Functions Checking understanding and clarifying

We use these phrases to check that someone understands instructions, etc.

Examples Are you with me? / Do you follow me?
Do you see how it works?
Is everything clear? / Would you like me to go through that again?

We use these phrases to say we understand instructions, etc.

Examples I follow you. / Yes, I'm with you.
I see what you mean. / OK, that makes sense.

We use these phrases to say we don't understand instructions, etc.

Examples I don't understand how to …
Sorry, I don't follow you.

We use these phrases to ask for clarification.

Examples Can you explain what you mean by …?
Can you show me that again? / Can you just clarify what I need to do?

PRACTICE

1 Complete the conversations with appropriate phrases.

1 A Our company will pay taxes under tax code 115.
B Er … Sorry. _____ 'tax code 115'?

2 A The office will be closed for national and local holidays.
B _____ days the local holidays are?

3 A I'm sorry, I didn't understand everything you just said.
B _____? I'm happy to repeat it.

4 A Everyone needs to choose a nine-letter password, mixing numbers, symbols, and capital and lower-case letters. _____?
B Yes, I do. In fact, my password is already like that.

5 A To order equipment for the office, you need to use this program.
B _____ use that program. Can you help me?

6 A To operate the machine, press here, hold down this button, and turn the wheel to the left. OK?
B Er, no. _____? Just once more.

2 8.6 Listen to three conversations. In which conversation (1–3) do they talk about the following?

a a boat ___ b a blog ___ c a visa ___

3 8.6 Complete the missing words in the extracts. Listen again and check.

1 A To get hits, you need to use tags.
B Sorry, I d_____ f_____ you.

2 A Look, click here … and add the tag. Do you see how i_____ w_____?
B Yes, that's fine.

3 A You need to arrange a Russian visa. This is the form you need to complete. I_____ e_____ clear?
B Er, no, I have a problem.

4 A In that case, get a business double entry visa. That gives you permission to leave and re-enter the country.
B OK, t_____ m_____ sense.

5 A When the wind is strong, pull this rope. That helps control the boat.
B I don't understand h_____ t_____ use all these ropes.

6 A Would you like me to g_____ t_____ the instructions again?
B Yes, please. This is the first time I've been sailing in my life.

LIVEWORKSHEETS