:*
 A Hullo! How are you?
 B

Greeting

Ways of greeting people
and saying good-bye.

Ways of responding to greetings and farewells.

A Hullo!
How are you? } *formal and informal*
How are you keeping?
How are things?
How's life? } *informal*
How's life treating you?

B Fine, thanks. How are you?
(I'm) very well, thank you.
(I'm) fine, thank you. (and you?)
Fine (thanks)./OK (thanks).
Very well (indeed)./Quite well (really).
Not too/so bad.
So so.

A Hullo!
Hi! (Americanism)
Nice to see you.

B Hullo!
Hi!
Nice to see you too.

A Good morning/afternoon/evening, *formal and informal*

B Good morning/afternoon/ evening. *formal and informal*

A Good-bye. } *formal and informal*
Bye./Bye-bye.
Cheerio. } *informal*
See you.
See you later/soon/etc. } *formal and informal*
Let's hope we meet again soon.
Good night.

B can reply by using any expression of farewell.

EXAMPLE

A Good-bye, John.

B Bye, see you tomorrow, Pete.



1 Say good-bye

- 1 to a friend who is going away for a long time.
- 2 very casually to a friend called John.
- 3 to someone you'll see again in the evening.

Greet

- 4 a formal acquaintance.
- 5 a very close friend.

2 A Hullo! Fancy meeting you *in the middle of Oxford Street! (here/again/in this place)*

B Hullo! *How are you? (How are things/How's life/How's life treating you)*

A *Fine.* And you? *{Very well/Not too bad/Quite well really}*

B *Not so bad.* Look, I'll ring you tonight but I must rush now. I'm late for work. Bye. *{Yes, fine/Very well indeed/I'm OK, thanks}*

A *Cheerio. (Bye-bye/Good-bye/See you soon)*



3 Respond freely to the following:

- 1 Hullo! How are you?
- 2 Hullo! How are you keeping?
- 3 Good morning.
- 4 Bye. See you later.
- 5 Nice to see you.

Hypothesis / Supposition

Here are some ways of making suppositions about the Past and the Future.

A Future

Supposing | what **would** you do?
If

What **would** you do **if**....?
there was a fire
your house was burgled
you inherited a fortune
you saw an accident
you became Prime Minister
you spoke perfect English

B I'd....

If... **I'd**.....

I'd... **if**.....

call the Fire Brigade
dial 999 / call the Police (etc.)

A Past

Supposing | what **would** you **have** done?
If

What **would** you **have** done **if**....?

you'd | missed the train
had an accident
failed your exam
broken your leg

there'd been no class today
it'd been raining today
there'd been a bus strike

B I'd have.....

If... **I'd have**.....

I'd have... **if**.....

waited for the next one
called for help (etc.)



1 Give full answers to the following:

- 1 If you had a choice, what famous person/s would you choose to meet?
- 2 If you'd been born with a special gift for music, (or any other talent) what would you have done?
- 3 What sort of things would you do if you were rich?
- 4 Who would you like to be if you were not yourself?

2

- HER** Watch out! You'll hit that car if you're not careful.
HIM Oh no, I won't. But we will have an accident if you don't stop shouting.
(CRASH)
HER You see. I told you *you'd* hit him //you *weren't* careful.
HIM Oh shut up, will you? It was all your fault. *If you'd* kept quiet this *would* never have happened.
HER Oh, so it was my fault, was it? *If I hadn't* warned you in time it *would* have been much worse.
HIM *If you'd* given me proper directions instead of telling me how to drive this *would* never have happened.
HER And you should have kept your eyes on the road instead of looking for your cigarettes. You drivers! What *would* you do //we *weren't* here to guide you?
HIM *We'd* manage perfectly well. What's more....
HER (interrupting him) OK, keep calm now. Here comes the driver of the other car. If you don't keep calm he'll probably start a fight. So take my advice, please, for once.
HIM Right, I will, for your sake.

Keep your eyes on the road



3

Tell a friend What you **would have done** and **not done** in certain hypothetical circumstances. Ask your friend what he/she **would have done** in similar circumstances.

Ignorance

What do you say when someone asks you a question and you don't know the answer? Here are some ways in which you might do this.

- A**
- What's his/her name?
 - How old is he/she?
 - Where does he/she live?
 - Where does he/she come from?
 - Is he/she English?
 - Is he/she a politician/an architect/a teacher?

D'you know where

the library	
the canteen	
Room 15	

 is?

Is this the way to...?
What time is it?

At what time does

the train / plane / boat leave?	
the play / film / show start?	

B (Sorry) (I'm very / awfully sorry) (I'm afraid) ...

- I don't know.
- I really don't know.
- I must confess I don't know.
- I can't tell you.
- I couldn't tell you.
- I couldn't say.
- I've no idea.
- I haven't the slightest/faintest idea.
- I haven't a clue.
- I can't help you (there).
- I haven't the foggiest.

formal

colloquial

slang

Ask

You might ask		him / her.
You'll have to ask		someone else.
Why don't you ask ...?		that policeman (etc.)

He/She/They'll know.
He/She/They may know.



1 Practise with someone asking questions and admitting ignorance about:

- 1 the population of Great Britain
- 2 the distance to Mars/the Moon
- 3 the price of gold/silver
- 4 the distance round the world
- 5 the largest city in Africa

EXAMPLE

- A What's the population of Great Britain?
- B Sorry. I haven't the faintest idea. Ask Tom. He'll know.

2

- CHILD Mum, what's eleven times twelve?
- MOTHER *I don't know* dear. Ask your father. He'll know.
- CHILD Dad, d'you know what eleven times twelve is?
- FATHER Eleven times twelve? *Haven't a clue*. Ask your sister. She may know.
- CHILD Sue, what's eleven times twelve?
- SUE Eleven times twelve? *Sorry, haven't the foggiest*. Work it out.
- CHILD How d'you work it out?
- SUE *Don't know*. Ssh! Can't you see I'm doing my homework?



3

Converse with someone on any topic/s you like, asking questions and using as many expressions of **ignorance** as you wish. When you have finished talking, **write down** in dialogue form the conversation you have had.

Ways of expressing yourself when someone tells you something you find hard to believe (= incredible).

A

I like | crowds.
| hard work.
| noisy children.
| walking in the rain.
| taking medicine.
| dieting.

I hate | television.
| spring.
| animals.
| parties.
| sport.

I learned English in a week.
I keep an elephant in the garden.
I have twelve children.
I want to marry you.

B (No!) ...

Really?
Do/Did/Have you really?
I don't believe you.
I can't believe you.
I really can't believe you/that.
I find that hard to believe.
I refuse to believe you/it/that.
You don't/can't expect me to believe that.
(But) that's incredible.
Surely not!
You're not serious, (are you)?
You can't be serious.
You don't mean that, surely.
You're joking (of course).
You must be joking!
Come off it!
You're pulling my leg. }

colloquial



1 Tell someone that you:

- 1 can speak Chinese fluently
- 2 never drink water
- 3 keep a lion as a pet
- 4 hate travelling
- 5 are in love again

Let him/her express incredulity.

EXAMPLE

- A I can speak Chinese fluently.
B *No! I don't believe you.*

2

- HUSBAND Good news, darling.
WIFE *No, I don't believe you.* What is it? (*No!*)
HUSBAND I'm getting a rise.
WIFE *No! But that's incredible! (I don't believe you)*
HUSBAND A 50% rise.
WIFE A 50% rise? *I refuse to believe it. (You're pulling my leg)*
HUSBAND We'll be able to buy a car.
WIFE *Really? (You're joking!)*
HUSBAND Yes. And a new carpet.
WIFE A new carpet? *You're not serious, are you darling? (You can't be serious.)*
HUSBAND Oh yes I am. And we'll get a colour TV.
WIFE *You can't expect me to believe that.* It all sounds like a dream. (*Surely not!*)
HUSBAND Well, it's a dream come true. But we'll have to wait a while.
WIFE You see, I shan't get the rise till next autumn.
WIFE Oh, next autumn. I see. I thought it was too good to be true.

3 Express incredulity.

I saw.



Indifference

Ways of expressing your indifference when someone says something which does not interest you very much.

A There's a good programme on TV tonight.
It's 93,5 million miles to the Sun.
There are more than two thousand ducks in Hyde Park.
Smoking is bad for you.
Everyone's wearing jeans now.
Man is descended from the apes.

She's		very rich, you know.
He's		
They're		

She's		going		out tonight.
He's				away next week.
They're				to buy a car.

I paid £... for that.

B (Oh!)....

Really.
Is it/he/she/there (really).
Are you/they/there (really).
Did you/it (really).
Is that so.
I don't (really) care.
I couldn't care less.
Who cares?
So what?
I don't give a damn.
Sorry, but... /I'm afraid....
I'm not (really) interested.
I can't say I'm (really) interested.
that doesn't (really) interest me.

using an indifferent
tone of voice

rude



1 Tell someone (who is not interested):

- 1 how old you are
- 2 where you live
- 3 what your telephone number is
- 4 where you work
- 5 how much you earn

He/She will express indifference.

- 2** SALESMAN Would you like to see our new *nylon shirts? (summer suits / cotton dresses /leather jackets)*
- CUSTOMER *Sorry, but I'm not really interested in... just now. (Sorry, but I can't say I'm interested)*
- SALESMAN But they're very nice you know.
- CUSTOMER *Really. (Are they)*
- SALESMAN And not expensive either.
- CUSTOMER Oh, I *don't care* about that. (*/ don't really care*)
- SALESMAN Everybody's buying them.
- CUSTOMER *Are they. (Really)*
- SALESMAN Yes, they're very fashionable you see.
- CUSTOMER I'm afraid *I'm not interested* in fashion. (*/ couldn't care less* (about))
- SALESMAN I see.
- CUSTOMER But thank you very much all the same.
- SALESMAN Sorry I couldn't help you.



- 3** A friend is telling you what he/she did at the weekend. You're not really very interested. When you have finished talking, **write down** in dialogue form the conversation you have had.

Intention

Ways of talking about future plans and intentions.

A What are you doing | tonight / tomorrow / on Saturday? etc.
What'll you be doing

What'U you do |
What are you going to do | in the summer / at the weekend? etc.
What d'you plan / intend to do

B | staying at home.
(I'm) | going out.
(I'll be) | calling on friends.
| doing some work.

(I'll) | work hard.
(I'm going to) | read a lot.
(I plan to) | study Russian.
(I intend to) | finish my book.

A Are you getting married / going to get married?

B Yes, (I am). | Probably. / Possibly.
No, (I'm not). | or I expect so. / I don't know, etc.

A Will you go away/be going away in the summer?

B Yes, (I will). | Probably. / Possibly.
No, (I won't). | I expect so. / I don't know, etc.

A D'you plan/intend to go away in the summer?

B Yes, (I do). | Probably. / Possibly.
No, (I don't). | or I expect so. / I don't know, etc.



1 Talk to someone about plans and intentions, using any of the forms in Sections A and B and the following cues:

- 1 parents/the summer/the seaside
- 2 you/Saturday/the cinema
- 3 you / weekend / away
- 4 he / tomorrow / swimming
- 5 they/tonight/a party

EXAMPLE

A What are your parents doing in the summer?

B They're going to the seaside.

or:

A Will your parents be going to the seaside in the summer?

B I expect so.

2 HER Happy New Year, darling.

HIM Happy New Year.

HER Any good resolutions?

HIM Yes, lots. I'm giving up *smoking*. (*gambling/drinking*)

HER Good. I intend to give up *chocolates* (*cakes/cigarettes*)

HIM I'm full of good intentions. I'm going to *work harder*. (*take more exercise/be nicer to everyone*)

HER Fine. And I'll take up *French cooking*. (*gardening/knitting*)

HIM We're going to be very good. (*happy/bored*)

HER Yes, we are.



3 Talk to someone about your New Year's resolutions.

You may begin:

A Have you made any resolutions for the New Year?

When you have finished talking, **write down** in dialogue form the conversation you have had.

Interrogation

Ways of asking and answering questions.

Questions beginning with a WH word

are usually said with a falling tune. ↘

Verb questions, that is those beginning with a verb form,

are usually said with a rising tune ↗

and may be answered with a 'Yes' or 'No'.

A wh questions: falling tune ↘

Where are you travelling/going to?

Why are you going there?

Which (other) countries are you going to/visiting?

How | long are you going for?
| much money are you taking?

Who are you travelling/going with?

When are you coming back?

Whose luggage is this?

What have you got to declare?

B (I'm travelling to/going to) the States / England .../ etc.
(I'm going there) to study / on a holiday, etc.
(I'm going to/visiting) France/Italy, etc.
(I'm going for) a year/two years, etc.
(I'm taking)....
(I'm travelling/going) alone/with my wife, etc.
(I'm coming back) next year/next October, etc.
(It's) mine.
(I've got) nothing/some jewellery (to declare).

A Verb questions: rising tune ↗

Are you | going to the States?
| going there to study?
| going to any other countries?
| staying long?
| travelling / going alone?
| coming back soon?

Is this your luggage?

Have you anything to declare?

Yes, (I am). / No, (I'm not).

Yes, (it is). / No, (it isn't).

Yes, (I have). / No, (I haven't).



1 Using the correct tune, ask someone:

- 1 what the time is
- 2 if it's time to leave
- 3 where the station is
- 4 if it's very far
- 5 how to get there
- 6 if there are any buses to the station

2 X has been stopped by the Police because he was driving too fast (= speeding) on a London road.

POLICE Why didn't you stop when we first signalled?

DRIVER Did you signal more than once, then?

POLICE What do you think? Of course we did. Only you didn't see us because you were speeding. That's why.

DRIVER Was I? I'm sorry about that. What's the speed limit on this road?

POLICE Don't you know? 60kph.

DRIVERS Was I doing more than that, then?

POLICE What do you think? Of course you were. You were doing more than 80 kph. .

