

2 listen to the conversations (1-4). Match them with the situations (a-d)

Conversation 1 _____ Conversation 3 _____
Conversation 2 _____ Conversation 4 _____

- a. start a conversation with a person you don't know at a party?
- b. introduce yourself to a new member of staff or a new student in your class?
- c. start a conversation with a friend you haven't seen for a long time?
- d. talk to the person standing next to you at the bus stop or at the check-out?

3 look at the four conversation openers. Do they follow the advice in the tip sheet in exercise 1? Yes/No

- a Fancy meeting you here! How are things? _____
- b Excuse me. Do you know what time it is? _____
- c Hi, you must be Ruben. I've heard a lot about you. _____
- d Great party, isn't it? _____

4 Match the responses (1-4) with the conversation openers (a-d) in exercise 3. Write a, b, c or d.

- 1 Hi, you must be Steve. I've heard a lot about you, too! _____
- 2 Hi! How are you? You're looking great! _____
- 3 Yes, it really is. I haven't been to their house before. It's really nice! _____
- 4 No, I don't, sorry. But there's a clock over there. _____

5 Answer these questions

1. Who does Sue meet unexpectedly in the conversation? - John / Kim / Jay / Ruben

2. Why is John surprised to see Sue?

- He didn't recognize her.
- He didn't expect to meet her there.
- He forgot to invite her.
- He thought she was on vacation.

3. What time is it when the man asks the woman? - 3:15 / 2:45 / 4:30 / 5:00

4. Why does the man think the transportation might be late?

- Because of heavy traffic / Due to a broken clock / The woman is unsure / The exhibition is boring

5. What is Jay's profession? - Teacher / Receptionist / Accountant / Manager

6. How long has Jay been in his current position?

- Around 3 years / Forever / A few months / He doesn't mention

7. How do Alison and Claire know each other?

- They are cousins / They work together / They are neighbors / They went to school together

8. What is Claire's job role at her workplace?

- Teacher / Receptionist / Accountant / Manager

How to start a conversation

- Always approach the person you want to talk to with a smile.
- Use a question to start the conversation, but don't make it too direct.
- Better still, comment on something in your surroundings.
- Or pay the person you're talking to a genuine compliment (for example, "Where did you get your T-shirt? I love it!").
- To keep the conversation going, use follow-up questions or introduce a new topic.