

6. ① 13 Listen to a telephone conversation. Complete the message.

MESSAGE FOR: Teresa Baum

FROM:

CALLING ABOUT:

PHONE NUMBER:

CALL BACK? URGENT?

7. ① 13 Match 1-9 to a-i. Then listen again to the telephone conversation in exercise 6 and check.

1 Could I speak __	a ... your message.
2 I'm sorry, but __	b ... a contact number?
3 Could I leave __	c ... a message for her?
4 It's __	d ... right?
5 So __	e ... that's A-N-D-A-C.
6 Can she call __	f ... to Teresa Baum, please?
7 Can I have __	g ... Richard Andac.
8 Is that __	h ... she isn't here this morning.
9 I'll give her __	i ... me back as soon as possible?

8. ① 14 Match phrases 1-8 to responses a-h, then listen to two conversations and check.

1 Can I join you? __	a Very interesting.
2 I hear you work for GST. __	b Sure. See you later maybe.
3 My name's Simon Turing. __	c Yes, of course.
4 What do you think of the conference? __	d No, not many.
5 Do you come here every year? __	e Pleased to meet you.
6 Do you know a lot of people here? __	f No, thanks. I'm fine.
7 Would you like another drink? __	g Yes, that's right.
8 Please excuse me. __	h No, this is my first time.