



- 1 Do you call people in other departments? Which departments?
- 2 ►4.6 Listen to a phone conversation. Complete the message.

Message for: Liko
Caller: Janusz in the 1 Department
Reason for call: the new 2 website

Message:

Do you want www.synox-sales.com or www.synox-sales 3
Call Janusz on this number: 4

- 3 ►4.6 Listen again and complete the conversation.

Martha Sales. Hello?
Janusz Hi. Is Liko there?
Martha No, I'm sorry, he's out. Can I take ¹ _____ ?
Janusz Yes, it's Janusz in IT.
Martha Oh, hi. This is Martha. I'm the new sales assistant.
Janusz Hi, Martha. ² _____ about the new sales website.
Martha Sorry, one moment. OK. ³ _____. What's the message for Liko?
Janusz It's about the sales website. Do you want dot com or dot co dot uk in the address?
Martha Sorry, I ⁴ _____ understand. Can you ⁵ _____ that?
Janusz The new website is www.synox-sales, but do you want synox-sales.com or synox-sales.co.uk?
Martha OK. ⁶ _____ anything else?
Janusz Yes. Please ⁷ _____ me _____ as soon as possible. My mobile number is 07700 897 833.
Martha So that's 07700 897 833.
Janusz That's right.
Martha OK. I'll ⁸ _____ Liko your _____.
Janusz Thanks, Martha.

- 4 Work in pairs. Practise the conversation in 3.