DRIVER Was I? I'm sorry about that.

POLICE I'm afraid I shall have to charge you with an offence under the Road Traffic Act.

DRIVER Will I have to pay a fine? Will I have my licence endorsed?

POLICE That's for the Court to decide.



3 The Magistrate questions X at Court. He asks him:

- 1 what his name/address is
- 2 if he is the owner of a vehicle registration number NLD 782K.
- 3 if he was driving at 80kph on the night of 9 April 19.. down Lyndale Avenue.
- 4 whether he has anything to say in his own defence.

Imagine you are the Magistrate. Role-play the situation with someone.

When you have practised speaking the parts/roles, **write down** in dialogue form the conversation you have had. *You may begin:*

MAGISTRATE Is your name.....?

Introduction

How do you introduce people to each other in formal and informal situations? Here are some of the ways in which you might do this.

A Tom./Bob./Mary./Sue,
I'd like you to meet
I don't think you've met
have you met?
this is
Let me introduce you to
 my sister Jane
 Tom Jones, a friend of mine
 my girlfriend Sheila

B **Hullo**, Jane/Tom/Sheila.

C **Pleased to meet you** Tom/Bob/Mary/Sue.

A Mother./Father./Mr Martin./ Mrs Thompson, / Miss Hopkins, ...
may I introduce ?
 my solicitor Mr Ennion
 Dr Haskins, my tutor
 Dr Rust, the Principal

B **How do you do?**

C **How do you do?**
 (I'm pleased to meet you.)

less formal

A **Hullo**, my name's
 Michael Anderson
 Susan Catlin

B **How d'you do? / (I'm) pleased to meet you.**
My name's



1 Introduce:

- 1 a close friend / to your mother
- 2 yourself/ to a new colleague
- 3 your teacher / to a friend
- 4 your bank manager / to your wife / husband / brother

2 Meeting people to the sound of loud music and cheerful voices ...

PAUL And *this is* Jane.
 ROBERT **Hullo** Joan.
 JANE Jane (she laughs, correcting him). *Hullo*, Robert.
 Pleased to meet you.
 PAUL Look who's arrived! John, nice to see you.
 Let me introduce you to some friends. This is Jane and Robert.
 Hullo. I'm very pleased to meet you.
 JOHN } *Nice to meet you* too.
 JANE }
 ROBERT }
 PAUL } Oh hullo, Mr Martin. *May I introduce you to* some friends?
 Jane Spence, Robert Anderson, John Allwright.
 This is Mr Martin, my bank manager.
 How d'you do? I'm very pleased to meet you.
 MR MARTIN } *Nice to meet you.* Enjoying yourself?
 JANE }
 ROBERT }
 JOHN }
 MR MARTIN } Very much. The music's rather loud though,
 isn't it? I couldn't quite catch your names.
 Did Paul say your name was . . . er . . . er . . . ?
 (EVEN LOUDER MUSIC)



3 You have invited the following people to a dinner party. They have not met before. Introduce them to each other.

- 1 your parents
- 2 your new boy / girlfriend
- 3 his / her brother
- 4 a neighbour (Mrs Jamieson)
- 5 a colleague (Jim Witham)

Ways of inviting someone to do something.
Ways of accepting
or refusing an invitation.

A Would you like to . . . ?
D'you want to . . . ? (*casual*)

come	}	to a party on Saturday and have dinner with me dancing / swimming out with me one evening on a holiday with me
		join me for lunch come and see me see my holiday snaps / new car listen to my new record meet my wife / husband / parents

B (Yes,) ... Acceptance

I'd | like to very much. } *enthusiastic*
love to.

I would / do. Thank you.
If you want (me to). } *indifferent*
If you('d) like (me to).

(No,) ... Refusal

I'm afraid I can't.
(I'm) sorry, I can't.
I'd like to, but
(I'm afraid) I can't.
I wish I could, but ...
I'd better not.
I'd rather not.
No, thanks.
No, I wouldn't / don't. } *emphatic*
Certainly not.



1 Invite someone to:
1 see (a film / a play / football match)
2 go for a walk with you
3 have a cup of tea / coffee
4 telephone you tonight
5 play (bridge / tennis / golf with you)
6 borrow your umbrella / some money
7 spend an evening with you
He / She will accept or refuse.

2 HIM Would you like to *come out with me* tonight?
(*have dinner with me / go to the cinema*)
HER Sorry, I can't.
HIM Tomorrow night then?
HER I'd like to, but I'm afraid I can't
HIM Would you like to *go to the theatre*, then? (*go to a concert / go for a drive*)
HER I wish I could.
HIM OK, well *give me a ring*, then. (*phone me / write to me*)
HER No, I'd better not.
HIM Why not?
HER Because I don't think my husband would like it!



3 Invite someone to do a variety of things. That person will either accept or refuse your **invitations**. When you have finished talking, **write down** in dialogue form the conversation you have had.

Like and Dislike

Here are some ways of expressing year like and dislike of people and things.

- A** D'you like....?
 ice-cream / chocolates
 fish and chips / spaghetti
 the cinema / the theatre
 football / tennis / cricket
 pop music / classical music
 animals / cats / dogs
 travelling / swimming / reading

(Yes,)...

- B** I do.
 (I do) very much / a lot }
 I love it / you / them. } *strong*
 I quite like it / you / them. }
 It's / You're / They're all right / OK. } *moderate*
 I like it / you / them very much indeed. } *enthusiastic*

(No,)...

- I don't.
 I don't like it / you / them at all.
 I don't care for it / you / them.
 I hate it / you / them.
 I can't stand it / you / them. } *strong*
 I can't bear it / you / them. }
 Not (very) much. }
 Not particularly. } *moderate*
 I can't say I do. }

- It's / You're / They're } *strong*
 awful. }
 horrible. }
 terrible. }

Agreement and disagreement

- A** So do I.
 I do too.
 I don't. / I don't either.
 Nor do I. / Nor can I.
 I do. / I can.



1 Ask someone

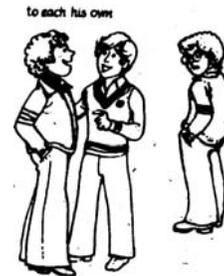
if he/she likes | English.
 boys / girls.
 you.

what kind of | flowers | he/she likes.
 people |
 food |

EXAMPLE

A What kind of food d'you like?
 B I like Continental food.

TOM I love *blondes*, don't you? (*slim girls / red-haired girls*)
 DICK Not particularly. I like *brunettes* better. (*fat girls/black-haired girls*)
 TOM And I like a girl with a *nice smile*. (*good skin/nice eyes*)
 DICK Do you? I can't say I do. What I like is a girl with a *nice nature*. (*good manners/a good sense of humour*)
 TOM Well yes, but surely you like a girl with *good looks*. (*a nice figure/good legs*)
 DICK Yes, but I like a girl with *good brains* better. (*a nice personality/charm*)
 TOM But you like a girl *to have money*, surely? (*to be rich / to dress well*)
 DICK Not particularly. I like a girl *to have character*. (*to be good/to dress neatly*)
 TOM Mmm. What about you Harry? You haven't said a thing.
 HARRY I don't like girls. J think they're awful.



3 Ask someone questions beginning: D'you like ... ? / What kind of.... d'yon like?

When you have finished talking, **write down** in dialogue form the conversation you have had.

Loss (for Words)

Here are some of the things you might say when you can't think of a word of an expression you want to use while talking to someone (= when you are at a loss for words).

A I can't think of the right word, but you know what I mean.
 Oh, you know what I mean.
 A sort of you know.
 You know the sort / kind of thing I mean.
 I don't (quite) know what you call it.
 One of those things, oh you know.
 (I) can't remember what it's called / the name.
 I've forgotten what they're / it's called.
 Er, something or other.

B Yes, (I think) I know what you mean.
 Yes, I know (exactly) what you mean, but I can't remember what it's called / the name.
 No, (I'm afraid) I don't know what you mean.
 You mean. . . . ?
 D'you mean. . . . ?
 Are you thinking of. . . . ?
 Is it ?



1 Complete the following exchanges (as you wish).

- 1 A You know what J mean.
B.....
- 2 A D'you mean.....?
B.....
- 3 A?
B No, I don't mean that
- 4 A A sort of.....you know.
B.....
- 5 A.....?
B Yes, that's right

- 2 A Can I help you?
 B Yes. I'd like one of those things, *oh you know*.
 A *No, I'm afraid I don't.*
 B *You know the sort of thing I mean* - for holding papers together. I've forgotten what they're called.
 A Ah, *you mean* paper clips, don't you?
 B No, not exactly. A sort of paper clip, *er, you know what I mean*.
 A Sorry I don't.
 B They're little wire things you put in a machine and then press.
 A Ah, *you mean* staples, don't you?
 B Yes, that's right. *I couldn't remember what they were called.*
 Thank you.



- 3 Talk to an imaginary salesman / saleswoman in a supermarket. You can't think of the name of something you want to buy. You ask him/her for help. When you have finished talking, **write down** in dialogue form the conversation you have had.

You may begin:

- A Excuse me, could you help me? I'm looking for one of those things, er, I can't remember what they're called. They're.....
 B

Necessity*

* See also page 72 on *Obligation*.
Here are some ways of asking someone whether it is necessary for you to do or not to do something.

A is going to study in England

Do I need to....?

Need I....?

Is it necessary (for me) to....?

Is there any need (for me) to ...?

Have I got to... ?

Do I have to.... ?

Must I ... ?

get a visa
apply to a lot of colleges
fill in a lot of forms
send them academic references
find accommodation
book a passage
buy a lot of clothes
take a lot of money
brush up my English

strong

B is an Englishman living in A's country

Yes, you do / have / must

Yes, it is. (necessary)

Yes, there is. (a need)

No, you

don't
needn't (do that)
don't need to. (do that)
don't have to. (do that)

No, it isn't. (necessary)

No, there isn't. (any need to do that)



1 Using any of the examples from Section A, ask someone whether you need to:

- 1 send a stamped addressed envelope
- 2 send it by airmail
- 3 buy an overcoat
- 4 open a bank-account
- 5 get married

He/She will answer your questions, using examples from Section B.

2 Tom needs a holiday. He has been working too hard. His girlfriend is helping him to get ready for the journey.

JOHN Do I need a visa?

HELEN No, I shouldn't think so. But you *must* take your passport of course.

JOHN Yes, I know. What about smallpox vaccinations? Is it *necessary* to have a certificate or something?

HELEN I'm not quite sure about that. We'll *have to* ask the travel agency.

JOHN I *must* get my travellers' cheques and some foreign currency.

HELEN Yes. You'll *need* the travellers' cheques, but you *needn't* get any foreign currency. You can have my US dollars. I don't *need them*.

JOHN Really? That's very good of you, Helen. But I *must* get a new suitcase. My old one *needs* repairing.

HELEN You *needn't* buy one. You can have mine.

JOHN That's very kind of you, Helen. I hope you don't mind my leaving you like this. I *need* a holiday. It won't be for long.

HELEN Don't be silly, John. I'm going with you. I *need* a holiday too!

3 A friend asks you what you consider to be necessary in order to learn perfect English. Tell him/her. *You may begin:*

A Do I need to study very hard?

B Yes, you do.

When you have finished talking; **write down** in dialogue form the conversation you have had.

Obligation*

* See also page 70 on *Necessity*.

What do you say when you feel you have an obligation or a duty to do or not to do something?

You may also wish to remind or ask others about their obligations or duties, or to release them from these. Here are some of the things you might say.

A

Must I
Do I have to
Have I got to

fill in the whole form?
fill it in now?
provide a photograph?
write in ink / type it?
sign my name?
put it in an envelope?
post it?

obligation

B

Yes, you must / No, you needn't.
Yes, you do. / No, you don't
Yes, you're (to). / No, you haven't.
Yes. / No.

A

(I think)

I should
I ought to

call the doctor. I don't feel well.
call the Police. There's been an accident.
write to my parents. I haven't written for ages.
return this book to the library. It's overdue.
go to bed. It's late.

moral duty

B

Yes, (I think) you should/you ought to/(you'd better).
No, I don't think you should/you ought to/(you'd better).
No, you shouldn't / you oughtn't / (you'd better not).



1 What would you say, using the expressions in Sections A and B, if you hadn't:

- 1 paid your rent
- 2 been to visit a friend in hospital
- 3 written to your parents
- 4 done your homework
- 5 paid your income tax

2 Peter has failed his exams. His father is telling him what he must do.

- A Well Peter, you'll *have to* do better than that next time, won't you?
B *Have I really got to* do those exams again, Dad?
A Of course you *have*. You *must* try harder this time.
B And *must I* go back to school?
A No. You *needn't* do that. *You'd better* get a part-time job somewhere and go to evening classes.
B But Dad, I *should* be working full time at my age. I'm nearly seventeen.
A You *ought to* have worked harder, then you wouldn't have failed your exams. You'll *have to* take a job and study.
B What else *have I got to* do? Join the Army?
A Who knows? That might *have to* come later.

* (You can't get out of it is an expression meaning 'you've got to do it'.)



3 Talk to someone freely about the things you feel you **should/ought to do (for example: take more exercise, be nicer to people, etc.) and the things you **have got to** do (pay bills, etc.) When you have finished talking, **write down** in dialogue form the conversation you have had.**

How do you express your opinion about a particular topic?
How do you agree or disagree with someone's opinions?
Here are some ways in which you might do so.

A I (honestly / really) | **believe** | (that)
| **think** |
| **feel** |

It's my opinion that....

In my opinion....

I maintain (that)....

a woman's place is in the home.
strikes should be made illegal.
education should be free for all.
children should be seen but not heard.
young people have too much freedom.
sport is a waste of time.
television was a terrible invention.

formal

B Agreement (Yes, ...)

I think so too.

I agree (with you).

That's my opinion too.

I think you're right (there).

