

DIKTAT BAHAN PENGAJARAN MATA KULIAH
BAHASA INGGRIS UMUM



Disusun oleh:

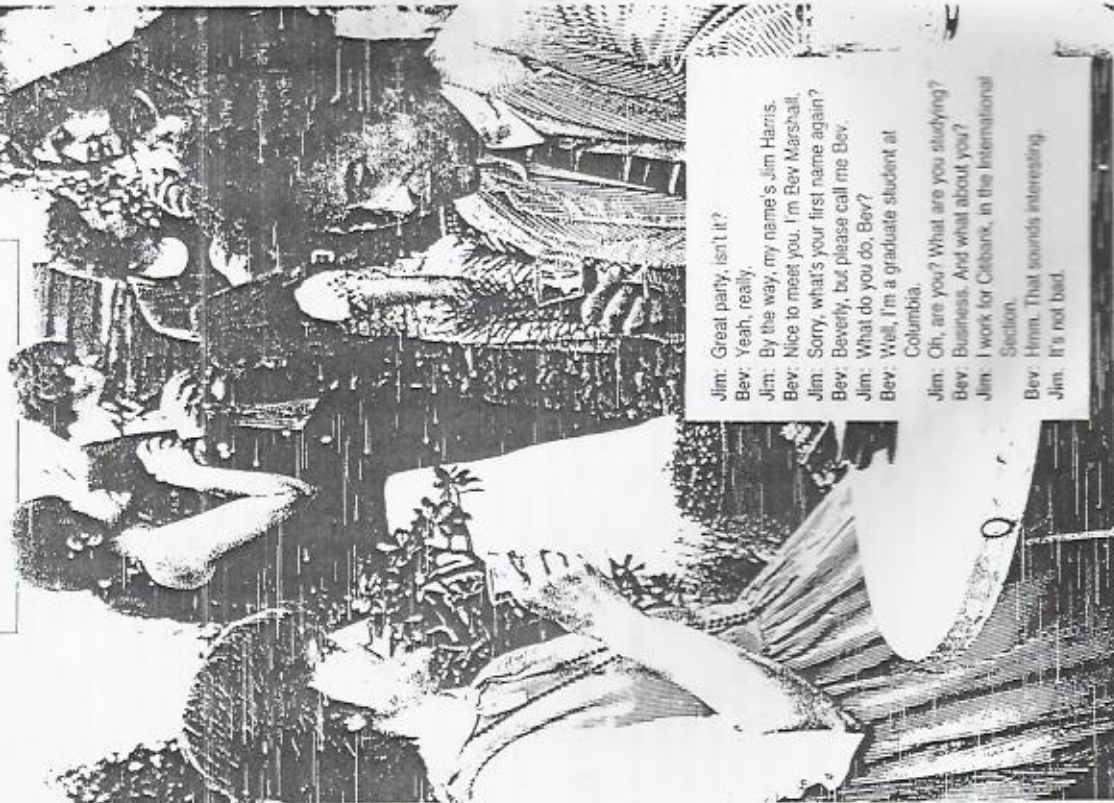
Dra. Rahmi Dipayanti Andayani, M.Pd.

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PRODI PENDIDIKAN BAHASA INGGRIS
FAKULTAS BAHASA DAN SENI
UNIVERSITAS NEGERI YOGYAKARTA

UNIT 1

Nice to meet you.



Jim: Great party, isn't it?
 Bev: Yeah, really.
 Jim: By the way, my name's Jim Harris.
 Bev: Nice to meet you. I'm Bev Marshall.
 Jim: Sorry, what's your first name again?
 Bev: Beverly, but please call me Bev.
 Jim: What do you do, Bev?
 Bev: Well, I'm a graduate student at Columbia.
 Jim: Oh, are you? What are you studying?
 Bev: Business. And what about you?
 Jim: I work for Citibank, in the International Section.
 Bev: Hmm. That sounds interesting.
 Jim: It's not bad.

VEIT A TRY

Introducing yourself

My name's Jim Harris.
 I'm

Hi, I'm Bev Marshall.
 Hello, my name's

Practice

Introduce yourself to your classmates.



Asking for repetition

Sorry, what's your first name again?
 what was name

It's Beverly, but please call me Bev.
 Beverly Marshall,

Practice

Introduce yourself to other classmates. This time ask your partner to repeat his/her first, last, or full name.

Student A

My name's ... (full name) ...

Sorry, what's your first name again?
 last name

Student B

A: ... (full name) ...
 B: Hi, I'm ... (full name) ...

A: ...?
 B: ... (name) ...

Asking someone's occupation

What do you do, Bev?

Well, I'm a grad* student at Columbia.
 a housewife.
 an engineer.

Oh, are you?
 really?

And what about you, Jim?

I work for Citibank.
 a steel company.

Oh, do you?
 really?

Practice

Ask your classmates what they do. Get the vocabulary you need.

*grad student: graduate student

Asking for more information (1)

- ▶ What are you studying? OR What do you do there exactly?
- ▶ I'm a secretary in the International Banking Department
- ▶ I'm an engineer. I work for Columbia. I'm self-employed.

Practice 1

Student A asks Student B what he/she does. Student B is a college student.

Student A

- A: And what do you do, ... (name) ...?
- B: ...?
- A: Oh, are you? And what are you studying?
- B: ...?

Student B

- A: ...?
- B: I'm a student at ... University.
- A: ...?
- B: Business.

Americans use the word college to mean college or university. We commonly say a person is a college student, in college, or going to college whether the name of the school he/she goes to is, for example, Barnard College or Columbia University.

Practice 2

At this time, Student B asks Student A what he/she does. Student A is a business person.

Student B

- B: And what do you do, ... (name) ...?
- A: ...?
- B: Oh, do you? And what do you do there exactly?
- A: ...?

Student A

- B: ...?
- A: I work for ... (company name) ...
- B: ...?
- A: I'm in the Sales Department.

Practice 3

Students ask your classmates what they really do. Find out what they're studying or what department they work for.

Asking for more information (2)

- ▶ I'm a student. I'm an engineer.
- ▶ Oh, really? What school do you go to? What company do you work for?
- ▶ I go to Columbia. I work for Nissan. I'm self-employed.

Americans often say school to mean college or university.

Practice 1

Ask what your partner does and, if appropriate, where he/she works or goes to school.

Student A

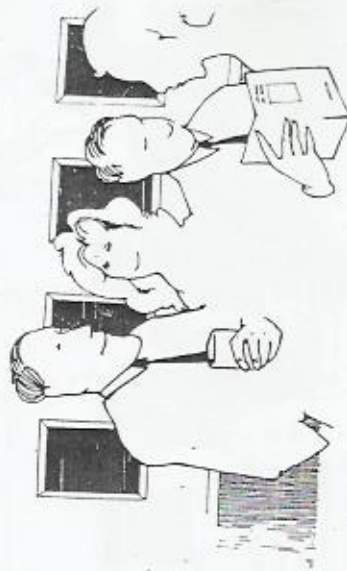
- A: And what do you do, ... (name) ...?
- B: ...?
- A: Oh, really? What school do you go to? What company do you work for?
- B: ...?
- A: Oh, I'm an ... (occupation) ...

