

UNIT 7

First listening

▶ 2.55 Listen. Complete the conversations.

1. A: Good morning. _____
_____ you?
B: Good morning. I'm here to see Martha Hernández.
A: _____ an
appointment?
B: Yes, I do. Today is my _____. My
name's Tom Murphy.
A: _____ to the
fifth floor. Ms. Hernández's office is across from the
elevators.
2. B: Excuse me. I have _____ with
Ms. Hernández.
C: I'm Martha Hernández. Hello. Are you Tom?
_____. Please, sit down.
B: Thank you. You have a very _____
_____.
C: Thanks. _____ like some coffee
or tea?
B: No, thank you. Uh-oh. Sorry.
C: Please _____
_____. Now. . .

Second listening

▶ 2.55 Listen again. Circle the correct words to complete the sentence.

1. Tom Murphy/Martha Hernández is there to see Martha Hernández/Tom Murphy.
2. Ms. Hernández's office is next to/across from the elevators.
3. Tom would/would not like some coffee.
4. Tom has/doesn't have his cell phone.