That's very true.

Partial agreement (Well, yes ...)

I see what you mean, but....

I agree with you in a sense, but ...

But on the other hand

That may be true, but....

Disagreement (No, ...) (Sorry, ...)

I don't (quite) **agree** (with you).

I don't think so.

I don't believe that.

That's not my opinion.

That's your opinion, not mine.

I don't think you're right (there).



1 Express your personal opinion about the following topics:

- 1 Traffic in the centre of towns
- 2 Women in politics and other professions
- 3 Freedom of speech
- 4 Esperanto as a world language
- 5 Space exploration
- 6 Mercy killing

Let someone agree or disagree and express their own opinion.

2 A and B are talking about tomorrow's world. A is a pessimist: she thinks the world is getting worse every year. B is an optimist: he thinks it's getting better.

A D'you *honestly believe* the world's improving every year? (*really think*)

B Yes, I do. I *think* that Science is making us wiser. (*feel*)

A I don't *think you're right there*. (*agree with you*)

B I *believe* industry is making us wealthier. (*think*)

A I don't *believe that*. (*think so*)

B And *in my opinion* Medicine is making us healthier. (*it's my opinion that*)

A *I agree with you in a sense, but* we're all more miserable than ever, aren't we? (*That may be true, but*)

B *I don't agree with you. I maintain that* we're healthier, wealthier and wiser than we were a hundred years ago. (*I don't believe that / In my opinion*)

A That's your opinion, not mine.

* (From an English saying that goes:

'Early to bed, early to rise

Makes a man healthy, wealthy and wise.')



3 Talk to someone freely about topics of interest to you. Ask for and express **opinions**. When you have finished talking, **write down** in dialogue form the conversation you have had.

Permission

Here are some ways of asking permission and of granting and refusing it.

- A** *informal*
- May I...? }
 - Can I...? }
 - Could I...? }
 - Could I possibly...? }
 - D'you mind if I...? *speaker intends to do what he has asked* } *more polite*
 - Would you mind if I...? (+ Past Tense) }
- formal and informal*
- Is it all right if I...? }
 - Is it all right (for me) to...? }
 - I wonder if I could.....? }
 - D'you think I could...? }
- tentative*
- open / close the window
 - ask you a question
 - borrow your pen / umbrella (etc.)
 - use the phone
 - switch on / off the TV
 - go now
 - leave early
 - just say a word
 - look at your books

- B**
- (Yes) of course / certainly.
 - (No,) I'm afraid not.
 - No, I'm sorry, you can't.
 - (No,) I'd rather you didn't.
 - No, of course not.
 - Yes, I do mind.
 - No, that's all right.
 - Yes, I would (mind).
 - No, it isn't all right.
 - No, I'm afraid not.
 - If/As you wish / like.



reluctant permission

- 1 Ask someone permission to:**
- 1 use his / her car *very polite*
 - 2 come and see him / her
 - 3 take the day off *you intend to take the day off anyhow*
 - 4 take him / her home
 - 5 stay the night *tentative*

He/She will either grant or refuse permission.

2 Lucy Redington works as a secretary in a large London firm. Her boss is John Sutcliffe.

- L R *May I come in Mr Sutcliffe? (Can / Could)*
- J S I'd rather you didn't Miss Redington. I'm very busy just now.
- L R *Can I try later, then? (Could / Could I possibly)*
- J S Yes, of course.
(an hour later)
- L R *Is it all right for me to come in now Mr Sutcliffe? (Is it all right to / Is it all right if I)*
- J S Well... Mmm ... I'm still pretty busy, but... all right, come in.
What can I do for you?
- L R *D'you mind if I sit down? (May / Would you mind if (+ Past Tense))*
- J S Not at all. Take a seat. Now, what can I do for you?
- L R I want to leave the department. *D'you think I could put in for a transfer? (I wonder if I could / Could I possibly)*
- J S Yes, but why should you want to do that?
- L R *D'you mind if I speak frankly? (You don't mind if I... do you / Would you mind if (+ Past Tense))*
- J S Not at all. Go ahead.
- L R Well, you see; I don't like the office, I don't like the staff, and I'm afraid you and I don't get on. So, may I put in for a transfer?
- J S Yes, I'd be delighted if you did.



3 Ask **permission** to do things. Someone will either **grant** or refuse you permission. When you have finished talking, **write down** in dialogue form the conversation you have had.

Pleasure and Displeasure

Here are some ways of expressing pleasure or displeasure when you hear something that pleases or displeases you.

A I've won my bet.
We're going out to celebrate tonight.
We'll go to a show on Saturday.
We'll take a holiday.
We'll get married in the spring.

B Pleasure (excited tone)
Good! / That's good.
Great / That's great.
Marvellous! / That's marvellous.
Terrific! / That's terrific.
That's nice./That'll be nice.
Really!
How exciting!
How thrilling!
How wonderful!
Fantastic!

A Mother's coming to stay,
She'll stay a couple of months.
She's bringing the dogs.
We'll have to look after her.
We can't have a holiday this year.

B Displeasure (dull, displeased tone)
Oh no!
(Oh) really!
Mmm.
Oh dear!
Oh heavens!
What a bore!
That is a bore!
That's the limit!



1 Respond with pleasure or displeasure when someone tells you:

- 1 he's got a new job
- 2 it's an exciting job
- 3 he's got a new car
- 4 it cost £5000
- 5 he's got a new girlfriend
- 6 she's a journalist
- 7 they're getting married

HIM I've made up my mind. We're going to *Spain* for the holidays.
(*Italy / Jamaica*)

HER *How exciting! (Marvellous / How thrilling)*

HIM I've got a whole fortnight off this year.

HER A whole fortnight. *That's terrific. (That'll be nice / That's good)*

HIM We'll leave in early July.

HER *Good! Are we taking the car? (Great / Marvellous)*

HIM The car? Oh no, we're going on a package tour.

HER *Oh no! (Oh really / Mmm.)*

HIM And I thought we'd take mother with us.

HER *Oh heavens! Do we have to? (Oh dear / What a bore)*

* (Package tour - holidays organised by large travel agencies which include board and lodging and travel expenses at reduced prices.)



- 3** Ask a friend whether he / she would like to go on a holiday with you. Tell him/her where you would like to go and what you might do there. Some of these things will please your friend; others will not. When you have finished talking, **write down** in dialogue form the conversation you have had.

* See also page 86 on *Probability and improbability*.
Talking about future events. There are things you think might possibly happen; and others you do not think will happen. Here are some ways of expressing the idea.

A D'you think . . . ?
 our horse will win the race
 Brazil will win the World Cup again
 I'll be famous one day

I'll be a famous	politician actor / actress	
you'll be a famous	pianist singer	
Man will conquer	disease poverty	one day
everyone will be	healthy wealthy	

B (Yes,) ...
 (Quite) **possibly**.
It's / That's (quite / very / perfectly) **possible**.
It's / That's (quite / very) **likely**.



I	(may / might / could).	I	
You			you
It			it
He/She			he / she
They		they	

I daresay / Maybe / Perhaps **will.**

That / It could happen.

(No,) ...
I (etc.) **couldn't possibly**.
That's / It's (not possible / quite impossible).
That'll never happen.
That's / It's (very) **unlikely**.
not (at all) **likely**.

1 Ask someone whether he/she thinks:

- 1 the world will end one day
- 2 English will become a world language
- 3 man will live on the Moon one day
- 4 passports will be abolished
- 5 the oceans will dry up

He / She will say whether he / she thinks these things are possible or impossible.

2 A and B are friends. They're going to England to study. They're getting ready for the journey and wondering what it will be like on arrival.

- A I'm sure it'll be wet when we arrive.
 B Yes, *I daresay it will be. (it could well be)*
 A It'll be a Sunday so I expect everything will be closed.
 B No, I don't think that's *possible*. Some places are sure to be open. (*very likely*)
 A But the banks will be closed so we shan't be able to get any money.
 B Mmm. You *may* be right. (*could*)
 A D'you think we'll need our overcoats?
 B No, *we couldn't possibly*. (*that's not possible*)
 A Why not?
 B It'll be summer so it'll be hot.
 A Is that *possible* in England? (*very likely*)
 B Yes, *perfectly possible*. (*it could happen*)



3 Ask questions about future events. Your friend will consider their likelihood. When you have finished talking, **write down** in dialogue form the conversation you have had.

EXAMPLE
 A D'you think you'll . . . ?
 B That's not very likely.

Praise and Criticism

What do you say if you want to praise
(= speak well of) or criticise
(= speak ill of) a person,
a place or a thing?

Here are some ways in which
you might do so.

A I like him/her. I think he /she's.....

a (very)	clever	girl
	nice	boy
	honest	guy
	attractive	woman man

I like it. I think it's.....

a (very)	pleasant	country
	interesting	city
	nice	town
		place museum

a (very)	good	play
	exciting	film
	enjoyable	novel
	original	magazine
		opera

B Yes, I like him / her too. I think

he / she's (very)	charming
	sincere
	straightforward
	considerate
	intelligent

Yes, I like it too. I think it's.....

fascinating / very agreeable / pleasant
very good / fine / excellent

No, I don't like him / her / it. I think.....

he / she's	selfish	it's	awful
	dishonest		terrible
	lazy		dreadful
	unfriendly		dull
	a snob		boring



1 What d'you think of

- 1 television?
- 2 American films?
- 3 the President of the United States?
- 4 the countryside?
- 5 the seaside?

2 A What did you think of the film? (play / concert / party)

B I liked it. I thought it was *great*. (*good / delightful / exciting*)

A Yes, I liked it too. Did you like the *acting*? (*set / programme / food*)

B Yes, I thought it was excellent, didn't you?

A Not really. I thought it was *disappointing*. (*poor / dull / awful*)

B It's a nice *cinema*, isn't it? (*theatre / concert hall / house*)

A D'you think so? I don't like it very much. I find it rather *uncomfortable*.
(*depressing / old-fashioned / cold*)



- 3 Talk to someone about places you've been to, people you've met, things you like / don't like. **Praise** and / or **criticise** them. When you have finished talking, **write down** in dialogue form the conversation you have had.

Preference

Liking one thing better than another.

A

Which d'you prefer / like better,	tea or coffee? football or tennis? travelling by air or by sea? sunbathing or swimming? writing or receiving letters?
--	---

What would you	prefer to rather	do,	study Arts or Science? go to university or travel round the world? get married or remain single?
----------------	-------------------------	-----	--

Would you like to Shall we	go out go to the cinema watch TV have a Chinese meal have an Indian meal	tonight?
-------------------------------	--	----------

B

I prefer.....
I like....better.

I'd	prefer to.... rather.....
-----	--------------------------------------

No, thank you. I'd	prefer to..... rather..... rather not.
--------------------	---

1 Ask someone:

- 1 which he / she prefers, fish or meat
- 2 which he / she likes better, the cinema or the theatre
- 3 what he / she'd prefer to do, learn French or Spanish
- 4 what he / she'd rather be, rich or poor
- 5 if he / she'd like to marry you

2

- HIM Shall we have some soup first?
HER No, thank you. I don't like soup. I'd *rather* have some fruit juice to start with. (*prefer to*)
HIM OK. And what about the main course? Which would you *rather* have, fish or meat? (*prefer to*)
HER Meat, I think.
HIM Don't you like fish, then?
HER I do, but I *prefer* meat. (*like ... better*)
HIM Shall we have some white wine?
HER I'd *rather* have red, please. (*prefer to*)
HIM Don't you like white wine, then?
HER Yes, but I *prefer* red wine with meat. (*like ... better*)
HIM What would you like for dessert? Some cheese?
HER I'd *rather* just have a coffee, I think. (*prefer (just to)*)
HIM Fine. And ... er, after dinner? Shall we go to a disco?
HER No thanks. I'd *rather* go straight home. I'm very tired. (*prefer to*)



- ## 3
- Talk to someone freely about your **preferences**. Ask your friend about his / her preferences. When you have finished talking, **write down** in dialogue form the conversation you have had.

Probability and Improbability*

* See also page 80 on *Possibility and impossibility*.
There are things you consider will probably happen; others you think improbable.
 Here are some ways of expressing probability and improbability when talking about the future.

A D'you think

it'll be	<table border="0"> <tr><td>warm</td></tr> <tr><td>cold</td></tr> <tr><td>wet</td></tr> </table>	warm	cold	wet	tomorrow
warm					
cold					
wet					

the	<table border="0"> <tr><td>train</td></tr> <tr><td>plane</td></tr> </table>	train	plane	will	<table border="0"> <tr><td>leave on time</td></tr> <tr><td>be late</td></tr> </table>	leave on time	be late
	train						
plane							
leave on time							
be late							
<table border="0"> <tr><td>film</td></tr> <tr><td>play</td></tr> <tr><td>concert</td></tr> </table>	film	play	concert	<table border="0"> <tr><td>start on time</td></tr> <tr><td>be good</td></tr> </table>	start on time	be good	
film							
play							
concert							
start on time							
be good							

the government will win / lose the elections

the bank	will lend you the money
your father	
John	

B (Yes,...)

It / He should be / should do.

(Very) **Probably.**

Very likely.

I think so. / I should think so.

I expect so.

(No, ...)

Probably not.

That's not very likely / probable.

I don't think so.

I shouldn't think so.

I don't expect so.

I doubt it.



1 Ask someone if he / she thinks:

- 1 the weather will be fine tomorrow
- 2 you'll pass your exams
- 3 he / she'll be rich one day
- 4 he / she'll get married soon
- 5 the USA will win the next Olympics

Let him / her answer using any of the expressions in Section B.

2 Peter is taking his exams soon. His father is asking the teacher how well he thinks his son will do in the exams.

A D'you think Peter will do well, Mr Atkins?

B *Very probably.* He's bright and works hard. (*He should do*)

A Will he do well in Maths?