Student B

- A: ...?
- B: I'm an ... (occupation) ...
- A: ...?
- B: I go to ... (name of school) ... And what about you? I work for ... (name of company) ...
- A: ...?

Practice 2

Ask other classmates.



Conversational openings

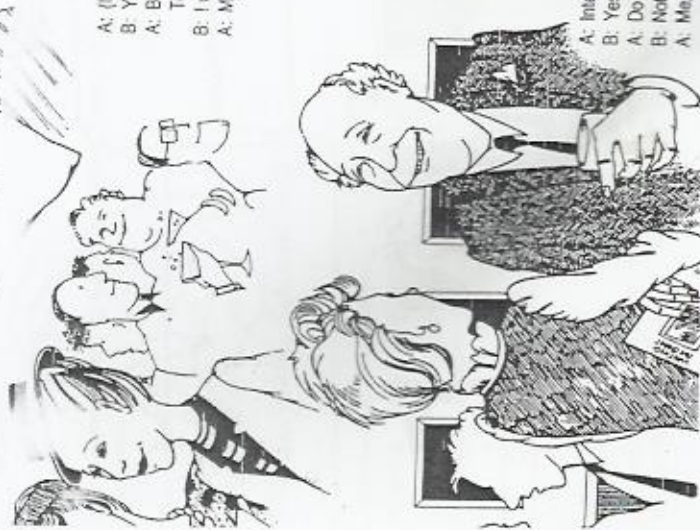
- ▶ (It's a) great party, isn't it?
- ▶ Yeah, really.
- ▶ Yes, it is.

Practice

Openings change with the situation. Start a conversation in each of the situations below. Continue them by asking the person's occupation. Ask for repetition, if necessary.



- A: Nice picnic, isn't it?
- B: Yeah, really. The food's terrific.
- A: My name's by the way.
- B: Hi, I'm

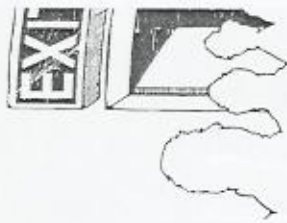


- A: (It's a) lovely wedding, isn't it?
- B: Yes, Claire is a beautiful bride.
- A: By the way, how do you know Tom and Claire?
- B: I work with Tom at IBM.
- A: My name's by the way.

- A: Interesting play, isn't it?
- B: Yes, it's very good.
- A: Do you like modern theater?
- B: Not very much, but I like Beckett.
- A: Me, too! By the way, I'm

Introducing yourself — more formally

- ▶ Let me introduce myself. My name's Robert Andrews.
- ▶ How do you do? I'm Jean Flivers.
- ▶ It's (very) nice to meet you.
I'm (very) glad.
How do you do?



practice

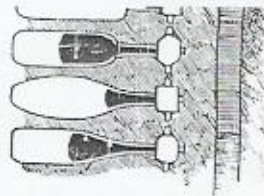
ou're at a formal company party where you don't know some of the guests. Introduce yourself to some of them. Use the outline below.

Student A

- A: It's a nice party, isn't it?
- B:
- A: Let me introduce myself. My name's
- B:
- A: It's very nice to meet you.
- B:
- A: I'm in
- B:

Student B

- A:
- B: Yes, it really is.
- A:
- B: How do you do? I'm
- A:
- B: What department are you in, Mr./Mrs./Miss/Ms.?
- A:
- B: Oh, are you?
do



UNIT 2

We'll have to fill out some forms.

Officer: Can I help you, sir?
Mr. Paine: Yes, I'd like to open a savings account.
Officer: Certainly, sir. We'll have to fill out some forms. Could I have your name, please?
Mr. Paine: It's Paine, John Paine.
Officer: How do you spell your last name, Mr. Paine?
Mr. Paine: It's P-A-I-N-E.
Officer: And where do you live?
Mr. Paine: 2418 Greystone Road.
Officer: Is that in Chicago?
Mr. Paine: Yes, that's right.

Officer: And your zip code?
Mr. Paine: 60602.¹
Officer: What's your telephone number, Mr. Paine?
Mr. Paine: 364-9758.¹
Officer: 364-9758. And your occupation?
Mr. Paine: I'm a salesman.
Officer: I see. What's the name of your employer?
Mr. Paine: I work for IBM.
Officer: Fine. Just a minute, please.
¹ twenty-four eighteen OR two four one eight
¹ six oh six oh two
¹ three six four nine seven five eight

GIVE IT A TRY

F. Names

- ▶ Could I have your name, please?
- ▶ It's Paine, John Paine.
- ▶ And how do you spell your | last name? | first
- ▶ It's | P-A-I-N-E | J-O-H-N.

Practice 1

Role-play with your partner. You are a bank clerk. Ask your partner his/her name and how to spell it.

Practice 2

Do the same with three other classmates.

G. Addresses

- ▶ Where do you live?
- ▶ What's your address?
- ▶ I live at 2418 Greystone Road.
- ▶ Is that in Chicago?
- ▶ Yes, that's right.
- ▶ No, it's in River Grove.

Practice 1

Ask your partner the name of his/her street and how to spell it. Confirm the city.

Practice 2

Ask other classmates.

Practice 3

#1 and 2 together and role-play a bank clerk and a customer. Ask and answer questions about (1) name, (2) spelling, (3) address, (4) city.

H. Telephone numbers

- ▶ What's your telephone number?
- ▶ It's 364-9758.
- ▶ I don't have a phone.

Practice 1

Ask your partner his/her telephone number. Repeat it and write it down.

Practice 2

Ask other classmates their names and telephone numbers. Make a list.

1. Occupations

- ▶ And what's your occupation?
- ▷ I'm a salesman.
- ▶ What's the name of your employer?
- ▷ (I work for) IBM.

Practice 1

You are still a bank clerk. Ask the "customer" his/her occupation and place of employment.

Practice 2

Ask other "customers."

Practice 3

Now put it all together. You are a bank clerk. Your partner is a new customer. He/she wants to open a savings account. Fill in the form below. Start like this:

Clerk: Can I help you, sir/ma'am?

Customer: Yes. I'd like to open a savings account.

Clerk: Certainly. Could I have your name?

Asking personal questions — more politely

| | |
|--|-------------|
| Could I have your name? | address? |
| May I have your telephone number? | occupation? |
| Would you tell me the name of your employer? | |
| Could you tell me the name of your employer? | |

Practice 1

Ask your partner the above questions. Use a different form each time.

