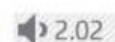# Unit 2: Functional Language – Leaving a message

⭐ **2A** 🔊 2.02 Listen to the voicemail and complete the message.

Caller:
Morgane [1]_____

Date/Time:
19.7.17 / 10.20

Message for:
Julio Casas in the [2]_____

Reason for call:
Discuss order [3]_____

Please call back on:
[4] 08_____

Comments:
If unavailable organise another
[5]_____ by email

Action:
Return the call by [6]_____ tomorrow.

B Complete the phrases Morgane used in her voicemail. Then listen again and check your answers.

	Morgane
Identify	[1]_____ Morgane … I'll [2]_____ that for you …
State the reason for the call	[3]_____ for Julio Casas. You asked me to [4]_____ you to discuss …
Request action	[5]_____ call me back on my [6]_____ ?
Leave details	In case you don't have [7]_____ , I'm on …
Offer an alternative communication mode	Can you [8]_____ me an email so we can fix …
Provide a deadline	Could you [9]_____ me by … ?
Finish the call	I [10]_____ to hearing from you.