B *I expect so.* He's pretty good at Maths. (*should think so*)

A And in Science?

B He'll very *probably* get a distinction in Science. He's excellent at it. (*likely*)

A Will he do well in the Language paper?

B *I doubt it.* He doesn't like writing essays. (*don't think so*)

A We were hoping he'd get a scholarship.

B I'm afraid that's not very *likely*. Peter's clever and works hard, but the Language paper will let him down. (*probable*)

A So there's no chance of a scholarship?

B No, *I don't think so.* (*shouldn't think so*)



3

Ask someone about his / her future plans. Let him / her reply using expressions of *probability* and *improbability*. When you have finished talking, **write down** in dialogue form the conversation you have had.

Promise

If someone asks you to do or not to do something, how do you assure that person that you will? Here are some ways of doing so.

A

You won't	be long, be late, go away, tell anyone,	will you?
-----------	--	-----------

You will	help me, let me know, come,	won't you?
----------	-----------------------------------	------------

D'you promise	not to tell anyone? not to go away? to help me? to let me know?	
---------------	--	--

B

No, I won't
 No, I won't. I promise (you).
 No, I promise (you) I won't.
 No, I promise not to.
 No, I assure you.
 Yes, I will.
 Yes, I will. I promise (you).
 Yes, I promise (you) I will.
 Yes, I promise.
 Yes, I assure you.
 Yes, I do.
 Yes, I promise.
 Sorry. I can't/won't promise (that).



1 Someone asks you:

- 1 not to forget to switch off the lights
- 2 not to leave the front door open
- 3 to pay back the money you borrowed
- 4 to promise to tell the truth

Promise to do what you have been asked.

2

HER Tom. You promised to *cut the lawn*. You won't forget, will you? (*do the garden*)
 HIM No, I won't. I promise.
 HER And you will repair the *television*, won't you? (*radio*)
 HIM OK.
 HER D'you promise?
 HIM Of course.
 HER And Tom, you will help Johnny with his *homework*, won't you? (*Maths*),
 HIM We'll see. I will if I can but I won't promise.
 HER But you will promise not to be late for *dinner* tonight, won't you? (*the party*)
 HIM Yes, but only if you ask me nicely.
 HER Tom, darling. You will try not to be late for *dinner* tonight, won't you please? (*the party*)
 HIM OK. I promise.



3

Ask someone to do and not to do certain things. Let him / her **promise**. When you have finished talking, **write down** in dialogue form the conversation you have had.

Refusal

Here are some ways of refusing to comply with someone's suggestions.

A Why don't you...?

learn how to drive / swim / dance
take up a hobby
go into business
share a flat with me

come | for a walk with me
 | dancing with me

buy a car / bicycle
become a vegetarian
dye your hair
study medicine

B

No, thank you.

No, thank you. I don't want to.

Because I don't want to.

Learn how to drive / Take up a hobby? (etc.) No, thank you.

No, certainly not.

I refuse to.

Why should I?

Oh no!

Never!

Good heavens, no!

Heaven forbid!

(I don't want to)

forceful

dramatic



1 Ask someone why they don't:

- 1 buy a television
- 2 call the Police
- 3 go into politics
- 4 get a new job
- 5 have a haircut
- 6 take up yoga
- 7 become a secretary

He/She will refuse to comply with your suggestions.

EXAMPLE

A Why don't you have a haircut?

B Have a haircut? Why should I? (My hair isn't long.)

2

HIM Why don't you sit down and relax, darling?

HER *Because I don't want to. (No, thank you. I don't want to)*

HIM Well, come and talk to me then.

HER *Certainly not. (Why should I?)*

HIM May I turn on the radio then? (*television*)

HER Turn on the radio? What for? (*television*)

HIM So that we can sit down together and *listen to some music. (watch a good film)*

HER *Listen to some music? And who'll cook dinner? Will you? (Watch a good film)*

HIM OK, I will. But let's go to a disco after dinner.

HER To a disco? *Heaven forbid!* You know I hate pop. (*Oh no*)

a quiet evening at home



3

Make suggestions. Someone will **refuse** to comply. When you have finished talking, **write down** in dialogue form the conversation you have had.

There are things about the past, the present and the future you may regret (= things you are sorry you did or did not do in the past or can't do now or in the future).

A

Why did you | leave the door unlocked?
leave the lights on?
get up late?

Why didn't you | lock the door?
switch off the lights?
get up earlier?

Why don't you | take a day off?
go away for a while?
come to the party?
buy a new car?
go back home?
get married?

B

I wish I had / hadn't.
If only I had / hadn't.
I'm sorry I didn't / did.
It's a pity I didn't / did.

I wish I could.
If only I could.
I'm sorry I can't.
It's a pity I can't.



1 You regret:

- 1 not having been to university
- 2 not having studied Law
- 3 having studied Medicine
- 4 not being able to have a holiday

How might you express your regret?

2 Burglars have broken into Pat and John's house. They were at work when it happened. The thieves got in easily through an open window.

HIM They must have got in through the kitchen window.

HER *If only* we'd remembered to *close* it! (*/ wish; shut*)

KIM I'm afraid your diamond *bracelet* has gone, darling. (*ring*)

HER *I wish* I'd put it in the bank! (*If only*)

HIM Look, they've taken your *fur coat* too. (*necklace*)

HER I know. *I'm sorry* I ever bought it. (*It's a pity*)

HIM I notice they've taken our radio and left the television.

HER *It's a pity* they didn't take the telly. We need a new one. Anyway, we can claim for all this from the Insurance Company. (*I'm sorry*)

HIM *I wish* we could, but we can't. You see, we're not insured. (*If only ...I*)

HER Not insured? Oh no! I wish I were dead!

3 Ask questions beginning: **Why don't you? Why didn't you? Why did you?**

He/She will answer using expressions of **regret**. When you have finished talking, **write down** in dialogue form the conversation you have had.

Reluctance

If someone asks or invites you to do something you don't want to do, what might you say? Here are some ways of expressing your reluctance (= unwillingness) to do it.

A

- | | |
|-------------------|---|
| Shall we | go for a walk?
go to the cinema?
do some work? |
| Let's | go out tonight.
watch this programme.
listen to some records. |
| Why don't you | do your homework?
read the papers?
go for a swim? |
| Would you like to | go for a drive?
have a party?
give me a kiss? |

B

(No, ...)

- | | |
|--|---|
| I don't feel like it.
I don't want to.
I'm not in the mood. | } |
| I don't really want to.
I don't really feel like it.
I'm not really in the mood. | } |
| I'd rather not.
Do I/we have to?
Have I/we got to? | } |

strong

moderate

polite

grudging



1

Suggest to or invite someone to:

- 1 listen to the radio
- 2 go away for the weekend
- 3 go shopping
- 4 play a game of tennis
- 5 take a rest

Let him or her express reluctance to do so.

2

- HER John, why don't you go and do some gardening? The lawn needs weeding.
- HIM Because *I'm not in the mood*, that's why. (*/ don't want to*)
- HER Well, don't just sit there. Do something. Come and help me in the kitchen.
- HIM Help you in the kitchen? */ don't feel like it. (No, I'd rather not)*
- HER Well, would you like to lay the table then?
- HIM Really, *do I have to? (have I got to?)*
- HER Not if you don't want to. Perhaps you'd like to have a drink?
- HIM No, */ don't really want to. (I'm not really in the mood)*
- HER Well, isn't there anything you want?
- HIM Yes. I want to go out. Would you like to come?
- HER No, why should I? */ don't feel like it. Besides, you're in such a bad mood. (I don't want to)*

*(Tiff=a minor quarrel usually between intimate friends.)



3

You're planning what to do at the weekend with a friend whose suggestions you are **reluctant** to accept. When you have finished talking, **write down** in dialogue form the conversation you have had.

Report

Ways of reporting what you have heard others say.

A What time is it?
 Is it nine o'clock?
 I can't wait.
 I must leave now or I'll miss the train.
 I'm enjoying myself here and have already met a lot of people. I don't really want to go back home.
 Have you been here?
 Did you like it?
 Can I ask you a few personal questions?
 Where d'you come from?
 Where d'you live?
 How old are you?
 Will you be staying here long?
 Thank you.

B What did he say?

C He **wanted to know** what time it was.
wondered if ... was
said he couldn't
said he had to or he'd (would)

He **said** he was... and **had**
 He **didn't**
 He **asked** me if I'd (had)... and whether **I'd liked**
 He **wanted to know** if he **could** ... (I said he could)
 He then **asked** me where I **came** from,
 where **I lived**,
 how old **I was**,
 and if **I'd** (would) be staying here long.
 Then he **thanked** me.



1 **A friend telephones you saying:**
 1 My car's been stolen.
 2 I parked it outside my house last night.
 3 Now, it's gone.
 4 I've telephoned the Police but
 5 they haven't arrived yet.
 6 I suppose they'll be here soon.

Report the incident to a friend. Begin:
 That was Tom on the phone. He said his car.....

2 An Immigration Officer is questioning a student on his arrival in Britain.
A May I see your passport please? Thank you. Health Certificate? Right. How long d'you intend to stay in England?
B I don't know yet. It depends on my situation.
A Have you got a visa?
B No, but I've got a Home Office Letter of Consent.
A May I see that, please? (he inspects it) Yes, this is all right. Where will you be studying?
B At the London College of Commerce.
A Is it a full-time course of study?
B Yes, it is. I've already been accepted. Here's the letter.
A Fine. Have you sufficient funds for your maintenance in London?
B I have an account at Barclay's Bank. Here's the letter.
A (reads the letter from the bank) Thank you. I'm giving you a six months' student visa. (stamps passport) If you want to stay longer, you can apply to the Home Office in four months time. Here's your passport.
B Thank you.



3 When you've read the dialogue aloud with someone once or twice, imagine that you are B and **reporting** the scene at the Immigration Office to a friend. Do it **orally first** and then **in writing**. *Begin:*

First of all he asked to see my passport.
 Then,.....

Reproach

What do you say when someone's behaviour annoys you?
How do you reproach that person for his/her actions?
Here are some ways
in which you might do so.

A	Why (on earth) didn't you	<table border="0"> <tr> <td> </td> <td>tell me the truth?</td> </tr> <tr> <td> </td> <td>tell me you were married?</td> </tr> </table>		tell me the truth?		tell me you were married?		
	tell me the truth?							
	tell me you were married?							
	What d'you mean by	<table border="0"> <tr> <td> </td> <td>coming in so late?</td> </tr> <tr> <td> </td> <td>using my car?</td> </tr> </table>		coming in so late?		using my car?		
	coming in so late?							
	using my car?							
	You might have	<table border="0"> <tr> <td> </td> <td>told me that before.</td> </tr> <tr> <td> </td> <td>offered to help me.</td> </tr> </table>		told me that before.		offered to help me.		
	told me that before.							
	offered to help me.							
	You should(n't) have	<table border="0"> <tr> <td> </td> <td>mentioned it.</td> </tr> <tr> <td> </td> <td>left early.</td> </tr> </table>		mentioned it.		left early.		
	mentioned it.							
	left early.							
	You have no right to	<table border="0"> <tr> <td> </td> <td>be so rude.</td> </tr> <tr> <td> </td> <td>complain.</td> </tr> </table>		be so rude.		complain.		
	be so rude.							
	complain.							
	How dare you	<table border="0"> <tr> <td> </td> <td>speak to me like that!</td> <td rowspan="2">} <i>very</i></td> </tr> <tr> <td> </td> <td>insult my friends!</td> <td><i>reproachful</i></td> </tr> </table>		speak to me like that!	} <i>very</i>		insult my friends!	<i>reproachful</i>
	speak to me like that!	} <i>very</i>						
	insult my friends!		<i>reproachful</i>					

B



Sorry.
I'm sorry, I
Sorry, I (do) apologise.
(I hope you'll) forgive me.
(Sorry,) it was wrong of me (not to).
Why should(n't) I?

defiant / rude

- 1 A friend has:**
- 1 not phoned you
 - 2 not invited you to a party
 - 3 borrowed your car without permission
 - 4 left the car lights on
 - 5 not contacted you for ages
- Reproach your friend. He /She will excuse himself/herself.**
- 2**
- GIRL *Why didn't you tell me you had a girlfriend? (What d'you mean by not ... ing)*
- BOY Sorry, I thought you knew.
- GIRL But *you should have* told me you were in love with her. (*you might have*)
- BOY Didn't I?
- GIRL You know you didn't.
- BOY Well, I'm telling you now.
- GIRL Yes, but *you might have* told me before. (*why didn't you (tell)?*)
- BOY I didn't think you'd be interested.
- GIRL You can't be serious! *How dare you* not tell me you were going to marry her! (*Why on earth didn't you...?*)
- BOY Sorry, I didn't think it mattered.
- GIRL Oh, you men! You're all the same.



- 3** **Reproach** someone for things he/she has or has not done. He/She will respond apologetically or rudely. When you have finished talking, **write down** in dialogue form the conversation you have had.

Asking people to do things.

A Said with a rising tune ↗ Listed in order of politeness.

Could | you ..., (please)?
Would |

..., | **will** | you?
 | **would** |

Will you ..., (please)?

Do | you mind -ing ... ?
Would |

Will | you be | **so kind** | as to ... ? *very formal*
Would | | **so good** | *and rarely used*

- close/open the door/window
- listen to me
- wait a minute
- tell me the time
- do me a favour
- lend me £1
- post this letter
- help me
- hold this for me
- keep me company
- give me a lift
- get me some stamps
- pass the salt



B (Yes,) of course/certainly/ all right
 OK.
 I'm afraid / Sorry, I can't
 (No,) I can't. / I won't.

1 In varying degrees of politeness ask someone to:

- 1 turn the radio off
- 2 close the door
- 3 tell you the truth
- 4 show you the way
- 5 carry your suitcase

He/She will comply or refuse.

