Part One The Letters of the Alphabet

Exercise 1 01. MP3

A. Listen to the recording and repeat these letters after the speaker.

Capital letters: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Small letters: a b c d e f g h i j k l m n o p q r s t u v w x y z

B. Listen to the recording and write down the letters.

1. _____ 2. _____ 3. _____ 4. _____ 5. _____

6. _____ 7. _____ 8. _____ 9. _____ 10. _____

11. _____ 12. _____ 13. _____ 14. _____ 15. _____

16. _____ 17. _____ 18. _____

C. Circle the letters you hear.

B	P	E	D	G
K	F	M	X	I
A	H	N	Z	V
C	J	L	O	W
R	T	U	Y	S

Exercise 2 Common abbreviations 02. MP3

Listen to some common abbreviations and write them down in the spaces provided. Do you know what each one stands for?

1. _____ 2. _____ 3. _____ 4. _____ 5. _____

6. _____ 7. _____ 8. _____ 9. _____ 10. _____

Exercise 3 Names of places 03. MP3

Listen to the names of the places and write them down. Do you know where these places are in Britain?

1. _____ 2. _____ 3. _____ 4. _____ 5. _____

6. _____ 7. _____ 8. _____ 9. _____ 10. _____

11. _____ 12. _____ 13. _____ 14. _____ 15. _____

16. _____ 17. _____ 18. _____ 19. _____ 20. _____

LIVEWORKSHEETS

Part Two Getting to Know Each Other

Exercise 1 04. MP3

Listen to the conversations and answer the questions.

1. A: What's Joseph's last name?
   B: His last name is _____.
2. A: Sorry, what's your name again?
   B: OK, my first name is _____ and my last name is spelled _____.
3. A: Excuse me, what's her name?
   B: _____, and her last name is spelled _____.
4. A: What is Ms. Smith's first name?
   B: It's spelled _____.
5. A: Who is the man in the middle?
   B: He is my friend, _____.
   A: Where is he from?
   B: He is from _____.

Notes

last name = family name = surname first name = given name

LIVEWORKSHEETS