

# 1. Formal Greetings and Farewells

Paul: Hello. How are you?

Don: Fine, thank you. How are you?

Paul: Fine, thanks. Oh, excuse me—here's my bus. Good-bye.

Don: Good-bye.

## 2. Informal Greetings and Farewells

Dick: Hi! How are you?

Helen: Fine, thanks—and you?

Dick: Just fine. Where are you going?

Helen: To the library.

Dick: O.K. I'll see you later.  
So long.

Helen: So long.

### 3. Formal Introductions

Margaret: Mr. Wilson, I'd like you to meet Dr. Edward Smith.

Mr. Wilson: How do you do, Dr. Smith.

Dr. Smith: How do you do.

Margaret: Dr. Smith is an economist. He's just finished writing a book on international trade.

Mr. Wilson: Oh? That's my field, too. I work for the United Nations.

Dr. Smith: In the Development Program, by any chance?

Mr. Wilson: Yes. How did you guess?

Dr. Smith: I've read your articles on technical assistance. They're excellent.

#### 4. Informal Introductions

Jim: Who's the tall girl next to Barbara?

Charles: That's Mary Anderson. Didn't you meet her at Steve's party?

Jim: No, I wasn't at Steve's party.

Charles: Oh! Then let me introduce you to her now. Mary, this is my cousin Jim.

Mary: Hi, Jim. I'm glad to meet you.

Jim: I'm glad to meet you. Can't we sit down somewhere and talk?

Mary: Sure, let's sit over there.

## 5. Time

Margaret: What time is it?

Toni: It's a quarter to five.

Margaret: Aren't we supposed to be at Jim's house by five o'clock?

Toni: Five or five-thirty. He said it didn't make any difference.

Margaret: Then maybe we could pick your suit up at the cleaners.

Toni: Sure, we have plenty of time.

## 6. A Telephone Call

Barbara: Hello.

Fred: Hello. May I speak to Alice Weaver, please?

Barbara: Just a minute... Alice, it's for you.

Alice: Hello.

Fred: Hi, Alice. This is Fred. Would you like to go to a movie tonight?

Alice: Thanks, I'd love to. I haven't been to a movie for a long time.

Fred: Good. I'll pick you up around seven-thirty, then. The movie starts at eight.

Alice: Fine, I'll be ready.



## 7. Happiness

Linda: You look happy today!

Frank: I am happy. I just heard I passed my physics exam.

Linda: Congratulations! I'm glad somebody's happy.

Frank: Why? What's the matter?

Linda: Oh, I'm just worried, I guess. I have to take a history exam next week.

## 8. Ordering a Meal

Waiter: Are you ready to order now, sir?

Ralph: Yes. I'll have tomato soup, roast beef, mashed potatoes, and peas.

Waiter: That's tomato soup... roast beef... mashed potatoes... and peas. How do you want the beef—rare, medium, or well-done?

Ralph: Well-done, please.

Waiter: Anything to drink?

Ralph: Hmmm... just water. I'll have coffee with my dessert.



## 9. Birthdays

Patty: How old are you?

Susan: Nine ... but I'll be ten on May sixteenth.

Patty: I'm older than you!  
I'll be ten on May  
fourteenth.

Susan: Are you going to  
have a birthday party?

Patty: Maybe. I'll have to  
ask my mother.

## 10. A Crowded Theater

Bob: Excuse me, is this seat taken?

Larry: No. it isn't.

Bob: Would you mind moving over one, so my friend and I can sit together?

Larry: No, not at all.

Bob: Thanks a lot.

## 11. Mistakes

Bruce: Where did John go?

Laura: He went to the drugstore.

Bruce: To the bookstore?

Laura: No, I said he went to the drugstore.

Bruce: Oh, I misunderstood you. I thought you said bookstore.

Laura: How could you make a mistake like that? Weren't you paying attention?

## 12. Games

George: Say, Joe, do you play bridge?

Joe: No, I don't play any card games. But I know how to play chess. How about you, George?

George: Well, I happen to be one of the best chess players around.

Joe: O.K. Let's play, then. We'll see who's the best.

## 13. Health

Jane: I hear you've been ill.

Cathy: Well, I had the flu for a couple of weeks, but I'm fine now.

Jane: You're looking well. By the way, did you hear about Mrs. Jackson?

Cathy: No, what about her?

Jane: She had such a bad case of the flu that they had to take her to the hospital.

Cathy: Oh, I'm sorry to hear that!

## 14. Sports

Phil: Say, what's your favorite sport?

Jack: Hmmm... it's hard to say. I like golf a lot—but I guess I like tennis better.

Phil: Do you play much tennis?

Jack: Yes, quite a bit. How about a game sometime?

Phil: Sorry. I'm strictly a spectator—football, baseball, basketball, golf...I watch them all.



## 15. Asking Directions

Marilyn: Excuse me. Could you tell me which way Dobson's bookstore is?

Nancy: Yes, it's that way. You go two blocks, then turn left. It's on the corner opposite the post office.

Marilyn: Thanks. I've only been in town a few days, so I really don't know my way around yet.

Nancy: Oh, I know how you feel. We moved here a year ago, and I still don't know where everything is.