2 Tom has been waiting to be served for a long time. He is impatient.

TOM Waiter, bring me the menu, *will you?* (*would*)

WAITER Just a moment, I'm coming.
 (ten minutes later)

TOM Now, what would you like?

TOM I'd like to see the menu. *Would you get me one, please?* (*Could ... please*)

WAITER Yes, certainly. Here you are.

TOM Thank you. Ah! But this is in French. *Would you mind giving me the English menu?* (*Do you mind*)

WAITER It's written in English too, in smaller print. There.

TOM Thanks. I'll need a while to choose. *Could you come back in a minute?* (*Would*)

WAITER Right.
 (five minutes later)

TOM Now, what are you having?

TOM I'm sorry, I haven't decided yet. *Do you mind giving me a couple of minutes?* (*Would you mind*)

WAITER All right, but *would you be so kind as to make up your mind soon?* We're very busy just now as you can see, sir. (*would you be so good as to*)



3 You're at an airport travelling with a friend. You need your friend's help in a number of ways: with the luggage; checking in; flight information, etc. Ask your friend to do these things, in varying degrees of politeness. When you have finished talking, **write down** in dialogue form the conversation you have had.

Request (for Repetition)

Ways of asking people to repeat what they have said because you have not heard them distinctly.

A makes any statements or asks any questions he/she likes:
Turn left at the lights/.../... etc.
Have you been to Africa/.../...? etc.

B (Sorry,) ...
What was that (you said)?
Could you say that again (please)?
Could you repeat that?
Would you mind repeating that? (I didn't hear you.)
I didn't hear what you said.
I didn't hear that.
I didn't (quite) catch what you said.
I didn't catch that.

What?	(did you say?)
Where?	
Who? (etc.)	

Say that again (please).



1 Speaking indistinctly, someone:

- 1 asks you the time
- 2 asks you where you live
- 3 tells you where he/she lives
- 4 tells you something about the weather
- 5 says he/she can't go to your party

You haven't heard properly. Ask the person to repeat what he/she said.

2 A is a little hard of hearing (= deaf). He often has to ask people to repeat what they have said.

- A Sorry. *What was that you said? (Say that again.)*
 B I'll meet you at the Bull and Bush round about seven.
 A *Where? (Where did you say)*
 B At the Bull and Bush.
 A *When did you say? (When)*
 B Round about seven. Tony's coming too.
 A *Who's coming? (Who did you say (was))*
 B Tony. Tony Hughes, you know. Don't forget to bring the letter.
 A Sorry. *I didn't quite catch what you said.* There's a lot of noise outside.
(Would you mind repeating that?)
 B I said don't forget to bring the letter.
 A Loretta? No, she can't come, she's busy.



3 Make statements and ask questions. Speak indistinctly. Your friend will ask you to repeat what you have said. When you have finished talking, **write down** in dialogue form the conversation/s you have had.

Making suggestions when someone invites you to do so.

A	What shall we	buy for her birthday?
		do tonight?
		have for lunch?
Where shall we	go in the summer?	
	leave our luggage?	
	park the car?	
Who shall we	invite to the party?	
	write to?	
	ask for information?	
When shall we	leave?	
	return?	
	get up?	

B
Let's.....
Why don't we....?
Why not....?

How		about (+ -ing)....?
What		
We		might.....
		could.....
I suppose we		might.....
		could.....
I suggest we.....		



tentative

1 Someone asks you for suggestions about:

- 1 a party: when to have it
- 2 where to have it
- 3 who to invite
- 4 what food to serve
- 5 what kind of music to have

Make practical suggestions.

- 2
- A *Why don't we* get ourselves a new car? The old one's falling apart. (*Let's ...*)
- B Oh, what a good idea!
- A What kind shall we get?
- B We *could* look at an MG this time, if you liked. (*might*)
- A Yes, fine.
- B When shall we go and look?
- A *Why not* sometime next week? (*Why don't we go*)
- B No, let's go on Saturday.
- A OK.
- B Where shall we go?
- A There's a car dealer down the road. *How about* going there? (*What about*)
- B No, I don't like that place. *Why don't we* try the garage Martin recommended? (*I suggest... .*)
- A Fine. We'll do that.



- 3 A friend, who would like to go on holiday with you, asks you to **suggest** where to go and stay, how long to stay, etc. Make **suggestions**. When you have finished talking, **write down** in dialogue form the conversation you have had.

Expressing surprise when people say surprising things.

A

I've just	won £1000. got married. swum the Channel. given up my job. bought a yacht. spoken to the Queen.
I think	England has the best climate in the world. English food is the best in the world.
I prefer	English food to foreign food. winter to summer. work to play.
I love	walking in the rain. foggy weather. going to work. the sound of traffic. the smell of petrol.

B (No!) ...

You haven't, have you?
 You don't, do you?
 Really?
 Have/Do you really?
 Never!
 What?
 Good heavens!
 Good gracious!
 Get away!
 You can't be serious.



1 Tell someone:

- 1 you've just been sacked/robbed/proposed to
 - 2 you like hard work/cold weather/frozen food
 - 3 you prefer rain to sunshine/water to wine
 - 4 you think English is easy/driving a car is difficult
- He/She will express surprise at your statements.

2

- A D'you know who's just got married? Old Macdonald.
 B *Never!* He's over eighty, isn't he? (*No*)
 A He's nearly ninety.
 B *Good gracious!* Are you sure? (*Good heavens*)
 A I am. What's more his wife is eighty-four. .
 B *She isn't, is she?* (*Is she really*)
 A Yes, she is. And guess what! He's her sixth husband.
 B *Really?* Quite a woman, isn't she? (*Get away!*)



3 Tell someone surprising things:

- 1 you've just done
- 2 you like/hate
- 3 you prefer

He/She will express surprise. When you have finished talking, **write down** in dialogue form the conversation you have had.

Ways of giving sympathy and encouragement to someone.

A

I've | failed my exams.
lost my job.
had an accident.
broken my leg.
got to go into hospital.

I didn't | get the job.
get my degree.
get the scholarship.
win the prize.
win the case.

My wife/husband has left me!

B

(Oh,)...

No!
I am sorry.
I'm so sorry.
I'm sorry to hear that.
What a shame!
That is a shame.
What bad luck!
That is bad luck.

But ...

Never mind! ...
Cheer up! ...
Don't worry (about it) ...
You mustn't worry (about it) ...
Don't let it worry you/get you down
You mustn't let it get you down ...
It could be (a lot) worse.
It's not the end of the world.



1 Tell someone:

- 1 your car was stolen
- 2 your house was burgled
- 3 you've had your car licence endorsed
- 4 the house you wanted to buy has been sold to someone else
- 5 when you got to the airport your flight had been cancelled because of a strike

He/She will give sympathy and encouragement.

2

As John was driving on the motorway he heard a loud noise coming from the engine. Seconds later the car came to a sudden halt. He is talking about it to his friend Tom.

JOHN I daresay you've heard about my breakdown on the motorway.

TOM Yes. *What bad luck!* But *cheer up!* It could have been a lot worse. (*What a shame / Never mind*)

JOHN Could it? They tell me it needs a new engine.

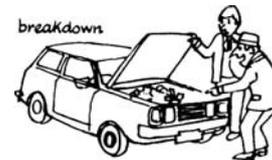
TOM Oh, no! / *am sorry.* It'll cost you a fortune. (*That is bad luck*)

JOHN Yes, over £500 I believe.

TOM £500! Oh, *that is bad luck.* You poor chap. (/ *am sorry*)

JOHN Still, as you say, it could have been a lot worse. I might have been killed.

TOM Quite. *It's not the end of the world.* But I know how you feel. £500 is a lot of money. (*You mustn't let it get you down*)



3

A friend is speaking to you about a number of problems he has been having recently. Give him **sympathy** and **encouragement**. When you have finished talking, **write down** in dialogue form the conversation you have had.

Ways of expressing your wish /desire to do or not to do something.

- A**
- | | | |
|-------|------------------------------------|----------------------|
| What | would you like to
d'you want to | do / buy? |
| Where | d'you want to
would you like to | go / eat? |
| When | d'you want to
would you like to | leave / get married? |
| Who | d'you want to
would you like to | see / talk to? |

- B**
- I want to. I don't want to.
 - I'd like to.
 - I'd love to.
 - I long to. strong desire to do something
 - I've no desire / wish to.

- A**
- D'you want to.?
 - Don't you want to.?
 - Would you like to.?
 - Wouldn't you like to.?

- B**
- Yes, I do./No, I don't.
 - Yes, I would./No, I wouldn't.
 - I'd love to.

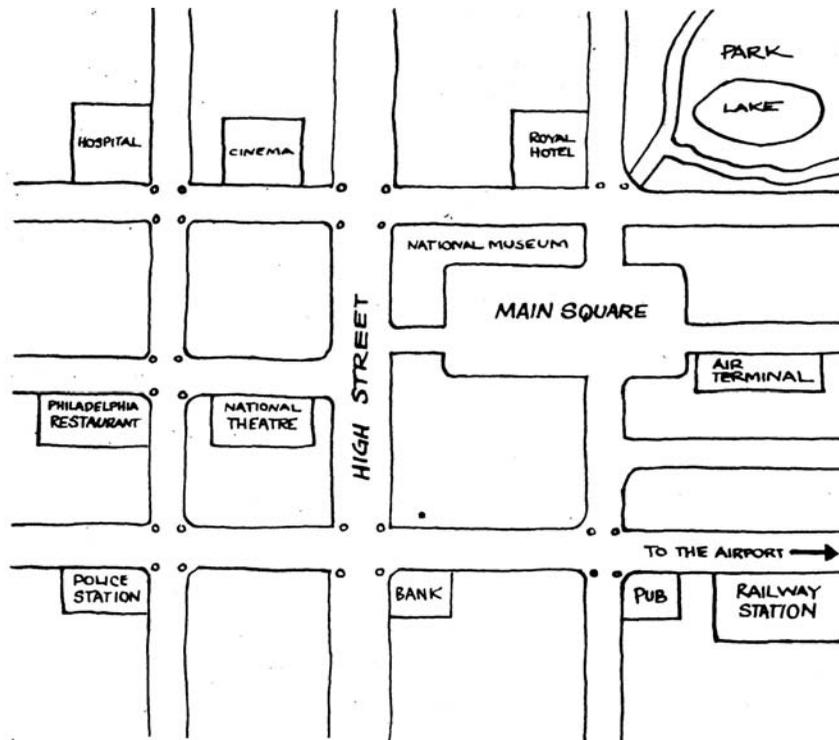


- 1 Ask someone:**
- 1 what film he/she wants to see
 - 2 where he/she'd like to live
 - 3 if he / she wants to be rich
 - 4 if he/she'd like to be a pop singer
 - 5 who he/she'd like to marry
- He/she will respond.**

- 2**
- HIM *Don't you want to go out, then? (D'you want to)*
 HER No, I don't.
 HIM *Wouldn't you like to go to a discotheque or something? (Would you like to)*
 HER No, I wouldn't.
 HIM Well, what would you like to do?
 HER *I'd like to do something exciting, like flying to Miami for example. (I'd love to)*
 HIM Oh! I see.
 HER Yes, *I'd love to* have lots of money, enjoy myself and have a good time. (*/ long to*)
 HIM Anything else?
 HER Yes, */ want to* marry a millionaire. (*I'd like to*)
 HIM Well, that's one thing *I've no desire to* be. (*/ don't want to*)
 HER I know. That's why *I've no wish to* go out with you. (*/ don't want to*)



- 3** You have a friend staying for the weekend. Find out what he/she would like to do, where he/she wants to go, who he/she would like to meet, etc. When you have finished talking, **write down** in dialogue form the conversation you have had.



Supplement

SECTION I

Greeting (p. 48), Introduction (p. 62), Gratitude (p. 46)

I. MEMORIZE THE DIALOGUES.

'Hullo, David! How are you?'
'Fine, thanks. How are you?'

'I'll be around if you should need me.'
'Thanks.'

'Good morning, Jane. Nice to see you.'
'Hullo, Nick. Nice to see you too.'

'Thank you for the trouble you've taken.'
'Don't mention it.'

'Mrs Byrd, this is Mr Croydon.'
'How do you do, Mr Croydon?'
'How do you do, Mrs Byrd?'

'You did me a great favour, thank you.'
'You're welcome.'

'Hullo, John! Meet my cousin.'
'We've met before.'

'It was very thoughtful of you. Thank you very much.'
'Not at all.'

'Here's the book you asked for.'
'Oh, thank you.'

'Can I help you?'
'No, thank you. I'll manage.'

'I did what you asked me.'
'Thank you very much indeed.'
'It was very kind of you.'

'I did my best, but it didn't work out.'
'Thank you all the same.'

II. TRANSLATE THE SENTENCES.

1. Привет, Джон! Познакомься с моей сестрой.—А мы знакомы. 2. Рад видеть тебя, Дик.—И я тоже. 3. Вы оказали мне большую услугу. Спасибо.— Не стоит благодарности. 4. Мне очень хотелось помочь вам, но, к сожалению, я не смог этого сделать.— Тем не менее большое вам спасибо. 5. Вам помочь? — Нет, спасибо. Я справлюсь сам.

SECTION II

Agreement and Disagreement (p. 16), Opinion (p. 74),
Certainty and Uncertainty (p. 28), Conclusion (p. 34)

I. AGREE OR DISAGREE WITH THE STATEMENTS. USE THE FOLLOWING:

Yes, it is (they are/he will, etc.).
No, it isn't (they aren't/he won't, etc.).
I (quite) agree (with you).

(I'm afraid) I don't agree (with you).
(Yes,) I think so.
(No,) I don't think so.

I saw them together, (to make up one's quarrel)

They must have made up their quarrel.

They are close friends, (to quarrel over such a trifle)

They can't have quarrelled over such a trifle.