Practice 2

Work for the visa section of a U.S. embassy. Your partner is a customer. He/she wants a visa to visit the United States. Fill in the form below. Start like this:

Clerk: May I help you, sir/ma'am?

Customer: Yes. I'd like to get a visa.

Clerk: Yes, sir/ma'am. May I ...

Bank of America, State Street Branch, Chicago, Illinois

SAVINGS ACCOUNT APPLICATION FORM

Name: _____

Address: No. _____ Street _____ (Apt.) _____ City _____ (County) _____ State _____ Zip Code _____

Telephone: _____

Occupation: _____

Employer: _____

VISA APPLICATION FORM

Under U.S. law, you must have a valid passport to apply for a visa. Please fill in the following information:

1. SURNAME OR FAMILY NAMES (Exactly as in Passport)

2. FIRST NAME AND MIDDLE NAME (Exactly as in Passport)

3. OTHER NAMES (Maiden, Religious, Professional, Aliases)

4. DATE OF BIRTH (Day, Month, Year) | 1. PASSPORT NUMBER

5. PLACE OF BIRTH (City, Province, Country) | DATE PASSPORT ISSUED

6. NATIONALITY | DATE PASSPORT EXPIRES

8. HOME ADDRESS (Include apartment no., street, city, province, and postal zone)

9. NAME AND STREET ADDRESS OF PRESENT EMPLOYER OR SCHOOL (Postal box number unacceptable)

10. HOME TELEPHONE NO. | 11. BUSINESS TELEPHONE

Calling information

Dialogue 1

Operator: I'd like to have the telephone number of Mr. John Paine, please.
 Caller: Yes, sir/m'am. How do you spell his last name?
 Operator: It's P-A-I-N-E.
 Caller: Thank you. And could you tell me his address?
 Operator: It's 2418 Greystone Road.
 Caller: The number is 364-9758.
 Operator: 364-9758. Thank you very much.
 Caller: You're welcome. Have a good day.

Dialogue 2

Operator: Look at this side only.
 Caller: Look at this side only.

| | |
|--|----------|
| William Abel 4111 Green St. East Green St. | 867-5307 |
| Thomas Evans 75 Pine Ave. | 903-1433 |
| Alice Moore 119 Woodland Dr. | 566-3008 |
| Dorothy Walker 952 Beach Rd. | 235-9084 |
| Diana Barton 12-C Nevada Lane | 798-5112 |
| James Brighton 5215 Rose Rd. | 654-9358 |
| | 274-7599 |
| | 926-8832 |
| | 789-5430 |
| | 386-7428 |
| | 211-9539 |
| | 287-3952 |
| | 930-4531 |
| | 578-8179 |
| | 567-2134 |

LISTEN TO THIS

1. A man is looking for a new apartment. He is talking to a real estate agent. Listen and fill in the form below.



Sunnyview Rental Agency: 753 18th Avenue
San Francisco, California 94102

RENTAL APPLICATION FORM

Name: _____ Street: _____
 Address: No. _____ City: _____
 (Appt.) _____ Zip Code: _____
 (State) _____
 Telephone: _____
 Occupation: _____
 Employer: _____

Now listen again and check your information.

2. An immigration officer is interviewing a tourist arriving in New York. Listen and fill in the form below.



DISEMBARKATION CARD

Surname: _____
 First name: _____
 Sex: _____
 Date of birth: _____
 Place of birth: _____
 Nationality: _____
 Occupation: _____
 Reason for travel in the U.S.: _____
 Address in the U.S.: _____

Now listen again and check your information.

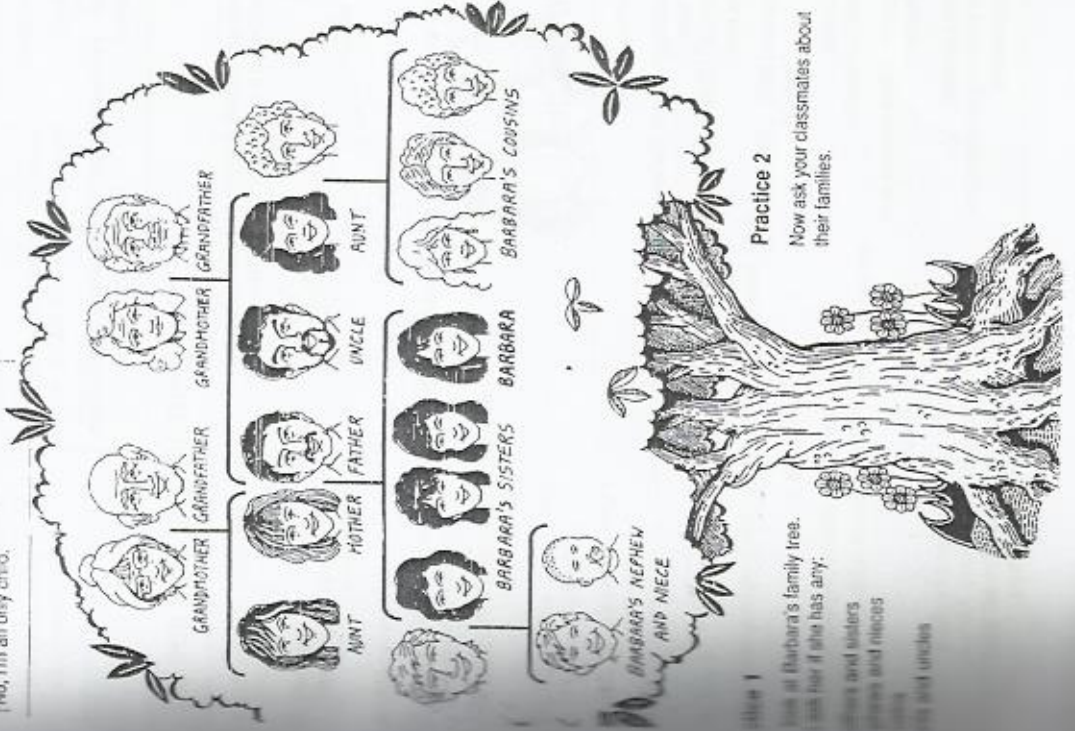
VEITRY

Do you have any brothers or sisters?

Do you have any brothers or sisters?
Have you got

Yeah, I've got three sisters but no brothers and a brother.

No, I'm an only child.



