# Working in the IT industry

- introduce yourself and others
- ask and answer personal questions
- talk about scheduled tasks
- use the alphabet and spell out words

## Meeting people

**Speaking** 1 How do you greet people in your country? What do you say when you greet people in English?



**Reading** 2 Complete these dialogues with the words in the box.

| all | is | meet | name's | Nice | this |
|-----|-----|------|--------|------|------|
| too | you | Welcome | What's | | |

1 Natasha: Hi, my (1) _____ Natasha.
  Khalid: Pleased to (2) _____ you. I'm Khalid Ali.
  Natasha: Pleased to meet you, (3) _____ .

2 Philip: Good morning. (4) _____ your name?
  Ahmed: I'm Ahmed. And (5) _____ are?
  Philip: My name's Philip. (6) _____ to meet you.

3 Tim: Hi everybody, (7) _____ is Ingrid.
  All: Hi!
  Tim: Ingrid, this (8) _____ Ahmed, Linda, Mohammed and Mansoor.
  Ingrid: Nice meeting you (9) _____ .
  Linda: Likewise.
  Tim: (10) _____ to the team and good luck.

**Listening** 3 [🔊 2] Listen and check your answers.

4 Listen again and repeat the dialogues.

**Speaking** 5 Work in small groups. Practise introductions. Follow the instructions below.

1 Introduce yourself.
2 Introduce a new team member.