

Answer the questions.

1. Identify where the conversation is happening. (1 point)

2. Who is talking? (2 points)

3. What is the woman asking about? (1 point) _____

4. How does the woman ask if there are any job openings? (1 point)

Is this polite? _____ Why? _____ (1 point)

5. What does she need to send? (1 point) _____

6. Who should she send it to? (1 point) _____

7. What is the email address? (1 point) _____

8. When is the deadline? (1 point) _____

9. Do you think it is a good strategy for finding a job? _____

Why? _____

_____ (2 points)

PART 2: SPEAKING

Use your notes to tell a friend about the job opportunity and how to apply. Remember to include all the information they need to know.