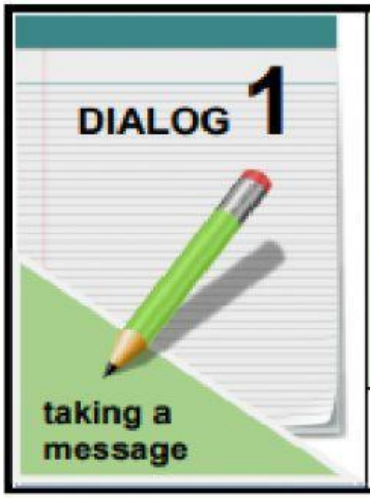
Basic English Dialogs



- Write the words in the correct spaces. Listen to check your answers.



John: Hello?

caller: Hello, could I _____ Louise?

John: Sorry, she's not at home. Would you like to _____ a message?

caller: Yes, please tell her Sharon _____.

leave called speak to



John: Hello?

caller: Hi, Shop-Right _____?

John: I'm sorry, you have the _____ number.

caller: Is this _____?

555-0114 wrong Supermarket



John: Hello?

caller: Hello, _____?

John: Yes, _____ is John.

caller: Hi, John! It's Susan _____!

John this calling

LIVEWORKSHEETS

PHONE CONVERSATIONS

is not available. /Hold on a moment. / I will call her again later.

/ May I speak to Derek? / Would you like to leave a message?

I can't hear you./ Can you call again later? / I will get back to you.



Jack:Hi,this is Jack speaking.....

.....

Maria:Yes, sure.I will get him.

Jack:Thank you so much.

Peter:I want to talk about the concert with you.

Mary:Sorry honey.I am busy now but.....

.....

Peter:OK,then.See you.

Defne:Hi,sweetie.How are you?

Mary:Fine,honey.I am in the bus and

.....

I will call back,ok?

Defne:Ok,bye.

Angel:Hello, Angel is speaking.May I speak to Ms.Stone?

Harry:Sorry but she.....

.....

Angel:OK,Thank you.

Emma:Hi,is Sara there?

Brian:I am afraid.She is not here.She is at school now.

Emma:OK.....

.....

Sofia:Hi,This is Sofia calling, is Lisa in?

Secretary:She is not here.....

.....

Sofia: Could you please ask her to call me?

Secretary:Of course.

Bob:Hi, this is Bob speaking.Is Richard there?

Sam:Yes,he is but he is not available now.

.....?

Bob:Sure, thanks.

Mrs.Spring:May I speak to Mrs Tale?

Jane:Ok.....

Mrs.Spring:Thank you.I am waiting.



LIVEWORKSHEETS

II. Fill in the gaps with the words

It's speak Hello please you calling here Hold on



Mum Hello

Peter Hello. Can I _____ to Alif, _____?



Mum Yes, of course. Who's _____, please?

Peter _____ Peter _____.



Mum _____ a minute, please.

Peter OK, thanks.



Mum Alif. The phone. It's for _____!

Alif I'm coming, Mum! Thanks.

LIVEWORKSHEETS



Choose the correct one.

Secretary: Good morning, EnTouch Company.(1) _____?

Ryan: Hello, Ryan speaking. (2) _____to Mr.Jackson please?

Secretary: (3) _____the phone,please. I'll put you through.

Ryan: Thank you.

Secretary: (4)_____.

Don't hang up

You're welcome

How may I help you?

Could you put me through

LIVEWORKSHEETS