

First day in the office.

Look at the picture, read the conversation and listen



Social English

Match the numbers with the letters.

- | | |
|-------------------|-------------------------|
| 1) Here | a) last ! |
| 2) Would you like | b) true. |
| 3) Talk to you | c) Thanks. |
| 4) We all depend | d) we are. |
| 5) Don' t listen | e) something to drink ? |
| 6) But it' s | f) later. |
| 7) At | g) on her. |
| 8) No, I' m fine. | h) to Rob |

Rob : Here we are . This is the office. And this is Karen.

Jenny : Hello, Karen.

Rob : Karen, this is Jennifer Zielinski from the New York office.

Karen : Hello, Jennifer.

Jenny : Nice to meet you.

Rob : Karen is our administrator . We all depend on her.

Karen : Don ' t listen to Rob.

Rob : But it' s true !

Karen : Is this your first time in the UK , Jennifer ?

Jenny : Yes, it is. But it isn' t my first time in Europe . I have family in Poland.

Karen : really ? And where do you live in New York ?

Jenny : In Manhattan. Do you know New York ?

Karen : Yes, my sister lives in Brooklyn.

Jenny : I have family in Brooklyn , too. Where does your sister live ?

Daniel : Jennifer !

Jenny : Daniel?

Daniel : How nice to meet you, at last . Would you like something to drink ? Tea, coffee, water.

Jenny : No, I' m fine , thanks.

Daniel : Great. Oh, karen. What time is our next meeting?

Karen : at 12 o' clock.

Daniel : That' s good. We have time. OK , come into my office , Jennifer.

Answer the following questions.

- 1) What's Karen's job? She's an _____.
- 2) Where in Europe does Jenny have family? She _____ family in _____.
- 3) Where does she live in New York? She _____ in _____.
- 4) Does Karen have family in New York? Yes, she does. In _____.
- 5) What does Daniel offer Jenny to drink? tea, coffee, _____.
- 6) What time is Daniel's next meetin? It's at _____ o'clock.

Social English phrases. Drag the write phrase to the right blank space.

a seat first time to drink to you we are

- 1) Here _____. This is the office.
- 2) Is this your _____ in the UK?
- 3) Would you like something _____?
- 4) Talk _____ later.



5)