1. He went to school in England, *(to know English well)*
2. She never left Moscow, *(to see her in London)*
3. He is a professional, *(to do everything well)*
4. There is no answer., *(to be out)*
5. He has a way with children, *(to be a good teacher)*
6. He is a careful driver, *(to have an accident)*
7. She made good progress in English, *(to be working hard)*
8. He passed the entrance examinations well. *(to be admitted to college)*
9. He is reliable and obliging, *(to forget what you asked him for)*
10. They trained a lot. *(to lose the game)*
11. He is an authority on the subject, *(to be wrong)*
12. She didn't ask any questions, *(to be clear to her)*
13. They have a road map. *(to lose one's way)*
14. I checked it several times, *(to make a mistake)*
15. It was dark, *(to identify him)*

VI. TRANSLATE THE SENTENCES.

1. Я полностью с вами согласен.
2. Позвольте с вами не согласиться.
3. Я придерживаюсь другого мнения.
4. Боюсь, что вы не совсем правы.
5. Я с вами согласен в известной степени, однако ...
6. Я в этом не уверен.
7. Без сомнения, это так и есть.
8. Я сомневаюсь в этом.
9. Не может быть, чтобы он сказал неправду.
10. Он выглядит расстроенным. Очевидно, новости неприятные.

SECTION III

Apology (p. 20), Complaint, Apology/Excuse (p. 32)

I. RESPOND TO THE REMARKS GIVING YOUR APOLOGY. USE THE FOLLOWING.

Sorry.

I'm (awfully) sorry.

Sorry, I didn't mean to.

Sorry, I didn't mean to be rude (to offend you/to hurt your feelings, etc.).

Sorry. I didn't (wasn't/won't, etc.).

I do apologise.

It was wrong (careless/foolish, etc.) of me.

1. You've let us down.
2. You're late. I've been waiting for half an hour.
3. You gave me the wrong address.
4. You mixed up the dates.
5. You misinformed me. The figures you gave me are all wrong.
6. You made a mess of everything.
7. Don't jump the queue.
8. You broke the regulations.
9. You crossed on the red light.
10. You forgot to pack the catalogues.
11. You're making it difficult for me.

II. THINK OF REMARKS TO WHICH THE FOLLOWING MIGHT SERVE AS APOLOGIES. MAKE UP DIALOGUES AND ACT THEM IN PAIRS.

1. Oh, I forgot all about it. So sorry!
2. I'm awfully sorry I didn't have time.
3. I'm so sorry. I was detained at the office.
4. I do apologise. I should have had it typed.
5. Sorry, it was my fault.
6. The order is final. I'm sorry.
7. I overcharged you. Do forgive me.
8. I do apologise. I was held up by the traffic.
9. I'm sorry. I overslept.
10. I'm awfully sorry. It was so awkward of me.

III. REASSURE THE PERSON WHO IS APOLOGISING TO YOU. USE THE FOLLOWING:

It's all right.

Never mind.

1. Sorry, I've kept you waiting.
2. I'm afraid I've taken up too much of your time.
3. Forgive me, please. I meant well.
4. Excuse my troubling you.
5. I must apologise for interfering but it is urgent.
6. Excuse my disturbing you.
7. Oh, I'm awfully sorry. Will there be a stain?
8. I'm afraid you'll never forgive me.



*'Sorry, kept in for insolent feed back.' It was too cold outside.
'That's no excuse.'*



IV. THINK OF REMARKS WHICH MAY BE FOLLOWED BY THE FOLLOWING ASSURANCES.

1. It's all right.
2. Never mind.
3. It's perfectly all right.
4. You needn't apologise. It's my fault.
5. Never mind. It can wait.
6. That's all right. It could have been worse.

V. RESPOND TO SOMEONE WHO IS TRYING TO EXCUSE HIMSELF. SHOW THAT YOU ARE NOT SATISFIED. USE THE FOLLOWING:

That's no excuse.

That won't do.

Yes, I know but ...

1. Sorry, but you didn't remind me.
2. Sorry, I couldn't get in touch with him.
- The line was busy whenever I called.
3. Sorry. I'll do it tomorrow.
4. Buses are so slow.
5. Well, I'm sorry, but this is the only thing I could find.
6. It was raining all day long, you know.
7. Somehow I've lost interest in it.
8. That's the way things are.
9. But the examination is a long way off.
10. I had no small change.

VI. TRANSLATE THE SENTENCES.

1. Извините.
2. Мне очень неприятно. Я не хотел обидеть вас.
3. Простите. Это было глупо с моей стороны.
4. Извините меня, пожалуйста. — Ничего, не беспокойтесь.
5. Извините меня. — Не извиняйтесь. Это моя вина.
6. Это не может служить оправданием.
7. Нет, это не годится. (Нет, так дело не пойдет.)

SECTION IV

Distress (p. 42), Sympathy (p. 108)

I. RESPOND TO THE REMARKS. EXPRESS SYMPATHY OR GIVE ENCOURAGEMENT. USE THE FOLLOWING:

Oh, I am sorry.

What bad luck!

Don't worry about it. Everything will be all right. / It may all come right.

I appreciate your problems.

I understand how you feel.

Relax. Take it easy.

Cheer up! It could be worse. / It's not the end of the world.

1. His blood pressure is up again. I'm so worried about him.
2. It was quite a shock!
3. I can't stand the man. He gets on my nerves.
4. Her death was a great personal loss to me.
5. My project has been turned down.
6. I'm afraid they'll disqualify him.
7. This is the way things are. I really don't know what to do.
8. What he said was so unfair.
9. I missed so many lessons. I won't be able to catch up with the class.
10. I sold the car at a great loss.

II. MAKE UP DIALOGUES BY COMBINING THE REMARKS GIVEN BELOW. WHEN EXPRESSING SYMPATHY USE THE PATTERNS LISTED IN EXERCISE I.

What's the matter?	Everything seems to go wrong.
What's the trouble?	I'm out of luck.
What's the problem?	I feel depressed.
You look upset. What has happened?	I feel worried.
Is anything the matter?	I don't feel well.
Is anything wrong?	I'm very much upset.
	Too many things to do.
	I'm terribly behindhand with my work.
	She married that awful boy.
	We lost the game.
	I lost faith in him.
	He let me down again.



'Is anything the matter?'

'We're not allowed home before midnight - there's a teenage party there.'

'How about a great big smile, Fred?..'

'This isn't exactly the end of the world, you know.'

III. TRANSLATE THE SENTENCES.

1. В чем дело?
2. Что произошло?
3. Что вас волнует?
4. Мне не везет.
5. Не волнуйтесь. Все будет в порядке.
6. Успокойтесь. Могло быть хуже.
7. Не принимайте это близко к сердцу. (Относитесь к этому спокойнее.)
8. Какое невезение!
9. Не огорчайтесь так. Это еще не конец света!
10. Представляю себе, что вы должны чувствовать.

SECTION V

Interrogation (p. 60), Direction (p. 38), Ignorance (p. 52), Necessity (p. 70), Obligation (p. 72), Permission (p. 76), Cause (p. 26), Loss (for Words) (p. 68)

I. MEMORIZE THE QUESTIONS AND ANSWER THEM IN THE AFFIRMATIVE OR IN THE NEGATIVE. ACT THE DIALOGUES IN PAIRS.

1. Is anything the matter?
2. Can I help you?
3. Can you find your way back (home/to the station)?
4. Am I right for the Natural History Museum (the Albert Memorial/Buckingham Palace)?
5. Is there a post office (enquiry office / public telephone/pharmacy/supermarket/filling station/tea shop/cinema house/restaurant) around here?
6. Is the museum (park/exhibition/bank/shop) open on Sundays (on public holidays/on week days/at weekends)?
7. Does

the fare depend on the distance? 8. Will this bus take me to the Tate Gallery? 9. Will you get off at the next stop? 10. Has flight number SZ 735 been called? 11. Has the Paris flight arrived? 12. Is this seat taken? 13. Is this table reserved? 14. Can you change a pound note (a dollar bill)? 15. Can I make a reservation (call a taxi/send a telegram) by phone? 16. Are the seats bookable?

II. MEMORIZE THE QUESTIONS AND POSSIBLE ANSWERS. ANSWER THE QUESTIONS WITH DEFINITE SITUATIONS IN MIND. ACT THE DIALOGUES IN PAIRS.

- What do you think of it?** It is fair./It is unfair./It is safe./It is dangerous./It is sensible./It makes sense./It does not make sense./It is worth while./It isn't worth while./It's a waste of time and effort.
- What was it like?** It was wonderful (nice/thrilling/exciting). / It was great fun./I enjoyed it thoroughly./It was a nuisance./Everybody was bored./It was a great disappointment.
- What kind of person is he?** He is good company./He is a nice man./He is very, difficult to deal with./He is very formal and official./He is friendly and cooperative.
- What does he look like?** He is tall./He is short./He is handsome./He is ugly.
- How does he look?** Very much the same./He has changed greatly./He looks fine./He looks ill./He seems tired.
- How does it feel to be back home (to be a champion/to be quite independent/to be a grandfather)?** Absolutely splendid!/Wonderful!/I still can't get used to it.
- How do you know it?** This is what everybody says./This is what Walter told me./This is what I think.
- What is it like outside?** It's warm (cold/wet/windy)./It's raining (snowing).
- How can I get to ... ?** It's just round the corner./Go straight ahead and then turn to the right./It's just in front of you./Take the first turning to the left/ Take bus 77 and go as far as .../Bus 5 will take you right there./Take bus 23 and change at ... for .../Take the underground as far as ... and then change for ...



'Smells good, dear. What was it?'

III. ANSWER THE QUESTIONS FIRST BY CHOOSING THE CORRECT ANSWER, THEN FROM MEMORY. MEMORIZE THE QUESTIONS.

- | | |
|--|--|
| Where does the Derby take place? | They are marked with a red circle and a blue crossbar. |
| How are the underground stations marked in London? | Ask the conductor to put you down. |
| How shall I know where to get off? | It takes place at the Epsom racecourse in Surrey. |
| Where can I buy stamps? | Two hours at most. |
| What should I do not to get lost in the underground? | You can buy them from the machine outside the post office. |
| How do I set the machine going? | For police or ambulance dial 999. |
| How are oranges sold - by weight or by number? | For the correct time dial TIM. |
| What number should I dial for police or ambulance? | They start from Piccadilly Circus and Marble Arch. |
| What number should I dial for the correct time? | It was six to four in favour of Liverpool. |
| What is the voltage here? | It's 110-125 volts. |
| What was the score? | It's a long way off. / It's quite near. |
| What's the fare to Hyde Park Corner? | I take size five in shoes. |
| What size shoes do you wear? | Usually by weight. |
| Who played the leading role? | Just push this button (pull this handle / turn this knob). |
| How far is it to Leicester Square? | It's ten pence. |
| Where do the sightseeing tours start from? | Consult the diagram on the wall. |
| How long will the trip last? | She gave me 30 pence change. |
| How much did she give you out of the pound? | Rod Steiger did. |
| Who played the part of Napoleon in "The Battle of Waterloo"? | Glenda Jackson. |

IV. GIVE THE INFORMATION OR INSTRUCTIONS REQUIRED. MEMORIZE THE QUESTIONS.

- What is the date today?
- What day (of the week) is it today?
- What time is it?
- What is the English for ... ?
- What is it made of?
- How much does it weigh?
- How old is he?
- How much is it all in all?
- How long will it take us to do it (to get there)?
- What does the letter say?
- What do you call it?
- How do you spell it?
- What shall I do next?
- Where do we meet?
- When do we meet?

V. ASK QUESTIONS THAT CAN BE ANSWERED BY THE FOLLOWING:

- It's a quarter to five.
- Nothing. Just relax for a while.
- Today is Friday.
- Some plastic material, I suppose.
- A credit card.
- The letter says that

reservations have been made. 7. At the entrance to the theatre. 8. It is the seventh of May. 9. B-u-s-b-y. Busby. 10. Not more than twenty minutes.

VI. GIVE THE INFORMATION REQUIRED. IF YOU CANT, ADMIT YOUR IGNORANCE. USE THE FOLLOWING:

(I'm afraid) I don't know.

I couldn't say.

(I have) no idea.

A

- Who is in charge of the office (department / bank)?
- Who is responsible for the task (mission / work / project)?
- Who is the author (director/producer/photographer / translator / interpreter)?
- What is his first name (surname / title / rank / status/ occupation)?
- What is the story (film / book / play / novel) about?
- What is the best route to take?
- What is the shortest way to Victoria Station?
- What are the taxi rates in London?
- When does the (next / last) train (plane / flight) leave (arrive)?
- When does the show (film / game/play) begin (end)?
- When does the shop (bank / travel agency/exhibition) open (close)?
- Where is the nearest underground station (bus stop / taxi stand / enquiry office / pharmacy / public telephone/ filling station)?
- Where is the left luggage office (lost property office / gate four)?
- Where do I have to check in for the BOAC flight for Paris?
- Where should I change for Oxford Street?
- How much does it cost to send a letter by air mail (to send a letter by regular mail/ to send a book by book post / to have a coat drycleaned / to have a coat altered)?
- Where can I have my laundry done (my watch repaired / my suit pressed / my dress ironed / a film developed)?

B

- What are the colours of the British national flag?
- What flower is the national emblem of Great Britain?
- When did Great Britain go over to decimal currency?
- Is there capital punishment in Great Britain?
- Are English policemen armed?
- Is bingo a fruit or a game?
- What games are played in English pubs?
- What happened to the London Bridge?
- What is 'high tea'?
- What is meant by package holiday'?

VII. MAKE UP A DIALOGUE ON THE BASIS OF THE EXERCISE. WHEN ANSWERING THE QUESTIONS SAY 'YES, YOU MUST' OR 'NO, YOU NEEDN'T'. GIVE YOUR REASONS.

