

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. _____

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

Task A

Look at the map of Britain. Please listen and write down the people's names next to the place where they come from.

**Task B**

Listen to the recording again and fill in each blank with a proper name.

1. _____ comes from Edinburgh.
2. _____ comes from Newcastle.
3. _____ is from Liverpool.
4. _____ is from Glasgow.
5. _____ is from Cardiff.
6. _____ teaches in London.
7. _____ comes from Manchester University.
8. _____ is from Belfast.

9. is from Nottingham University.
10. is from Cambridge University.



1. Edinburgh is the capital of Scotland and it's the centre of government and commercial life. The famous castle and international festival attract thousands of visitors.
2. Glasgow, Aberdeen and Dundee are the chief cities in Scotland.
3. Aberdeen is Scotland's chief fishing port.
4. Cardiff, Swansea and Newport are the chief urban centres in Wales.
5. Belfast is the centre of Northern Ireland.

Exercise 3 What is your subject? 06.MP3

Listen to the self-introductions and complete the information about each person.

Name	Where from	Subject
Charles	Leeds	Music
Liz		
Chris		
Paulo		

Exercise 4 Introducing yourself 07.MP3

Listen to some self-introductions and complete the information about each person.

1.

Name

What does she do?

Where is she from?

What sport does she like?

How often?



2.



Name _____

What does he do? _____

Where is he from? _____

What does he like? _____

Where does he work? _____

Where does he go at weekends? _____

3.

Name _____

What does he do? _____

How often does he work? _____

Where does he plan to go? _____

When does he plan to go? _____



4.



Name _____

What does she do? _____

Where does she work? _____

Where does she plan to go? _____

How long does she work on Sundays? _____

5.

Name _____

What does she do? _____

Where is she from? _____

What does she like to do after work? _____



6.



Name

What does he do?

Where is he from?

What does he like?

How many children does he have?

7.

Name

What does she do?

Where is she from?

Where does she work?

What does she like?

What's her favourite one?



8.



Name

Where is he from?

What does he do?

Where does he work?

What does he like?

What kind of sport does he like?

How often?

Exercise 5 Are you from Australia?

08.MP3

Listen to the conversation carefully. Fill in the table below as you listen.

Name	Country	Subject
Rich		
Maria		

Listen to the conversations and complete the information about each person.

1.

First Name	Linda
Last Name	
Country	
Subject	

2.

First Name	Joseph
Last Name	
Country	
Subject	

3.

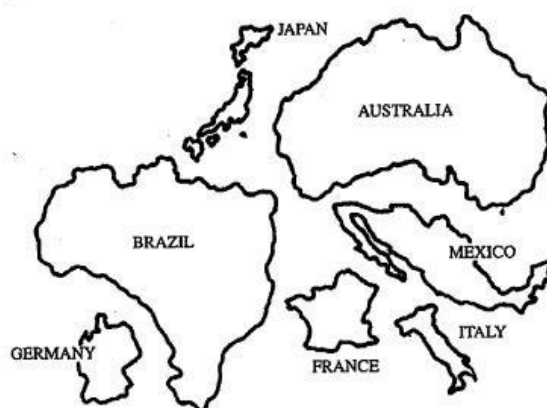
First Name	
Last Name	Maclain
Country	
Subject	

Exercise 7 The maps of some countries

10.MP3

Task A

Look at the maps of some countries. Listen to the recording and write down the people's names next to the country where they come from.



Task B

Listen to the conversations again and fill in the forms below.

1.

Ms. Hee
First name
Country
Nationality

2.

Mr. Smith
First name
Country
Nationality

3.

Surname
First name
Country
Language
When to use the computer

4.

Last name
First name
Country
Nationality

5.

Last name
First name
Country
Language

Listen to the conversation carefully. Fill in the table below as you listen.

Name	Where from	Subject
Ann		
Shirley		
Linda		