Practice 2

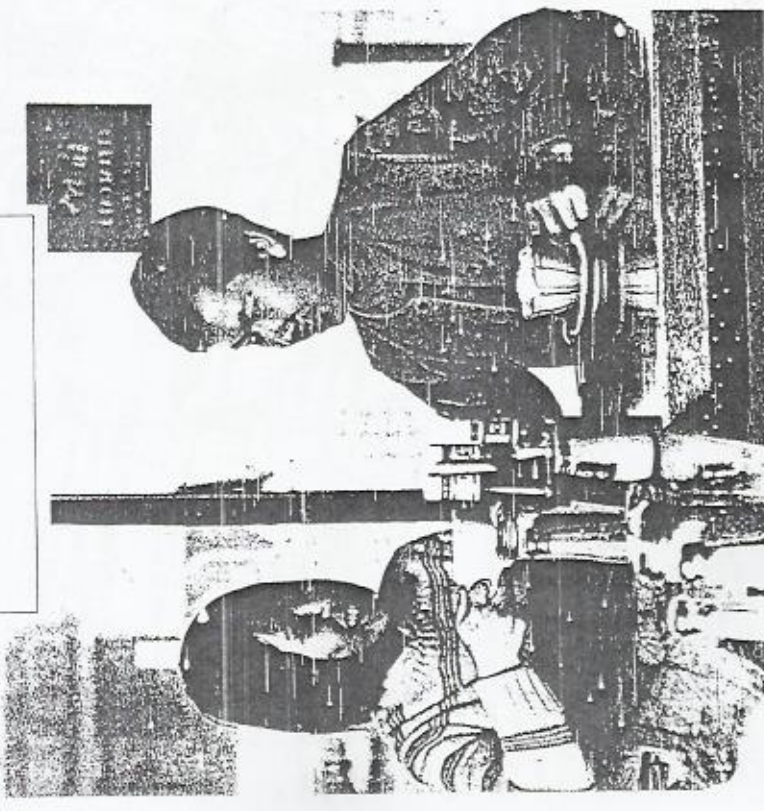
Now ask your classmates about their families.

Figure 1
View of Barbara's family tree.
Ask her if she has any:

- brothers and sisters
- grandparents
- uncles and aunts
- nephews and nieces
- cousins
- nieces and uncles

UNIT 3

So, tell me about your family.



Tom: So, tell me about your family.
Have you got any brothers or sisters?
Barbara: Yeah, I've got three sisters but no brothers.
Tom: Three sisters. How old are they?
Barbara: Well, the oldest is twenty-three, the second oldest is twenty-one, and the youngest is nineteen.
Tom: And what do they do?
Barbara: The oldest one—that's Ellen—is married and has two children, and they keep her pretty busy. Janice, the second oldest, is in college like me. She's studying computer science. And the other one, Candy, is still in high school.
Tom: And what about your dad? What does he do?
Barbara: Oh, he's a lawyer.
Tom: Oh, really? And your mom? Does she work, too?
Barbara: Yeah, she's a journalist. She works for a travel magazine.

How old are they?

Barbara has three sisters.

- ▶ How old are they?
- > The oldest (one) is twenty-three. The second oldest is twenty-one.
My oldest sister and the youngest is nineteen.
the other (one)
- Tom has two brothers.
- ▶ How old are they?
- > The older one is twenty-four, and the younger one is twenty-three.
My older brother the other (one)

actice 1

Imagine you are talking to Barbara. Ask her how many brothers and sisters she has and how old they are. Begin like this: "How many ...?"

actice 2

We do the same with Tom.

actice 3

Ask your classmates how many brothers and sisters they have and how they are.

What do they do?

▶ And what do they do?

- > The oldest (one) is married. The second oldest is in college.
My oldest sister and the youngest is still in high school.
the other (one)
- ▶ What about your dad? What does he do?
How father?
- > Oh, he's a lawyer.
he works for a law firm.
- ▶ And your mom? Does she work, too?
mother?
- > Yeah, she's a journalist.
she works for a travel magazine.
No, she's a housewife.

Practice 1

Ask Barbara what the people in her family do.

Practice 2

Ask your classmates if they have any brothers and sisters. If they do, ask what they do. Then ask about their parents' occupations.

Are you married?

- ▶ Are you married?
- > Yes, I am.
No, I'm single.
divorced.
widowed.
- ▶ What does your wife/husband do?
- > She's a housewife.
He/she works for IBM.

Practice

Ask your classmates if they are married. If they are, ask what their husbands and wives do.

Do you have any children?

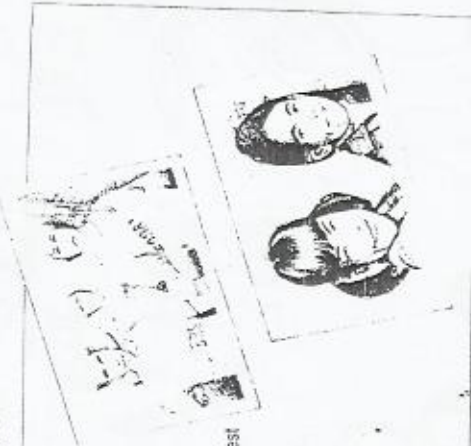
- ▶ Do you have (any) children?
Have you got?
- ▶ No, I don't.
Yes, I've got three boys/sons.
two girls/daughters.
- ▶ And how old are they?
- ▶ The oldest one is ten. The second oldest
My oldest son/boy is eight, and the youngest (one) is seven.
the other (one)
- ▶ The older one is ten,
My older girl/daughter and the younger one is eight.
the other (one)

actice 1

Use the conversation above with a partner. Talk about either picture #1 or #2.

actice 2

Ask your classmates if they have any children. If they do, ask how old they are.



STEN TO THIS

Anne Jacobs is showing a friend pictures of a recent family picnic. Can you see seven of the pictures below, but you will only hear about five of them. Number the pictures 1-5 as Anne talks about each one.



Now listen again and answer these questions:

1. How many children does Anne have all together?
2. How many boys? How many girls?
3. How old are they?
4. What's her husband's name?
5. How old is her father and what does he do?

So, tell me about your family

Getting information about someone's family

- ▶ May I ask _____ how old they are?
Could you tell me _____ what they do?
_____ where he/she goes to school?

Practice 1

You are Natalia Wolinsky, a teenage gymnast who has just won a gold medal in the Olympics. You are being interviewed by a reporter from a local newspaper (your partner). Answer the reporter's questions using information about your own family.

