

Worksheet 3

Direction : Fill in the blanks with the appropriate phrases. (นำคำศัพท์ต่อไปนี้ไปเติมในช่องว่าง

ให้ถูกต้อง)



- | | | |
|----------------------------|-------------------|-------------------|
| a. Who's calling | b. Can I speak to | c. take a message |
| d. give me the appointment | e. Could you | |

Dialogue

- Receptionist : Good morning. Hardware Store. Can I help you?
- Caller : Hello. (1).....Suthon, please?
- Receptionist : (2)....., please?
- Caller : It's Samart.
- Receptionist : Thank you. Hold the line please. Oh! Wait a minute.
I've got a note from Mr.Suthon. I'm sorry he's away this week.
- Caller : That's too bad. Could you (3).....?
- Receptionist : Certainly.
- Caller : Could you ask him to (4).....next Monday –
November 24?
- Receptionist : Yes, of course. I'm sorry, may I have your name again?
- Caller : Samart.
- Receptionist : (5).....spell that, please?
- Caller : It's S-A-M-A-R-T.
- Receptionist : Could you please give me your phone number?
- Caller : 0-8938-6668.
- Receptionist : Got it. Goodbye.
- Caller : Thank you. Goodbye.