GRAMMAR

Modal Verbs Used on Telephone

1	**would + like for showing your desire**
Form	would + like + to + inf. (V) …
Usage	To say what you want or what you want to do
Example	I would like to arrange an appointment to see her.
	I'd like to make an appointment with the manager.
2	**would / could for polite requests**
Form	Will / can / would / could + you + Inf. (V) …?
Usage	To make requests on the telephone such as asking to leave a message:
Example	***Could you*** *please* ***take*** *message?*
	Would you *please* ***let*** *him know that I called?*
	Could you *please* ***ask*** *him/her to call me back?*
3	**would / could for opinion**
Form	Would + Subject + inf. (V) …?
Usage	To give polite opinion on arranging an appointment
Example	Would next Thursday be fine?
	Would it be possible to meet at 9:30 a.m.?
4	**Would you mind for very polite requests**
Form	Would you mind + Ving …?
Usage	To make polite requests
Example	Would you mind giving her my message?
	Would you mind leaving a message?
5	**Would rather for showing preference**
Form	Would + rather + inf. (V)
Usage	To show what you prefer
Example	I would rather call him before 8:00.
	We would rather arrange the meeting on Monday morning.

Match the expression on the right to complete the sentences or questions on the left.

1. I'd like ….
2. Would you like …..
3. I'd rather …..
4. I'd rather live in Cape Town …..
5. Would you …… please?
6. Would you like to …..
7. I'd really like to ….. before we go to sleep.
8. I've just washed the floor. Would you mind …..
9. I've got a headache. Would you mind not …..
10. 'Why doesn't Emily answer her phone?'
    'It's late! I would imagine …..'
11. 'How old do you think Dennis is?'
    'I'm not sure. He's …. I would guess.'
12. 'Where's Monica? We have a meeting at one.'
    'I would think … She'll be back soon.'

a. than anywhere else.
b. See our holiday photos?
c. Making so much noise?
d. Something to drink.
e. Have a cup of coffee.
f. Taking your shoes off?
g. A glass of water.
h. Show me some ID.
i. She's having some lunch.
j. She's asleep.
k. Finish this book.
l. About 50.

LIVEWORKSHEETS