

Greetings, Introductions and Farewells



Formal and Informal Greetings:

Formal Greetings

- Good morning
- Good afternoon
- Good evening
- How do you do?
- How are you?

Formal Responses

- Good morning
- Good afternoon
- Good evening
- Very well, thank you

Formal closings

- It has been a pleasure, goodbye
- Thank you for your time, goodbye

Informal Greetings

- Hello
- Hi
- How are you doing?
- How have you been?
- How are things going?

Informal Responses

- Hello/Hi
- Hi
- Fine, thanks and you?
- Great, thanks

Informal closings

- I have to go now, bye
- I'll see you later/around, bye
- Have a nice day, bye

Exercise 1

Hello, Goodbye, or Thank You?

Put the following expressions into the correct column below.

It was nice to meet you

Take care

Ta

What's going on

See ya (see you)

Later

How's life

Morning

Right on

I owe you one

What's new

Cheers

'Sup

Catch ya (catch you)

How's it going

Take it easy

Sweet as

Hey

It's nice to meet you

Have fun

Much obliged

Good afternoon

Thanks

Good evening

What's shaking

What's up

Good night

Cool

I'm in your debt

Ciao ("chow")

HELLO

GOODBYE

THANK YOU

Exercise 2

What do you say when...



Someone has a baby _____

Someone has a birthday _____

It's Easter _____

Someone gets his/her car licence _____

Someone graduates from high school or university _____

Someone gets engaged _____

Someone gets married _____



It's Christmas _____

Someone buys a house _____

Someone has an operation _____

Someone leaves work to go to another job _____



Someone goes on a holiday overseas _____

Someone retires _____

Someone dies _____



Bon Voyage	Condolences	Congratulations	Happy Birthday
Merry Christmas	Happy Easter	Congratulations	Get well soon
Congratulations		Congratulations	Congratulations
Congratulations	Goodbye and Good luck		Happy retirement

Exercise 3

PAIR WORK – CONVERSATION SKILLS

Rule here: Do not say FINE!

We need to expand our vocabulary when answering this question.

How are you?



Great

Wonderful

Happy

Good

Alright

Awesome

Well

Really

Good

Not bad

Not so good

Sad

Tired

Hungry

Angry

Fed up

Sick



Sleepy

Exhausted

Lazy

Can you think of any other ways to say how you feel?

Remember, don't use the word 'FINE'. This is a generic answer and we want to practise saying in other ways how you feel. It's good practise!

- Practise in pairs.

Ask each other how you are.

Try not to use the same answer twice!