

Personal Titles and Names

Remember to use titles with last names. For friends and family, use first names.

1. You go to see your doctor. Her name is Janet Lin. When you enter the room, you say, "Good morning, _____."
2. You talk to your cousin on the phone. His name is Andrew Chang. You say, "Hi, _____."
3. Elvia Morales is an older married woman. She is your boss. When you see her, you say "Good morning, _____."
4. Your friend is Joe Smith. He is a married man. When you see him, you can say, "Hi, _____."
5. You meet an important older woman at work. Her name is Ann Johnson.
6. You don't know if Diane Arnold is married or single or divorced. You say, "Nice to meet you, _____."
7. You see your friend's daughter. She is 10 years old. Her name is Evelyn Atkins. You say, "Nice to see you, _____."
8. Your son has a teacher. Her name is Caroline Potter. You think she is single, but you are not sure. You say, "Hello, _____."
9. Your daughter has a teacher. His name is Robert Trebek. You don't know if he is married, divorced or single. You write an email to him, "Dear _____."
10. Your classmate is very nice. Her name is Hana Ahad. She is a young woman. You ask her, "Can I use your eraser, _____?"