

1. Grammar reference: Requests, offers and invitations
Put the questions in the correct group.

Would you like a cup of tea? • Would you like to go out to night? • Shall I meet you at the airport? • Can I carry your bag for you? • Will you be quiet, please? • Would you help me with my homework? • Can you shut that window? • Could you lend me 50 pounds?

Requests	Offers/invitations

2. Match the answers with the questions to make eight short conversations.

1. *Can I carry your bag for you?*
2. *Will you be quiet, please?*
3. *Would you help me with my homework?*
4. *Could you lend me 50 pounds?*
5. *Would you like to go out tonight?*
6. *Shall I meet you at the airport?*
7. *Can you shut that window?*
8. *Would you like a cup of tea?*

a. Sure, what do you want to do?
b. No, That's OK. I'll get a taxi
c. In a while. It's too hot in here.
d. Yes, of course. Sorry
e. Maybe. When could you give it back?
f. Yes, please. That's would be lovely.
g. Thank you, yes. It's rather heavy.
h. No problem. What is it?

3. Read and listen to the dialogue.

Dan: Can I borrow your pen, please?

Mark: Not now. I'm writing a letter.

Dan: Can I borrow it later, then?

Mark : Yes, you can borrow it later.

Dan: Can I read your magazine, please?

Mark: OK. I can't read it now because I'm writing.

Dan: Can I use your phone?

Mark: No, not now. I'm waiting for a phone call.

Dan: Can I listen to some music on the radio, then?

Mark: Yes, you can, but play it quietly!

4. Read the following expressions.

Polite request:

Can you...(please)?

Can you help me?

Will you...(please)?

Could you please.....?

Would you please...?

Would you mind...?

May I....?

Can I.... ?

Polite response:

All right

Sure!

Here you are

Yes, of course

I'd be happy to

My pleasure

Polite refusal

Sorry

Sorry, I'm using it right now.

No, I'm sorry. I can't

I'd like to, but...