Must I	get a visa?	Must I	keep the receipt?
	apply for official permission?		pay in cash?
Do I have to	declare it (at the customs)?	Do I have to	buy a new ticket if I
	get a health certificate?		make a change?
	write the return address?		put it in writing?
	write the zone number?		keep the sales slip?
	sign for the telegram?		fill in the form?

VIII. ASK FOR PERMISSION TO DO SOMETHING. LET THE OTHER PERSON G^ANT OR REFUSE IT BY SAYING 'YES, CERTAINLY' OR 'NO, I'M AFRAID NOT'; 'YES, I DO' OR 'NO, I DON'T'

A

- May I
- ask a question?
 - make a suggestion?
 - come in?
 - go out?
 - stay?
 - leave?
 - throw it away?
 - keep it?
 - stay away?
 - be excused?
 - have a word with you?
 - call you up at your office?
 - write you at this address?

B

- Do you mind my
- smoking?
 - being present?
 - leaving?
 - staying?
 - turning on the TV?
 - calling you Bill?
 - toning down the radio?
 - toning it up?



'May I go for a run with boys, Mummy?'



'Do you mind my turning off the light, dear? It's hurting his eyes.'

IX. ASK WHY-QUESTIONS THAT CAN BE ANSWERED BY THE FOLLOWING SENTENCES EXPRESSING CAUSE.

- There was no policeman around.
- I missed the four o'clock train.
- I didn't have any change.
- It was too expensive.
- I had no time.
- I lost my way.
- The air conditioner has broken down.
- The shop was closed for repairs.
- Nobody let me know.
- I wasn't sure.

X. YOU HAVE FORGOTTEN OR YOU DO NOT KNOW THE ENGLISH FOR THE THINGS YOU NEED. USE THE EXPRESSIONS SHOWING THAT YOU ARE AT A LOSS FOR WORDS:

I don't know what you call it.

A sort of... you know.

I can't think of the right word, but you know what I mean.

DESCRIBE TO THE SHOP GIRL THE FOLLOWING THINGS THAT YOU WANT TO BUY.

band aid, detergent, carbon paper, scotch tape, screw driver, tincture of iodine, bandage, cotton wool, wallet, zipper, scissors

XL TRANSLATE THE SENTENCES.

1. В чем дело? Что-нибудь случилось? 2. Что вы об этом думаете? 3. Какое сегодня число? 4. Какой сегодня день недели? 5. Как обстояли дела? 6. Откуда вам это известно? 7. Что он за человек? 8. Как она выглядит? Я никогда не видел ее. 9. Как она выглядит? Сильно изменилась? 10. Где состоится конференция? 11. Сколько времени нам потребуется, чтобы добраться туда? 12. Что написано в письме? 13. Как называется эта вещь? 14. Где мы встретимся? 15. Как добраться до Британского музея? 16. Где ближайшая станция метро? 17. Есть ли здесь поблизости телефон-автомат? 18. Нужно ли сохранять чек?—Да. Иначе вам не обменяют купленную вещь. 19. Мне нужно заполнить бланк?—Нет, не нужно. (В этом нет необходимости.) Нужна только ваша подпись. 20. Можно мне от вас позвонить? 21. Можно мне не присутствовать? 22. Можно мне присутствовать? 23. Можно писать вам по этому адресу? 24. Вы не возражаете, если я открою окно? 25. Я включу радио погромче. Вы не возражаете?

SECTION VI

**Request (p. 100), Request (for Repetition) (p. 102),
Command, Prohibition and Compliance (p. 30),
Report (p. 96)**

I. CHANGE THE COMMANDS INTO POLITE REQUESTS.

E. g. Tone the radio down.
Would you mind toning the radio down?

Keep an eye on my luggage.
Will you keep an eye on my luggage (please)?

1. Put me down at Edgware Road. 2. Do me a favour. 3. Get my bill ready. 4. Ring for the porter. 5. Carry on for me, I'll be back in a moment. 6. Call him in. 7. Ask him the way. 8. Apologise to her for me. 9. Call me up at the office. 10. Call for me on your way back. 11. Give me a lift to Paddington. 12. Pick me up at the office. 13. Speak to the point. 14. Look up the number in the telephone directory. 15. Put the litter in the litter bin.



'Will you carry my bag up, please?'



'Wait a moment, dear. I'm finishing.'

II. ASK FOR A REPETITION. THE WORDS YOU DID NOT HEAR ARE PRINTED IN BOLD TYPE.

E. g. His name is **Guy**.
What did you say his name was?

1. Change at Oxford Circus. 2. It's a **quarter to five**. 3. We are to meet at seven. 4. When in London we stayed at **St James Hotel**. 5. The famous statue of Peter Pan is in Kensington Gardens. 6. The score was **four to five** in favour of **the Cambridge University team**. 7. On the occasion of his anniversary we gave him a **camera**.

III. CHANGE THE FOLLOWING INTO REPORTED SPEECH. BEGIN WITH 'HE TOLD (ORDERED) ME ... ', 'HE DEMANDED THAT I SHOULD ... '.

1. Do as you are told. 2. Think it over carefully. 3. Stay where you are. 4. Keep silent. 5. Don't slam the door. 6. Get out of my way. 7. Hurry up. 8. Take your time. 9. Take it easy. 10. Don't block the passage. 11. Do what you think best 12. Act as you see fit.

IV. TRANSLATE THE NOTICES. SAY WHERE YOU ARE LIKELY TO SEE THEM.

1. In. 2. Out. 3. No entry. 4. Pull. 5. Push. 6. Private. 7. No admittance. 8. Emergency exit. 9. No trespassing. 10. No overtaking. 11. No parking. 12. Cross

only at the lights; 13. Single file traffic. 14. For hire. 15. Keep off the grass. 16. Charted. 17. Wet paint. 18. Current sale and reservations. 19. Same day cleaning. 20. Do not annoy the animals. 21. Visitors are requested not to touch the exhibits. 22. No smoking. 23. Fasten your seat belts. 24. Caution. Do not lean out of the window. 25. Keep clear of the doors. 26. Leaving litter is an offence for which you can be fined up to ten pounds.

V. TRANSLATE THE SENTENCES.

1. Окажите мне, пожалуйста, услугу. 2. Присмотрите, пожалуйста, за моими вещами. Я сейчас вернусь. 3. Пожалуйста, высадите меня на Эджвер Роуд. 4. Будьте добры, попросите его войти. 5. Делайте так, как вам говорят. 6. Поторапливайтесь. 7. Не спешите. 8. Поступайте так, как находите нужным. 9. Уйдите с дороги. 10. Не хлопайте дверью. 11. Как, вы сказали, его зовут? 12. Когда, вы сказали, он приезжает? 13. Где, она сказала, находится этот памятник? 14. Как, вы сказали, называется эта вещь? 15. Где, они пишут, они собираются остановиться?

SECTION VII

Approval and Disapproval (p. 22), Like and Dislike (p. 66), Pleasure and Displeasure (p. 78), Praise and Criticism (p. 82), Preference (p. 84)

I. RESPOND TO THE REMARKS. EXPRESS YOUR APPROVAL OR DISAPPROVAL. USE THE FOLLOWING:

(It's a) good idea!

Good!

Wonderful!

How exciting!

I think it's wise of you (him /them, etc.). etc.).

That's not a (very) good idea.

I don't think it's sensible.

What for?

I don't think it's wise of you (him /them,

SAY WHY YOU APPROVE OR DISAPPROVE OF WHAT YOU HEAR.

1. I'll give up smoking. 2. I decided to take out a life insurance. 3. He listens only to what he wants to hear. 4. I tore up the rough copy. 5. Let him have another try. 6. We'll go on a cruise. 7. I'll pretend I don't know anything. 8. I'll cut down on sweets. 9. I'll speak on TV. 10. I'll invite the Wests.

II. CONSTRUCT QUESTIONS AND ANSWER THEM GIVING YOUR REASONS. USE THE FOLLOWING:

Yes, I do.

No, I don't.

I hate it.

	A		B
Do you like	hiking?	Do you like the way	he
	travelling?		she
	sunbathing?		does it?
	walking in the rain?		talks?
	sweets?		walks?
	pepsi cola?		laughs?
	pop music?		sings?
	science fiction?		

I prefer...

/ like... better.

No (thank you), I'd rather not.

No (thank you), I'd rather ...

1. Which do you like better-life in the city or in the country? 2. Which do you prefer - the theatre or the cinema? 3. Would you like to go out or to have a quiet evening at home? 4. Shall we make a boat trip today? 5. Would you like to make a guided tour of the city? 6. Shall we walk or take a bus? 7. Shall we have fish or meat? 8. What would you like-coffee or tea? 9. Do you take your tea with milk or lemon? 10. Which do you prefer - to struggle or to give in?

IV. TRANSLATE THE SENTENCES.

1. Прекрасно! 2. Как замечательно! 3. Думаю, что это неплохая идея. 4. Прекрасная мысль! 5. Думаю, что это не очень разумно. 6. Как умно с вашей стороны! 7. Что вам больше нравится — футбол или хоккей? 8. Что заказать — кофе или мороженое? —Пожалуй, мороженое. 9. Поедем на экскурсию? —Пожалуй, я побродил бы по городу сам. 10. Пойдем куда-нибудь? —Нет, я бы предпочел побыть сегодня дома.

SECTION VIII

Belief and Disbelief (p. 24), Incredulity (p. 54), Surprise (p. 106), Annoyance (p. 18), Disappointment (p. 40), Indifference (p. 56)

I. RESPOND TO THE REMARKS. EXPRESS DISBELIEF, SURPRISE, DISAPPOINTMENT, ANNOYANCE OR INDIFFERENCE. USE THE FOLLOWING:

/ don't believe you (it).

It's hard to believe.

Really?

What a pity!

What a nuisance!

How (very) annoying!

How (very) disappointing!

Really, (pronounced with an indifferent tone of voice)

/ don't (really) care!

Who cares?

So what?

1. Mr Watson is president of the company now. 2. It took me about two hours to get there. 3. Helen won the singers' contest. 4. I heard it on the radio. 5. Yogi can swallow poison without getting poisoned. 6. They're bringing along all the children. 7. Herbert refused to keep us company. 8. Gerald has got a rise in salary. 9. They say she is quite famous now. 10. Cardiff beat Liverpool three to nil. 11. The game ended in a goalless draw. 12. You missed your stop. 13. The plane crashed but no one was injured. 14. The shop is closed for repairs. 15. The road is up, we'll have to make a detour. 16. They're booked up for months ahead.



'She indicated right and then actually turned right.'
'It's hard to believe.'



'If you're going to look so peevish every morning, I might as well eat breakfast at home.'
'I don't really care.'

II. TRANSLATE THE SENTENCES.

1. Простите, но я не могу вам поверить. 2. Я не верю этому. 3. Верится с трудом. 4. Неужели? (Да что вы говорите!) 5. Как жаль! (Какая жалость!) 6. Как досадно! (Какая неприятность!) 7. Какое разочарование! 8. Мне это глубоко безразлично! 9. Всем на это наплевать. (Никто и внимания не обратит.) 10. Ну и что из этого?

SECTION IX

Intention (p. 58), **Volition** (p. 110), **Forecast** (p. 44), **Promise** (p. 88), **Probability and Improbability** (p. 86), **Possibility and Impossibility** (p. 80)

I. RESPOND TO THE REMARKS. EXPRESS PROBABILITY (IMPROBABILITY), POSSIBILITY (IMPOSSIBILITY), OR GIVE A PROMISE. USE THE FOLLOWING:

Probably (not).

It's very (un)likely.

Maybe.

Perhaps.

I don't think (expect) so.

Yes, I will. I promise you.

No, I won't. I promise you.

Yes (no), I assure you.

Sorry, I can't promise.

1. Do you think the summer will be hot? 2. Do you think the winter will be cold? 3. You won't forget to put in a word for me, will you? 4. Do you intend to go away in the summer? 5. Do you plan to take a working holiday? 6. Do you think the project will be adopted? 7. Do you think she will be admitted? 8. Will he take a postgraduate course? 9. Will she enter for the competition? 10. Are you determined to fulfil your New Year resolutions? 11. I hope she'll bear out my story. 12. Don't fail me.

II. MAKE UP SENTENCES TO EXPRESS YOUR INTENTIONS.

I'd like
I want

to speak to Mr Hamilton.
to put a call through to Washington.
a sales check made out.
my bill made out.
to have a tooth filled.
to have a tooth pulled out.
to have the puncture mended.
to have the prescription filled.
the package insured for ten pounds.



'M-A-R-Y! Someone wants to listen to you!'

III. ANSWER THE QUESTIONS. EXPRESS YOUR WISH. BEGIN WITH 'I'D LIKE TO ...' OR 'I WANT TO ...'.

1. How are you going to mark the occasion? 2. What are you going to give him for his birthday? 3. What are you going to do for your holiday? 4. What make car have

you decided to buy? 5. What make TV set do you intend to buy? 6. Where are you going to stay when in London? 7. How long are you going to stay there? 8. What subject will you specialize in? 9. When do you intend to retire? 10. When are you going to have your apartment redecorated?

IV. TRANSLATE THE SENTENCES.

1. Это маловероятно. 2. По всей вероятности, нет. 3. Возможно. (Может быть.) 4. Не думаю. 5. Простите, этого я обещать не могу. 6. Да, конечно. Даю вам слово. 7. Мне бы хотелось поговорить с вами. 8. Я хочу заказать разговор с Вашингтоном.

