

I. THEORY

● BASIC INFORMATION

Number of questions: _____

Number of Answers/ Question: _____

Information Questions: _____

● BASIC TIPS

● COMMON STRUCTURES

Common structures: _____

1. Who - questions _____

2. What - questions _____

3. Which - questions _____

LANGUAGE DEVELOPMENT

Words	Part of speech	Meanings	Words	Part of speech	Meanings
Receptionist			Sunny		
Supervisor			Foggy		
		Kế toán	Rainy		
		Quản lý	Snowy		
		Thư kí			Phòng kinh doanh
Vice president					Phòng tiếp thị

Accounting department					Purchasing department
Personnel department					

II. HOMEWORK

 Exercise 1. Listen and fill in the blanks, then, choose the correct answer.

Who (File 1)

1. Who is the woman?

- A. She is _____ new _____
- B. She is _____ with her client.

2. Who organized the reception?

- A. That would be the _____
- B. The _____ is complicated.

3. Who is supposed to pay the bill?

- A. The _____ is _____
- B. The Maintenance Department is _____ it

4. Who will organize the annual meeting?

- A. I _____ no _____
- B. _____ a _____

5. Who has a copy of the contract?

- A. I'm _____
- B. I _____ it to your _____

6. Who is going to repair the copy machine?

- A. _____ the coffee shop _____ the street.
- B. _____ Steven _____ the maintenance office.

What (File 2)

a.

1. What is the problem with my computer?

A. It isn't plugged _____

B. Sure, you can _____

2. What time are you leaving the office today?

A. It takes about _____

B. _____ this report

3. What is Mr. Jackson's position at the company?

A. He is a _____

B. In the _____

4. What time will the train arrive?

A. In _____

B. It runs _____

5. What is the best way to contact you?

A. I _____ my mobile number.

B. It's a _____ contract

6. What is the total cost of the construction?

A. It will _____ at least _____

B. It is estimated at _____

b.

1. What is _____ to contact you?

A. We should _____ my office _____

2. _____ will the _____?

A. It runs _____ a day

B. _____ a.m

3. What is the _____ my _____?

A. I think it's infected _____ a _____

4. _____ are you _____ the _____ today?

A. That _____ like a _____

B. In _____

5. What is the _____ of the construction?

- A. It will not exceed _____
- B. It will take _____ three _____
6. What is Mr. Jackson's _____ at the _____?
- A. He is _____ the _____ Department
- B. The _____ me



Exercise 2. Listen and choose the correct answer.

Who (file 3)

- | | | |
|-------------------------------|---|---|
| 1. Mark your correct answer. | A | B |
| 2. Mark your correct answer. | A | B |
| 3. Mark your correct answer. | A | B |
| 4. Mark your correct answer. | A | B |
| 5. Mark your correct answer. | A | B |
| 6. Mark your correct answer. | A | B |
| 7. Mark your correct answer. | A | B |
| 8. Mark your correct answer. | A | B |
| 9. Mark your correct answer. | A | B |
| 10. Mark your correct answer. | A | B |

What (file 4)

- | | | |
|-------------------------------|---|---|
| 1. Mark your correct answer. | A | B |
| 2. Mark your correct answer. | A | B |
| 3. Mark your correct answer. | A | B |
| 4. Mark your correct answer. | A | B |
| 5. Mark your correct answer. | A | B |
| 6. Mark your correct answer. | A | B |
| 7. Mark your correct answer. | A | B |
| 8. Mark your correct answer. | A | B |
| 9. Mark your correct answer. | A | B |
| 10. Mark your correct answer. | A | B |

Exercise 3. Listen and choose the correct answer.

Who (File 5)

- | | | | |
|-------------------------------|---|---|---|
| 1. Mark your correct answer. | A | B | C |
| 2. Mark your correct answer. | A | B | C |
| 3. Mark your correct answer. | A | B | C |
| 4. Mark your correct answer. | A | B | C |
| 5. Mark your correct answer. | A | B | C |
| 6. Mark your correct answer. | A | B | C |
| 7. Mark your correct answer. | A | B | C |
| 8. Mark your correct answer. | A | B | C |
| 9. Mark your correct answer. | A | B | C |
| 10. Mark your correct answer. | A | B | C |
| 11. Mark your correct answer. | A | B | C |
| 12. Mark your correct answer. | A | B | C |
| 13. Mark your correct answer. | A | B | C |
| 14. Mark your correct answer. | A | B | C |
| 15. Mark your correct answer. | A | B | C |

What (File 6)

- | | | | |
|-------------------------------|---|---|---|
| 1. Mark your correct answer. | A | B | C |
| 2. Mark your correct answer. | A | B | C |
| 3. Mark your correct answer. | A | B | C |
| 4. Mark your correct answer. | A | B | C |
| 5. Mark your correct answer. | A | B | C |
| 6. Mark your correct answer. | A | B | C |
| 7. Mark your correct answer. | A | B | C |
| 8. Mark your correct answer. | A | B | C |
| 9. Mark your correct answer. | A | B | C |
| 10. Mark your correct answer. | A | B | C |