Reporter: Tell me a bit about your family.
Natalia: Do you have any brothers or sisters?
Reporter: Yes. And _____ how old they are?
Natalia: Well, _____

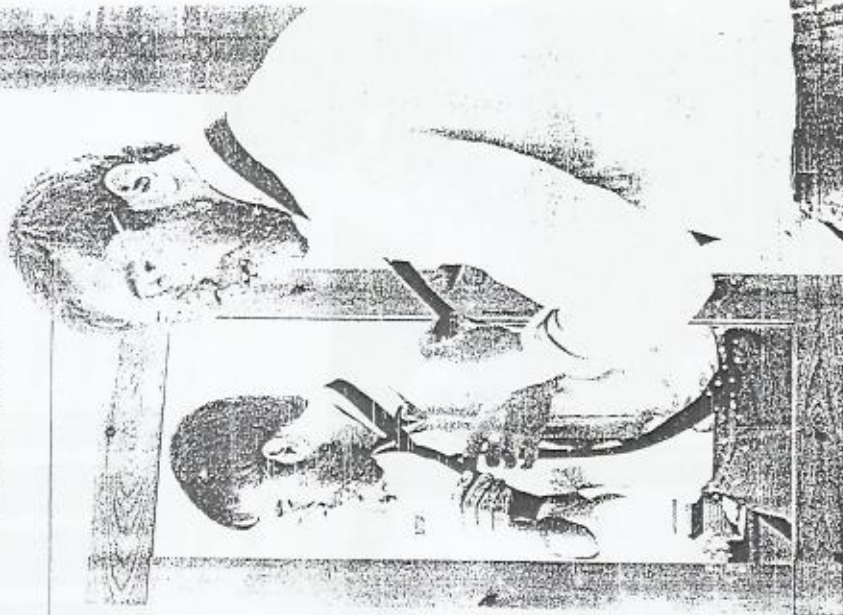
Reporter: And _____ what they do?
Natalia: Well, _____
Reporter: Uh-huh. And _____ what your father does?
Natalia: _____
Reporter: I see. And your mother?
Natalia: _____



Practice 2

Now change roles and do Practice 1 again.

Hurry up.
We're late.

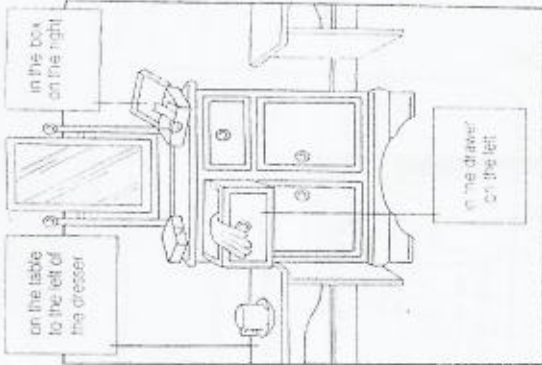
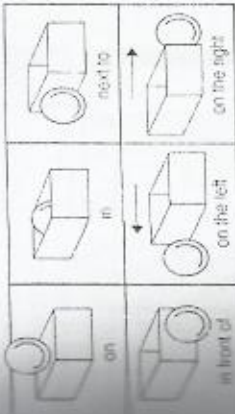


Susan: What are you doing up there?
 Jim: I'm getting dressed.
 Susan: Well, hurry up. We're late already.
 Jim: Oh, OK. Just a minute. By the way, Susan, where are my cuff links?
 Susan: They're on the dresser next to the jewelry box.
 Jim: Oh, yeah. I've got them. Thanks... And do you know where my watch is?
 Susan: Isn't it in the top drawer on the right?
 Jim: No, it's not there.
 Susan: Well, I don't know where it is.
 Jim: What time is it now?
 Susan: It's 6:45.
 Jim: And when does the play start?
 Susan: At 8:00 sharp.
 Jim: All right, I'm coming... Well, what are you waiting for?
 *six forty-five

GIVE IT A TRY

1. Asking where things are

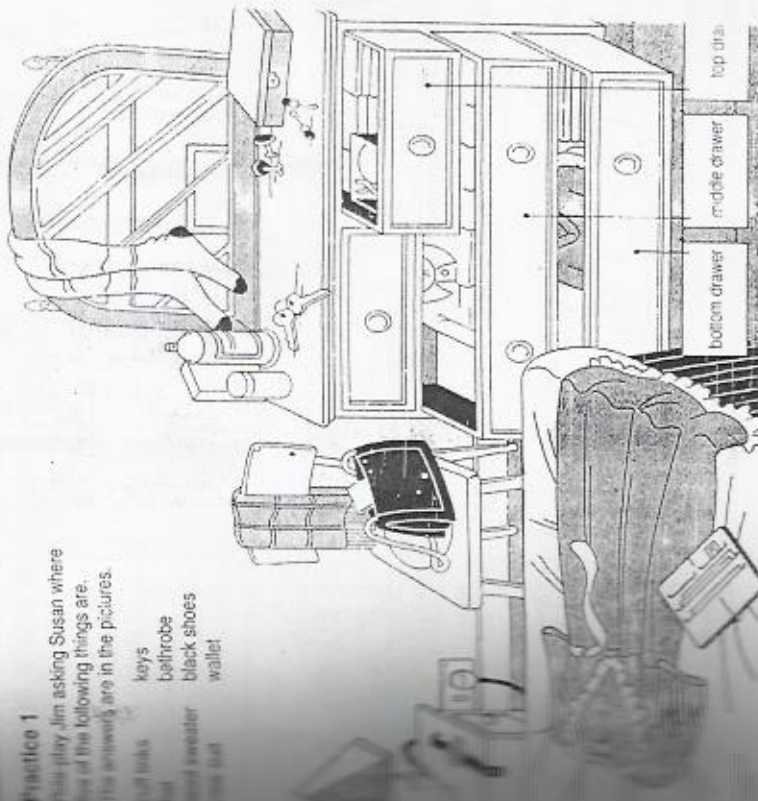
- ▶ Where are my cuff links?
is | hat?
- ▶ They're on the dresser next to the jewelry box.
It's in the closet on the top shelf.



Practice 1

Now play Jim asking Susan where two of the following things are. The answers are in the pictures.

- keys
- bathtub
- black shoes
- wallet



Practice 2

Practice the dialog below with your partner.

Student A

- A: What are you doing there?
- B: I'm getting dressed.
- A: Well, hurry up. We're late already.
- B: OK, OK. Just a minute. By the way, where is my watch?
- A: It's there, _____?
- B: I think it's there, _____?
- A: I think it's there, _____?
- B: I think it's there, _____?

Student B

- A: _____?
- B: I'm getting dressed.
- A: Well, hurry up. We're late already.
- B: OK, OK. Just a minute. By the way, where is my watch?
- A: _____?
- B: Oh, yeah, I've got it! Where do you know where my _____ is?
- A: _____?
- B: Yeah, here it is. _____ Thanks, _____ they are.
- A: _____?
- B: No, it's there, not here.

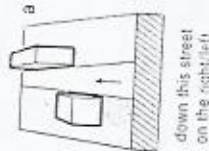
3. Asking where things are—outside

Excuse me. Do you know where the theater is?

Would you tell me?

I'm sorry, I don't know. I'm not sure.

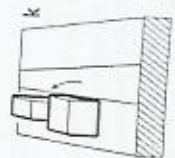
Sorry, it's down this street on the right.



