


# Greetings & introductions



Hi, my name is Camilo. What's yours?

Hi, Camilo. I'm Kate. How are you?

Fine thanks. And you?

Very well. It's nice to meet you

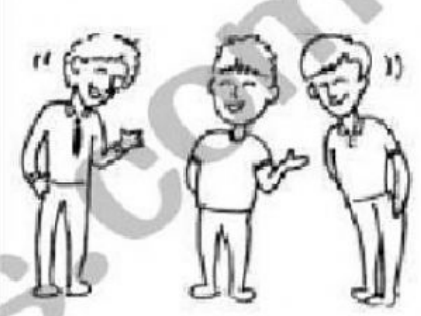
Yes. Glad to meet you too.

What do you do, Camilo?

I'm an engineer. What about you?

I'm a firefighter. Well. See you soon

Have a nice day. Take care!!

**Jack:** hello! Ben.  
**Ben:** hi, Jack! How are you?  
**Jack:** I'm fine, Thank you. Let me introduce you to a friend. This is Tom.  
**Tom:** Good afternoon, I'm pleased to meet you.  
**Ben:** Nice to meet you, too. What do you do, Tom?  
**Tom:** I'm a student. What about you?  
**Ben:** I'm a lawyer.  
**Tom:** Terrific... Well I have to go to classes. Bye-bye.  
**Ben:** See you soon.

## Study toolbox

### Expressions to introduce yourself:

- My name is ...
- I'm...
- Let me introduce myself; I'm ...
- I'd like to introduce myself; I'm ...
- Nice to meet you; I'm ...
- Pleased to meet you; I'm ...

## Study toolbox

### Here are expressions to introduce others:

- Cesar, please meet Nicolas.
- Cesar, have you met Nicolas?
- I'd like you to meet Ana.
- I'd like to introduce you to Karina.
- Karina, this is Rebecca. Rebecca this is Maria.

What is your name?	How old are you?
Where are you from?	Where were you born?
Where do you come from?	Where do you live?
What's your address?	What's your telephone number?
What's your occupation? / job?	Where do you work?
What do you like? Dislike?	Do you have children?
What's your hobby?	Are you a widow / a widower?
Are you married / single / engaged / divorced?	

# Personal information

Match the questions with the answers

- |                                       |   |
|---------------------------------------|---|
| A. What's your name?                  | ..... I'm from New York   |
| B. Where are you from ?               | ..... I'm fine, thanks  |
| C. What's your last name/ surname?    | ..... I have got a sister   |
| D. How are you?                       | ..... I live in Madrid  |
| E. How old are you ?                  | ..... It's 41 Park Avenue   |
| F. Where do you live ?                | ..... It's <a href="mailto:Anna7@hotmail.com">Anna7@hotmail.com</a> |
| G. What's your phone number?          | ..... My name's Anna  |
| H. What's your address?               | ..... I'm a journalist  |
| I. What do you do ?                   | ..... I'm married   |
| J. What do you do in your free time ? | ..... It's 657921348  |
| K. What's your e-mail address?        | ..... I'm 25 years old  |
| L. When's your birthday ?             | ..... I like watching Tv  |
| M. How many siblings have you got ?   | ..... It's on 1 <sup>st</sup> January                               |
| N. What's your marital status ?       | ..... In a big company  |
| O. Where do you work ?                | ..... It's Smith  |

Read the following dialogue and complete it with the right questions.

**Manager:** Hello Miss. I am the manager Mr. Jonhson. How may I help you?

**Applicant:** Hello Mr. Jonhson. My name is Karla. I am here for the job as a secretary.

**Manager:** Perfect. I just need to ask you some questions. \_\_\_\_\_ ? (1)

**Applicant:** My full name is Karla Patricia Andrews Clark.

**Manager:** Well, Ms Andrews. \_\_\_\_\_ ? (2)

**Applicant:** I am Argentinean, but my parents are from England.

**Manager:** That's interesting. \_\_\_\_\_ ? (3)

**Applicant:** I look older, but I'm just twenty.

**Manager:** That's right. \_\_\_\_\_ ? (4)

**Applicant:** My birthday is on June 20

**Manager:** \_\_\_\_\_ ? (5)

**Applicant:** I don't have a cell phone number. But, my house number is 2441- 9867

**Manager:** \_\_\_\_\_ ? (6)

**Applicant:** It's [kandrews@gmail.com](mailto:kandrews@gmail.com).

**Manager:** \_\_\_\_\_ ? (7)

**Applicant:** It's 7 0 172 0 932

**Manager:** Finally, Miss Andrews. \_\_\_\_\_ ? (8)

**Applicant:** Right now, I am engaged. I'll marry soon.

**Manager:** Well, Thank you very much. We'll call you later for the job.

**Applicant:** Thank you. Have a nice day!

Write a paragraph about yourself using the following information

<b>Name</b>	Tom	<b>hobby</b>	Reading (-) sport (+)
<b>job</b>	Engineer	<b>Marital status</b>	married
<b>age</b>	45	<b>origin</b>	Germany
<b>surname</b>	Williams	<b>family</b>	2 children