SECTION X

Advice (p. 14), Suggestion (p. 104), Invitation (p. 64), Refusal (p. 90), Reluctance (p. 94)

I. LET SOMEONE GIVE YOU ADVICE OR MAKE A SUGGESTION. RESPOND BY EXPRESSING ACCEPTANCE OR REFUSAL. USE THE FOLLOWING;

<i>I'd like (love) to very much.</i>	<i>No, thank you.</i>	<i>I'd like (love) to, but...</i>
<i>That's a good idea!</i>	<i>I don't feel like it.</i>	<i>I wish I could, but...</i>
<i>/ think you are right.</i>	<i>I'd rather not. Thank you.</i>	
<i>I don't mind.</i>	<i>Why should I?</i>	

A

Why don't you
If I were you, I'd (I wouldn't)
You'd better (not)
I advise you to

settle it with Mr Hunt
straighten it out with Mr Hill
check with Mr Stock
keep out of it
have more exercise
get more sleep
take a holiday
book accommodation well in advance
make an appointment by phone
cancel the appointment
apply for the extension of your visa

B

Let's
Why not
I suggest we (you) should
Would you like to
Do you want to

pull our resources
make a bet
toss a coin
go halves
go to the pictures
dine out
talk it over at dinner
share a cottage with the Ogdens
invite Alice
join us for the weekend
put off the trip

II. MAKE SUGGESTIONS THAT MAY BE RESPONDED BY THE FOLLOWING REMARKS EXPRESSING ACCEPTANCE OR REFUSAL.

1. I'd love to. 2. That's a good idea! 3. I'm afraid I can't. 4. I'm afraid I won't. I've got an appointment. 5. Why not? I don't mind. 6. I wish I could, but I've got a lot of things to do. 7. Why should I? It was his fault. 8. But I feel fine. 9. Why should I? I don't miss them at all. 10. Why should I? I trust you.

III. TRANSLATE THE SENTENCES.

1. Не возражаю. (Не имею ничего против этого предложения.) 2. Что-то нет настроения (делать это). 3. С какой стати? (Чего ради?) 4. Я бы с удовольствием (принял ваше предложение), но я сегодня вечером занят. 5. Почему бы вам не посоветоваться с врачом? 6. Советую вам заказать билеты заранее. 7. На вашем месте я бы не вмешивался в это дело. 8. Вы бы лучше сначала позвонили ему. 9. Почему бы не сделать это сразу? 10. Хотелось бы, но не могу (не смогу).

SECTION XI

Reproach (p. 98), Regret (p. 92), Accusal and Defence (P. 12)

I. REPROACH SOMEONE WHO DOES (DID) OR DOESN'T DO (DIDN'T DO) THE FOLLOWING. USE THE VERB 'SHOULD'.

is rude to his elders; doesn't take good care of himself; didn't keep the copy of the document; never reads the small print; didn't book accommodation beforehand; discouraged her; mentioned it; interferes in other people's affairs; doesn't mind his own business; tore up the letter; vouched for a person he doesn't know; loses his temper over trifles; doesn't eat cereals for breakfast

II. RESPOND TO THE REMARKS WHICH EXPRESS REPROACH OR ACCUSAL. ADMIT OR DENY YOUR FAULT. USE THE FOLLOWING:

<i>Sorry.</i>	<i>But I don't (didn't).</i>
<i>Really? I do apologise.</i>	<i>But I do (did).</i>
<i>Did (do) I? I beg your pardon.</i>	<i>But I never did (said, etc.) anything of the sort.</i>
<i>It was wrong (careless, etc.) of me to do (to say, etc.) so.</i>	

1. You misled me. 2. You mixed up the dates. 3. You left the window open. 4. You might have come in time, just for once. 5. You might have asked for permission first. 6. You left the gas fire on. 7. You shouldn't have broken the appointment. 8. You didn't turn off the radio. 9. You ignored my words completely. 10. You said you had no incentive. 11. But you wrote you wouldn't be able to attend. 12. You exceeded the speed limit.

Review

III. TRANSLATE THE SENTENCES.

1. Вам не следовало бы упоминать об этом. (Зря вы упомянули об этом.)
2. Вам следовало бы быть более терпеливым.
3. Вы могли бы поставить меня в известность.
4. Ты не запер входную дверь.— Неужели?
5. Вы дали мне неправильный адрес. — Что вы говорите! Простите меня, пожалуйста.
6. Вы сказали, что никогда не видели этого человека. — Да что вы! Я никогда ничего подобного не говорил.
7. Вы превысили скорость. — Не может быть.



'You should have more exercise!'



*'Don't tell me you grazed another knee!
You might have been more careful!'*

SECTION XII

Hypothesis/Supposition (p. 50)

I. FINISH THE SENTENCES EXPRESSING SUPPOSITION.

1. If I were you,
2. If I were younger,
3. If I were older,
4. If I had your looks,
5. If I were rich,
6. If I had been in your place,
7. If they had asked me,
8. If they had let me know,
9. If I had known what would come of it,
10. If I had been free to act,

I. SAY WHAT THE FOLLOWING REMARKS MEAN. (THEY MAY EXPRESS AGREEMENT, APPROVAL, CERTAINTY, ETC. SEE THE CONTENTS.)

1. Hullo!
2. Thank you.
3. I don't think so.
4. I'm sure of it.
5. I doubt it.
6. I'm sorry.
7. You needn't apologise.
8. It could have been worse.
9. That won't do.
10. I do apologise.
11. I appreciate your problems.
12. Cheer up!
13. Take it easy.
14. Is anything the matter?
15. What's the matter?
16. How can I get there?
17. No idea!
18. Must I put it in writing?
19. May I be excused?
20. Do you mind my smoking?
21. Will you keep an eye on my luggage?
22. Do as you are told.
23. Do what you think best.
24. Good idea!
25. I don't think it's sensible.
26. I'd rather stay away.
27. What a nuisance!
28. I don't care!
29. I'd like to speak to Mr Wax.
30. It's very likely.
31. You'd better keep out of it.
32. So what?
33. Why not ask Jane?
34. I don't mind.
35. I'd rather not.
36. You shouldn't have done it.
37. You let me down.
38. But I didn't!
39. Why should I?
40. I wouldn't do K if I were you.

II. RESPOND TO THE REMARKS. EXPRESS WHAT YOU ARE ASKED TO.

E.g. The chief will come at six. (Request for a repetition)
When did you say the chief would come?

1. Hullo, Jack! Nice to see you. (Pleasure)
2. I did my best but it did not work out. (Gratitude)
3. Children must be seen but not heard. (Agreement)
4. You misled me. (Apology)
5. Will she come? (Uncertainty)
6. It was such a shock! (Sympathy)
7. How can I get to the post office? (Direction)
8. When does the next train leave? (Ignorance)
9. May I call you up at the office? (Permission)
10. May I call him up at home? (Prohibition)
11. Do you mind my smoking? (Permission)
12. It happened in 1975. (Request for a repetition)
13. He never interferes. (Approval)
14. She's so fussy! (Annoyance)
15. She can't stay. (Disappointment)
16. He asked after you. (Indifference)
17. They made a mess of it. (General indifference)
18. Will you do it? (Promise)
19. You'd better settle it with the authorities. (Reluctance)
20. You misinformed me. (Defence)

III. TRANSLATE THE REMARKS AND ASK YOUR CLASS-MATES TO RESPOND TO THEM USING THE CUSTOMARY PHRASES.

1. Знакомьтесь — моя сестра.
2. Вы оказали мне большую услугу.
3. Вам помочь?
4. Чем меньше вы будете говорить, тем лучше.
5. Сахар вреден всем.
6. Это было неосмотрительно с вашей стороны.
7. Почему вы не предупредили его?
8. Я опоздал. Простите.
9. Я узнал об этом только вчера.
10. Мне не везет.
11. В чем дело?
12. Я доеду туда на пятом автобусе?
13. Как добраться до вокзала?
14. Это далеко отсюда?
15. Какое сегодня число?
16. Какой сегодня день (недели)?
17. Нужно указать обратный адрес?
18. Когда, вы сказали, он придет?
19. Я закурю. Вы не возражаете?
20. Мы ему об этом не сказали.
21. Пойдем пешком?
22. Поедем на метро?
23. Он все отрицает.
24. Давайте пригласим Мэри.
25. Как бы вы поступили на моем месте?

IV. TRANSLATE THE REMARKS. ASK YOUR CLASS-MATES TO RESPOND TO THEM USING THE CUSTOMARY PHRASES.

1. Поблагодарите за оказанную вам услугу. 2. Предложите свою помощь. 3. С благодарностью отклоните предлагаемую помощь. 4. Выразите свое согласие/несогласие. 5. Выразите свою уверенность/неуверенность. 6. Извинитесь за опоздание, объяснив причину. 7. Отреагируйте на извинение, приняв его/не приняв его. 8. Выразите сочувствие. 9. Ободрите собеседника, который волнуется по поводу предстоящих событий. 10. Осведомитесь о причине волнения своего собеседника. 11. Пожалуйтесь на свое невезение. 12. Спросите, правильно ли вы идете по направлению к почте/вокзалу/кинотеатру/музею. 13. Узнайте, можно ли по телефону послать телеграмму/заказать билеты/записаться на прием к врачу. 14. Вы обсуждаете какое-то событие. Узнайте, что думает о нем ваш собеседник. 15. Спросите, какое сегодня число и день (недели). 16. Узнайте у прохожего, "который час. 17. Спросите, сколько времени продлится совещание. 18. Узнайте, далеко ли отсюда до вокзала /аэропорта/ автовокзала/станции метро. 19. Спросите, как по-английски 20. Узнайте, из чего это сделано. 21. Спросите, сколько это стоит. 22. Узнайте, о чем говорится в письме. 23. Узнайте, как называются такие приборы. 24. Спросите, как пишется эта фамилия. 25. Спросите, где и когда мы встретимся с ними. 26. Узнайте, обязательно ли обращаться за официальным разрешением. 27. Спросите, можно ли позвонить ему домой. 28. Спросите, не возражают ли присутствующие против того, чтобы вы включили телевизор. 29. Спросите, можно ли здесь курить. 30. Попросите соседей приглушить радио. 31. Вы не расслышали, когда отходит поезд/закрывается магазин/начинается спектакль. Переспросите собеседника. 32. Выразите удовольствие и одобрение. 33. Выразите неудовольствие и неодобрение. 34. Делая выбор, выразите свое предпочтение. 35. Скажите, что вы не верите услышанному. 36. Дайте понять собеседнику, что вы раздражены. 37. Выразите удивление по поводу услышанного. 38. Дайте понять, что вам совершенно безразлично то, что вы услышали. 39. Выразите свое желание поговорить с мистером Грином лично/встретиться с мистером Смитом/обсудить этот вопрос с мистером Фрэнклином. 40. Предложите собеседнику зайти попозже /навести справки по телефону/ посоветоваться с врачом. 41. Выразите свое нежелание сделать что-либо. 42. Выразите свое нежелание сделать что-либо, объяснив причину. 43. Спросите собеседника, не хочет ли он пойти в театр/поехать за город/осмотреть достопримечательности. 44. Упрекните собеседника. Скажите, что ему не следовало вмешиваться/говорить об этом/поднимать этот вопрос. 45. Скажите, как бы вы поступили на месте собеседника в определённых обстоятельствах.

V. RESPOND TO THE REMARKS.

SECTIONS I-III

1. Everybody can be a teacher provided he knows the subject. 2. If a person is allowed to tell enough lies, he is sure to trip in the end. 3. The school curriculum is overcrowded. 4. A person with a smile is always welcome. 5. Hullo, Alice! How are you? 6. Hullo, Ann! Meet my brother. 7. You put salt in the sugar bowl. 8. Bus and underground fares in Moscow depend on the distance travelled.

9. The National Gallery is open on Sundays, isn't it? 10. I don't see anything wrong about young people going to the theatre in sports clothes. 11. I think that talking weather is boring. 12. She has lived in France for ten years now. 13. A woman's work is never done. 14. Mr Bronx is eighty-two. He was both in the First and the Second world wars. 15. Her son graduated with honours.

SECTIONS IV-VI

1. I was reprimanded, but it wasn't fair - it wasn't my fault. 2. I've got a headache. 3. She will never forgive me. 4. The permit isn't valid. 5. May I speak to you a moment? 6. He had an accident and was badly injured. 7. I'm afraid they'll expel me. 8. Frankly, I'm sick and tired of the whole thing. This routine gets me down. 9. Can't we do without all these formalities? They're such a nuisance! 10. Do I have to go there in person? 11. How do you spell it? 12. How do you pronounce it? 13. Will you give me a lift to the Airport? 14. When I came, the coat had already been sold. Just my luck! 15. Do I have to work overtime?

SECTIONS VII-IX

1. Flowers react to music: they grow faster when music is played. 2. I heard it on Radio Moscow. 3. We came late and missed part of the game. 4. Wine stains can be removed from a tablecloth if the cloth is dipped in boiling milk. 5. We seem to be going in the wrong direction. 6. There've been some changes in the cast. 7. Do you think he'll agree to it? 8. I've changed my mind. 9. Can I rely on you? You won't go back on your word? 10. He speaks English like a native. 11. Will you enter for the contest? 12. Which is more convenient for you - Thursday or Tuesday? 13. You sound like a school mistress. 14. It was a convincing victory for our team. 15. Our team got through to the semi-final.

SECTIONS X-XII

1. What do you suggest we should do on Saturday? 2. What do you think I should do under the circumstances? 3. You knew the TV set was out of order. Why didn't you call in a repairman? 4. You left the light on. 5. Would you like to join us for lunch? 6. I had no idea the conference had been cancelled. You might have let me know. 7. I've got toothache. 8. But you said rugby was played only by amateur teams. 9. If it were possible to undo things, what would you do in a different way? 10. What famous people of the past would you like to meet if they were living now?

VI. COMPLETE THE REMARKS.

1. You shouldn't 2. Do you mind (my) 3. I don't mind (your) 4. Why don't you 5. You'd better 6. Why not 7. I'd like 8. Excuse my 9. Do you like the way he (she / they) 10. Will you 11. When / where / what / who did you say 12. May I 13. Must I 14. I don't think 15. Thank you for