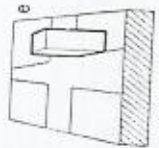
down this street on the right/left



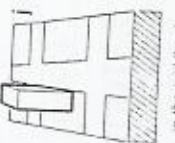
at the end/beginning of the (next) block



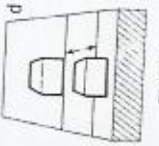
(just) past



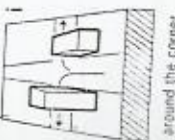
on the corner of _____ and _____ St.



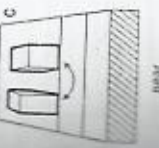
in the middle of the (next) block



opposite



around the corner to the right/left



near not far from

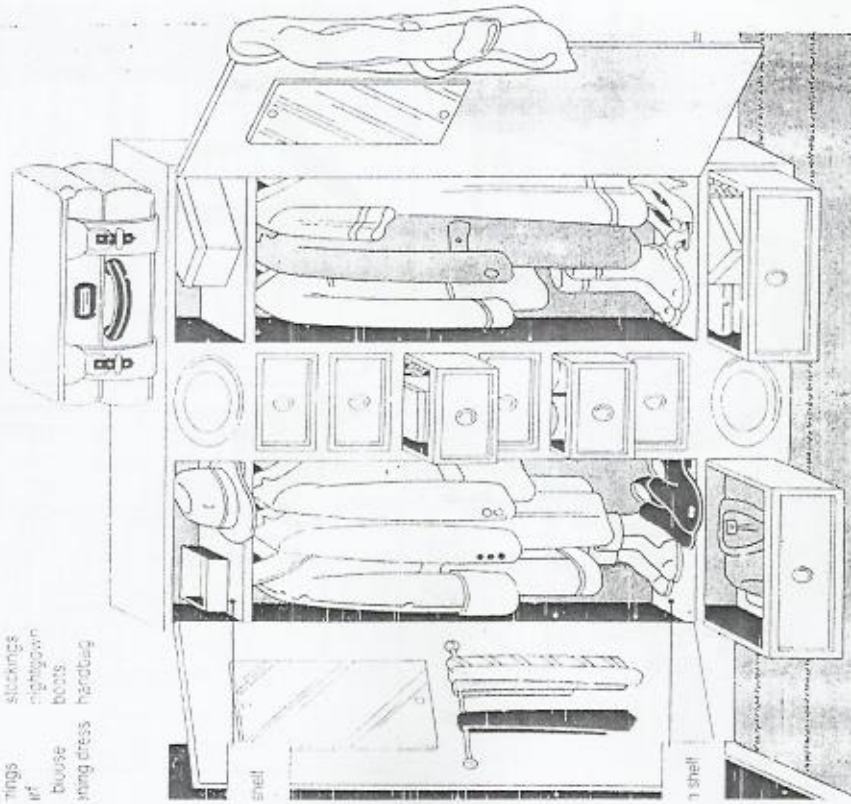


between _____ and _____ streets

Practice 2

Jim asks Susan where some of the things are.

- things
- slippers
- nightgown
- boots
- boose
- ring dress
- handbag



Asking where things are — more politely

- Do you know where my watch is?
- Isn't it in the top drawer on the right?
- I think it's _____.

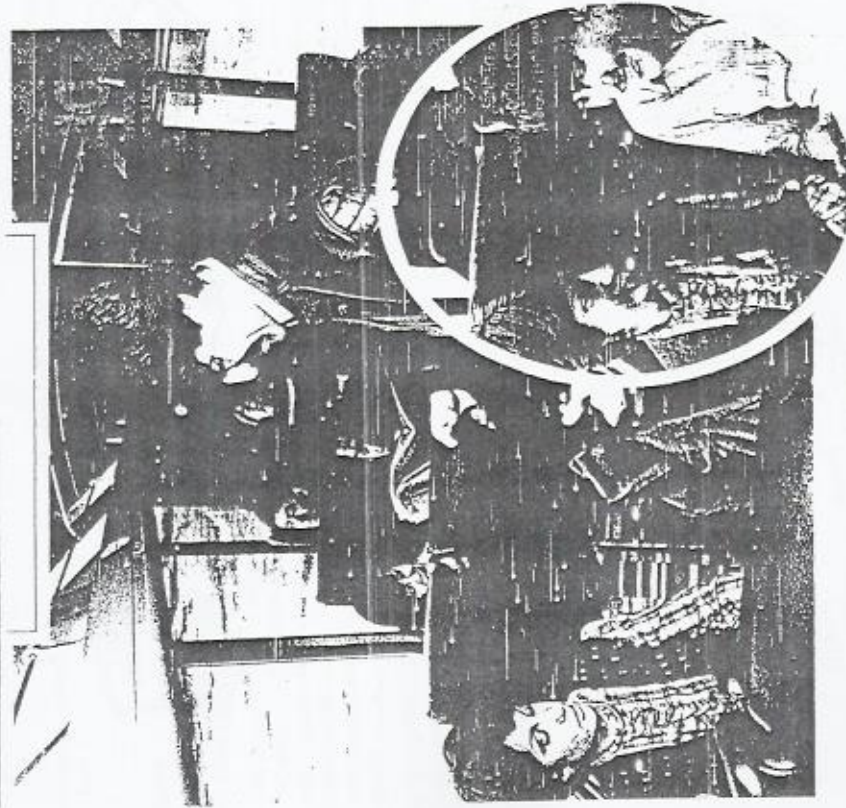
Practice 1

Jim and Susan again. This time use the forms above to ask where various things are.

Variations

UNIT 5

Variations



1. Bob Andrews and Amy Miller are college students. They meet on a bus going to San Francisco. Complete their conversation.

- Bob: Is this seat taken?
 Amy: No, it's not.
 Bob: Thanks. Nice day _____?
 Amy: _____
 Bob: Are you _____ to San Francisco?
 Amy: Yes, that's right. I'm going to visit my folks. They live there.
 Bob: Oh, do they? My brother does too. So your parents live in San Francisco.
 Amy: That's right. What about yours?
 Bob: They live in Chicago. Most of my family does.
 Amy: Oh. Do you have a big family?
 Bob: Well, two brothers and a sister. How about you?
 Amy: I have one sister.
 Bob: So what do you do? Are you a student?
 Amy: Yeah, _____ UCLA.
 Bob: No kidding! So do I. What _____?
 Amy: Music. What _____?
 Bob: I'm in _____ I'm Bob Andrews, _____
 Amy: _____ Amy Miller.

*University of California at Los Angeles

You see a new magazine at the newsstand. It looks very interesting. You decide to subscribe. Fill in the form below.

DISCOVER SAVINGS CERTIFICATE

DISCOVER — the new science magazine from Time Inc. — hereby guarantees that the holder of this certificate is entitled to a discount of 34.05 off the 124.00 cover price of twelve issues of DISCOVER.

