

UNIT 7

First listening

▶ 2.55 Listen. Complete the conversations.

1. A: Good morning. _____
 _____ you?
 B: Good morning. I'm here to see Martha Hernández.
 A: _____ an
 appointment?
 B: Yes, I do. Today is my _____. My
 name's Tom Murphy.
 A: _____ to the
 fifth floor. Ms. Hernández's office is across from the
 elevators.
2. B: Excuse me. I have _____ with
 Ms. Hernández.
 C: I'm Martha Hernández . Hello. Are you Tom?
 _____. Please, sit down.
 B: Thank you. You have a very _____
 _____.
 C: Thanks. _____ like some coffee
 or tea?
 B: No, thank you. Uh-oh. Sorry.
 C: Please _____
 _____. Now. . . .

Second listening

▶ 2.55 Listen again. Circle the correct words to complete the sentence.

1. Tom Murphy/Martha Hernández is there to see Martha Hernández/Tom Murphy.
2. Ms. Hernández's office is next to/across from the elevators.
3. Tom would/would not like some coffee.
4. Tom has/doesn't have his cell phone.