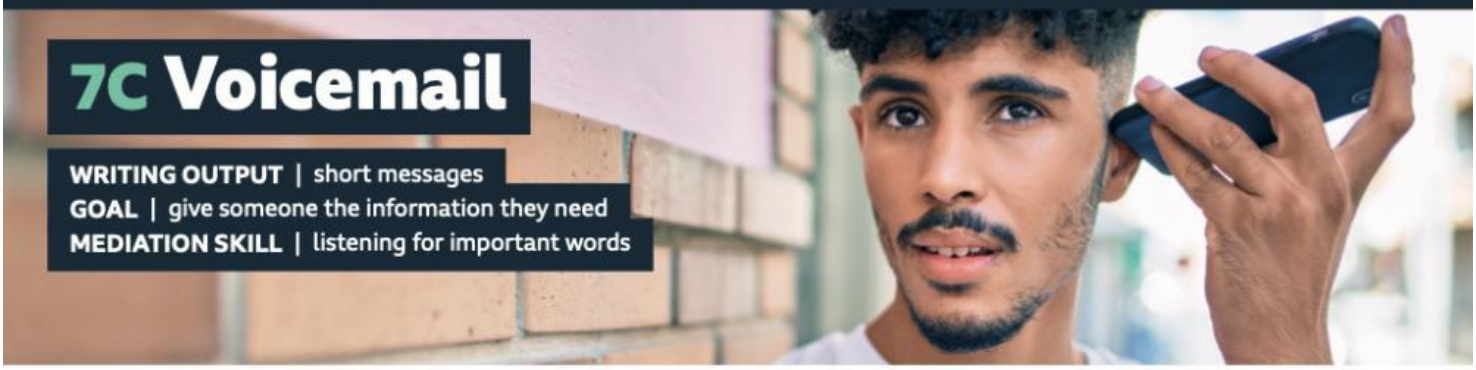
7C Voicemail

WRITING OUTPUT | short messages
GOAL | give someone the information they need
MEDIATION SKILL | listening for important words



WARM-UP

1 **Work in pairs and discuss the questions.**

1 Do you prefer to send voice messages or text messages? Why?
2 Do you like receiving voice messages? Why/Why not?

PREPARE

2 **Read the Scenario. What does Lily want you to do?**

SCENARIO

Your friend Lily sends you a message.

> Hello. I've got some voice messages, but I can't understand them very well. Can you listen and tell me what they say? One is the hairdresser and I think one is the university.
> Thanks for your help!
> Lily x

3 **MB7.01 | Listen to the first voice message for Lily. What is it? Choose the correct option (a–c).**

a She's late for her appointment.
b She needs to make a new appointment.
c She's got a new hairdresser.

4A **Read the Mediation Skill box. Think of examples of adjectives, nouns, verbs and negative forms of verbs.**

MEDIATION SKILL
listening for important words

When you listen and make notes, it's not necessary to write down every word – you can note down the words that give the important information. They are often the **adjectives**, **verbs** and **nouns**. **Negative** forms of **verbs** are often important too because they change the meaning.

You can then use these important words to make a simple message.

B **Read the sentences. Which one has the important words in bold?**

a This is **John**. I'm very sorry, but I **can't come** to your **party** tonight.
b **This is** John. I'm very sorry, **but** I can't come **to your** party tonight.

C **Complete the message. Use the information in Exercise 4B**

..... called. He ..... to your ..... tonight.

5 **Read the voice message from Ex 3. Find the most important words. Then complete the message.**

> Hi, this is a message for Lily Aldora from Cuts Hairdressers. I'm sorry to say that Rose, your usual hairdresser, is not well today. The problem is all the other hairdressers are busy, so we need to change your appointment time. Can you call us on 077075? Thank you very much, and sorry again.

..... called. Your ..... isn't well. You need to ..... your appointment time. ..... them on 077075.

MEDIATE

6 **MB7.02 | Listen to two more voice messages for Lily. Note the important words. Then write two messages for her.**

7 **Work in pairs. Compare your messages. Do you both give the same information? Would you like to change anything in your messages?**

LIVEWORKSHEETS