Please send me a year (12 monthly issues) of DISCOVER and bill me later for \$3695.

Mr./Ms. _____ Age No. _____

Address _____

City _____ State/Province _____ Zip/Post Code _____

In a partner, role-play a telephone order for Discover. Student B dials 1-877-8200. Student A works in the Subscription Department and fills in the form below.

SUBSCRIPTION FORM

Send to: _____

Name: Mr./Ms. _____

Address: _____

Apt. No. _____ City _____

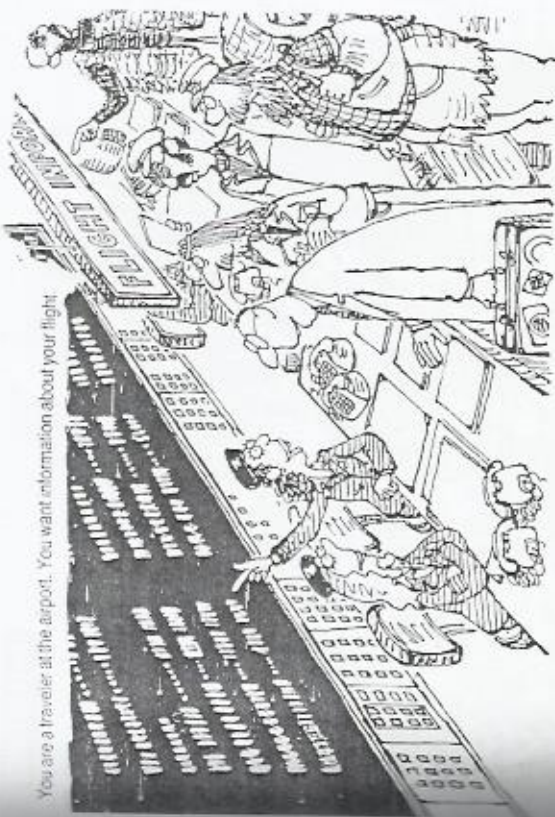
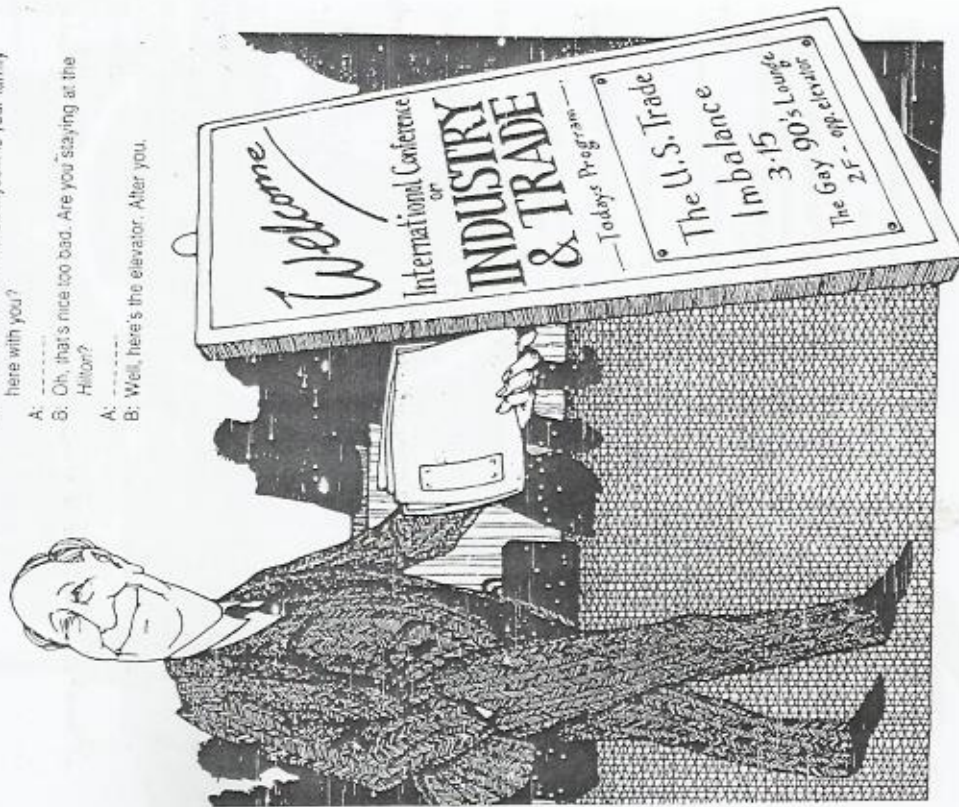
State _____ Zip Code _____

Bob: Hello.
 Subscription Department, Discover Magazine. May I help you?
 Amy: Yes, I'd like to subscribe to Discover.
 Bob: Great. How many issues?
 Amy: I'd like 12.
 Bob: OK. Could you tell me _____?
 Amy: Yes.
 Bob: That's all then. Thank you very much, Mr./Miss/Ms. _____
 Amy: Yes. Thank you. Good-bye.



k. You are a foreign businessman attending an international conference at the Hilton Hotel in San Francisco. You are not sure when today's meeting begins or where it is. Ask somebody for help. (For useful language, review Unit 1.)

- : Excuse me. Could you when ?
- : Yes, of course. It starts in ten minutes at
- : And which room ?
- : It's Actually, I'm going up there now. Would you like to come along?
- : That's very kind of you. Where do you come from?
- I'm
- B: Oh, are you? Let me I'm Donald Anderson.
- A: My name's
- B: Sorry. What was your last name again, please?
- A:
- B: Well, it's very nice to meet you. Who do you work for. Mr. Ms. ?
- A:
- B: I see. I'm at Standard Oil myself. Is your family here with you?
- A:
- B: Oh, that's nice too bad. Are you staying at the Hilton?
- A:
- B: Well, here's the elevator. After you.



You are a traveler at the airport. You want information about your flight.

Student A

Review a flight from this list. Ask your partner when it leaves and when it arrives. Write down the times. Follow this outline:

Excuse me. Could you tell me when the plane for leaves?

It's

At Fine. And when does it arrive in

| | | |
|-----------|-----------------|-------|
| Amsterdam | Pan Am | PAT26 |
| Sydney | Quantas | QUA11 |
| Rio | Variq | VAS38 |
| Frankfurt | Lufthansa | LH635 |
| Paris | Air France | AF942 |
| Tokyo | Japan Air Lines | JAL27 |

Student B

Use the information here to give Student A the information he/she needs. Follow this outline:

A: ?

B: What's the name of the airline, sir/ma'am?

