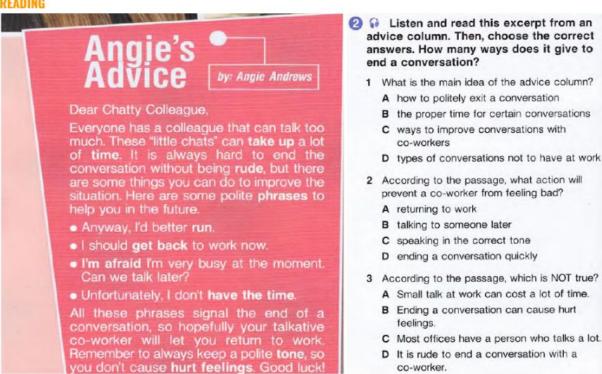
SELIYEWORKSHEETS

Ending conversations

GET READY!

- 1- Before you read de passage, talk about these questions:
- a) When might you have to end a conversation before someone has finished talking?
- b) What are some phrases people can use to end a conversation politely?

READING



VOCABULARY

- Write a word that is similar in meaning to the underlined part.
 - 1 The salesman was impolite and unfriendly.

___e

2 John needs to return to work.

___ _a__

3 Patrick should leave now or he will be late. b__t__ __n

4 Knowing a few foreign groups of words is useful when traveling.

p____s

5 Too much conversation at work uses a lot of time.

___e_ __

Fill in the blanks with the correct words and phrases from the word bank.

N	0	r d BANK
u		usy tone hurt someone's feelings ortunately afraid have a lot of time
	1	, Jim will not be attending the meeting.
1	2	Ms. Baker isn't polite and is going to
-	3	The businessmen because their plane is late.
	4	The office is since there are many people working.
-	5	Mr. Fox is that he'll be late.
-	6	Use the right of voice in work

LISTENING

- S Listen to a conversation between two colleagues. Mark the following statements as true (T) or false (F).
 - 1 _ The man recently took a trip.
 - 2 __ The woman tries to end the conversation.
 - 3 _ The speakers plan to talk the next day.

0	6	Listen	again	and	complete	the
	cor	versati	on.			

Colleague 1:	Hey John! How are you? How was your 1?
Colleague 2:	Oh, hi Susan. It was wonderful. Aruba is 2
Colleague 1:	Wow! I want to go to the Caribbean. Was the weather nice?
Colleague 2:	Yes, the weather was fantastic. And the people are very 3
Colleague 1:	Great. Tell me more. Was it 4?
Colleague 2:	Well, I'm afraid I'm really busy at the

moment. Can we talk 5