

Unit 9: Functional Language – Asking and answering questions in first meetings

Complete the conversation with the questions in the box.

There are two extra sentences.

do you report to Charu Patel when did you join the company can I take your coat
did you have a good trip do you work with Beena can I get you something to drink
where are you based can I order you a taxi are you free for dinner this evening
is it your first time in the Mexico office

A: Hello, nice to meet you.

B: You too.

A: ¹ _____?

B: That would be great, thanks.

A: Please, sit down. ² _____?

B: A glass of water, please.

A: So, ³ _____?

B: No, I was here two years ago, actually.

A: Really? ⁴ _____?

B: About six years ago.

A: ⁵ _____?

B: In Delhi at the moment, but I was in Dubai for a long time.

A: In Delhi? ⁶ _____?

B: Yes, I do. Do you know her?

A: Yes, we worked together on a project in Frankfurt.

So, ⁷ _____?

B: No, David Cope in Dubai is still my manager.

A: OK. ⁸ _____?

B: Not today. Are you free tomorrow?