UNIT 1 Names and Titles

1. Getting Ready

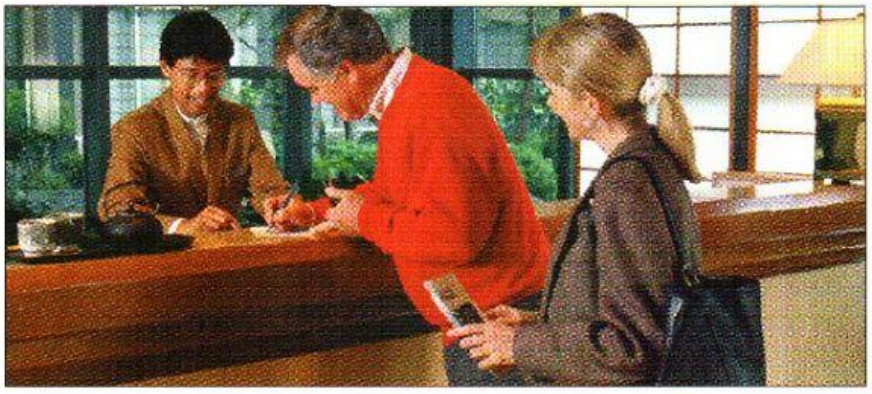
Are these first names or last names? Write them in the chart. Then add two more names to each list.

David	Kennedy	Susan	Cruise	Nancy	Bob
Brian	Abrams	Jackson	Smith	Wilson	Tom

First names		Last names	
David		Kennedy	

2. Let's Listen

What is the correct name of the hotel guest? Circle the correct answer.



1. a. Mary Carter
   b. Maria Carter
2. a. Suzanna Smith
   b. Susan Smith
3. a. Harry Wilson
   b. Harvey Wilson
4. a. Joseph Abrams
   b. Joseph Abramson
5. a. Louis Jackson
   b. Louise Jackson
6. a. Marlene Cruise
   b. Marley Cruise

LIVEWORKSHEETS

3. Let's Listen

Task 1

Cindy's father is taking phone messages for her. Listen and complete the forms.

1.

HERE'S WHO CALLED

Name: _____

Telephone: _____

Here's the message:

☐ Please call.

☐ He/She will call you.

2.

HERE'S WHO CALLED

Name: _____

Telephone: _____

Here's the message:

☐ Please call.

☐ He/She will call you.

3.

HERE'S WHO CALLED

Name: _____

Telephone: _____

Here's the message:

☐ Please call.

☐ He/She will call you.

4.

HERE'S WHO CALLED

Name: _____

Telephone: _____

Here's the message:

☐ Please call.

☐ He/She will call you.

Task 2

Listen again. Circle the correct answer.

1. Bob knows Cindy from _____.
   a. work
   b. school
   c. home

2. _____ is the person who answers the phone.
   a. Tom
   b. Cindy
   c. Nancy

3. Cindy can't take the call because she is _____.
   a. busy
   b. asleep
   c. not home

4. The caller is Cindy's _____.
   a. boss
   b. teacher
   c. friend

LIVEWORKSHEETS

4. Let's Listen

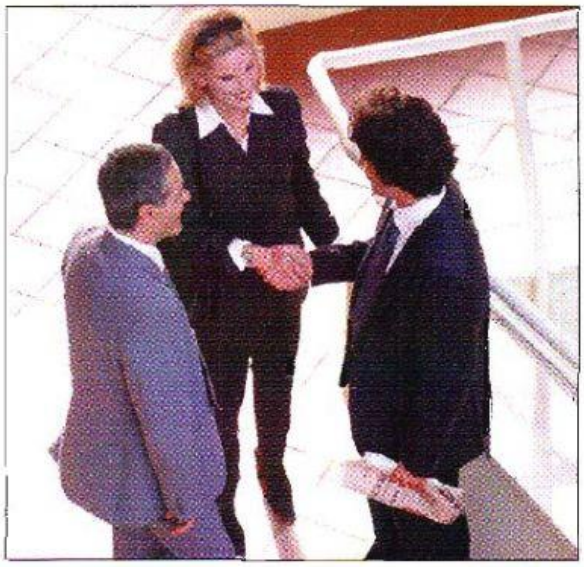
Task 1

We usually use a title (Ms., Mr., Mrs., Miss, Dr., Professor) with a last name, but not with a first name, in formal greetings.

	Correct	Incorrect
Formal:	Good morning, Ms. Smith.	✗ Good morning, Ms. Mary.
Informal:	Good morning, Mary.	✗ Good morning, Smith.

Listen. Are the woman's greetings formal or informal? Check (✓) the correct answer.

	Formal	Informal
1.	☐	☑
2.	☑	☐
3.	☐	☑
4.	☐	☑
5.	☑	☐
6.	☐	☑
7.	☐	☑
8.	☐	☑



Task 2

Listen again. What name does each person use? Circle the correct answer.

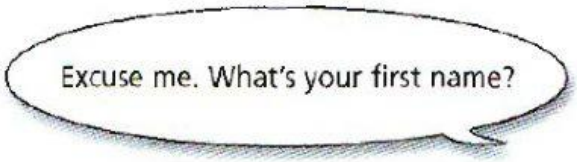
1. **a.** Damien **b.** David
2. **a.** Jackson **b.** Johnson
3. **a.** Rob **b.** Bob
4. **a.** Michelle **b.** Marcia
5. **a.** Smith **b.** Schmidt
6. **a.** James **b.** John
7. **a.** Abrams **b.** Abraham
8. **a.** Steinway **b.** Steinberg

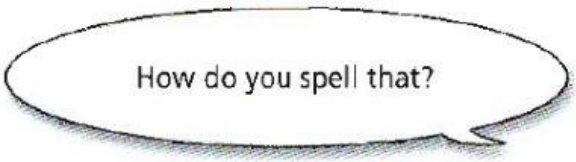
LIVEWORKSHEETS

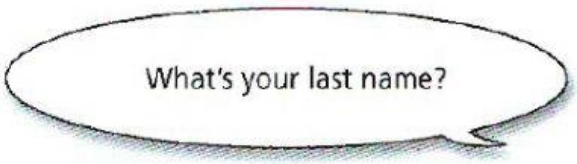
Over to You: What's your name?

Task 1

Talk to four classmates. Find out their names and telephone numbers.
Ask these questions and write the answers in the chart.









	First name	Last name	Telephone number
1.			
2.			
3.			
4.			

Task 2

Choose the name of a famous person. Talk to three classmates and find out the names they chose.

Example: A: Who did you choose?
B: I chose _____.
A: How do you spell that?
B: _____.

LIVEWORKSHEETS