A:

B: Just a moment. Ah, yes. It leaves at

A:

B: It arrives at

| Airline | Flt. | Destination | Dep. | Arr. |
|-----------------|-------|-------------|------------|------------|
| Air France | AF942 | Paris | 7:30 P.M. | 8:35 P.M. |
| Variq | VAS38 | Rio | 11:35 P.M. | 9:25 A.M. |
| Japan Air Lines | JAL27 | Tokyo | 12:40 P.M. | 5:20 P.M. |
| Lufthansa | LH635 | Frankfurt | 8:25 P.M. | 9:50 A.M. |
| Pan Am | PAT26 | Amsterdam | 7:10 P.M. | 10:15 A.M. |
| Quantas | QUA11 | Sydney | 9:00 P.M. | 6:05 A.M. |

GIVE IT A TRY

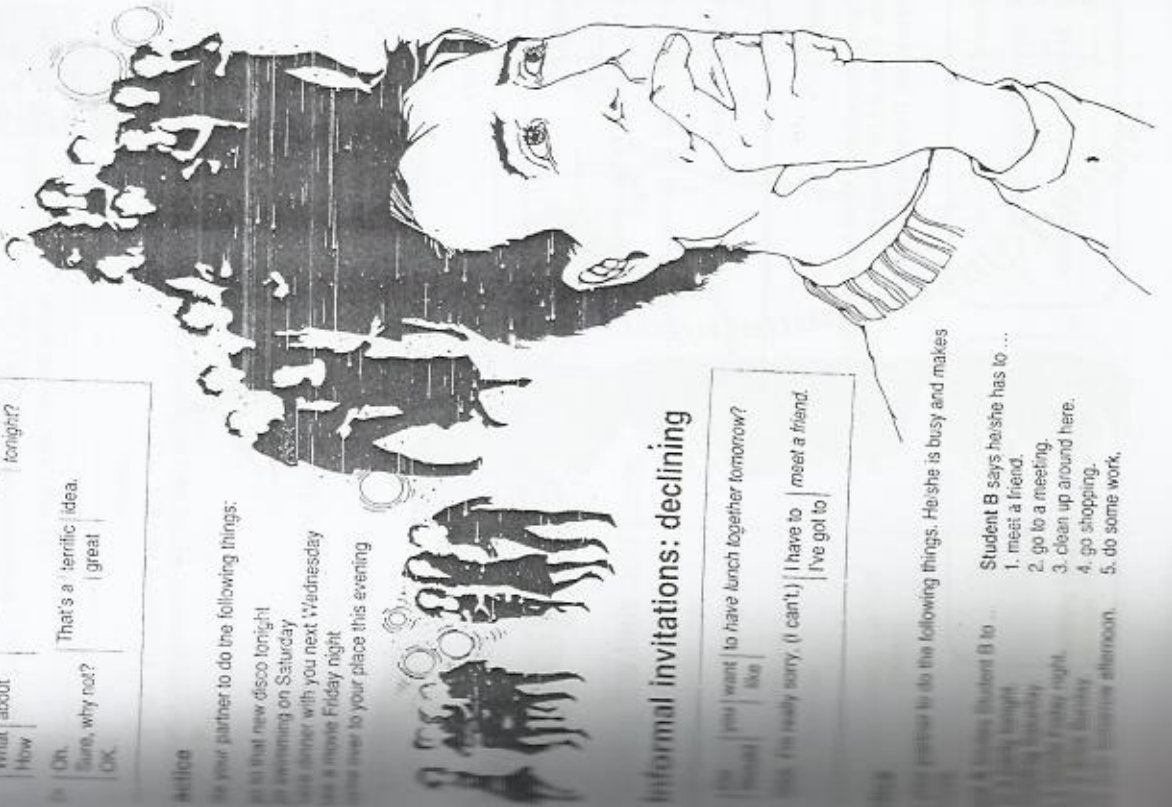
Informal invitations: accepting

- Do you feel like going to that new disco tonight? | Saturday?
- What about |
- How |
- Oh, |
- Sure, why not? |
- OK. |
- That's a terrific idea. |
- great |
- OK.

Artista

As your partner to do the following things:

- go to that new disco tonight
- go swimming on Saturday
- have dinner with you next Wednesday
- see a movie Friday night
- come over to your place this evening



Informal invitations: declining

- I'd love to, but I can't. | I have to | I've got to |
- I'm really sorry. | I can't | I have to | I've got to |
- I've got to |

Artista

As your partner to do the following things. He/she is busy and makes

- Student A invites Student B to ...
- Student B says he/she has to ...
- 1. meet a friend.
- 2. go to a meeting.
- 3. clean up around here.
- 4. go shopping.
- 5. do some work.

UNIT 6

Are you doing anything tonight?



- Susan: Hello.
- Michael: Hi, Susan. It's me, Michael.
- Susan: Oh, hi, Michael. How're you doing?
- Michael: Oh, not bad. Say, are you doing anything Saturday night?
- Susan: No, nothing special. Why?
- Michael: Well, do you feel like going to that new disco?
- Susan: Oh, that's a terrific idea.
- Michael: Great. What about having a pizza first?
- Susan: Sure, why not? Where do you want to meet?
- Michael: Why don't I pick you up at your house?
- Susan: OK. What time?
- Michael: Is seven o'clock OK?
- Susan: Fine. Well, see you at seven.
- Michael: Right. So long for now.
- Susan: Bye.

3. Beginning an invitation

- ▶ Say, are you doing anything Saturday night?
- | | |
|--|---|
| ▶ No, nothing special. Why? not much. | ▶ I'm meeting a friend. Why? |
| ▶ Well, what about going to a party? | ▶ Oh, I was going to invite you to a party. |
| ▶ Oh, that's a great idea. | ▶ Gee, I'm really sorry, I can't go. |

Practice 1

ask your partner if he/she has plans for a certain time. He/she is free, so write further to do something.

Student A

- A: Hello.
B:
A: Oh, hi, ... (name) ... How're you doing?
B:?
A: No, nothing special. Why?
B:?
A: Sure. That's

Student B

- A:
B: Hi, ... (name) ... It's me, ... (name) ...
A:?
B: Oh, not bad. Say, are you doing anything?
A:?
B: Well, how about?
A:

Practice 2

call your partner and ask if he/she is doing anything at a certain time. He/she is busy and can't accept your invitation. The beginning is the same as before. The ending is different.

Student B

- B: Say, are you doing anything?
A:?
B: Oh, I wanted to invite you to dinner.
A:

Student A

- B:?
A: Well, I'm Why?
B:
A: Gee, I'm really sorry, I can't.

Suggesting another time

- ▶ Gee, I'm really sorry, I can't make it.
- | | |
|--|--|
| ▶ OK. Maybe we can do it some other time then. | ▶ Well, how about Friday then? |
| ▶ Yes, I'd really like to. | ▶ Great! That sounds good. I would be fine. |

Practice 1

ask your partner to do something. He/she is busy and can't. Accept the refusal. Start like this: "Are you ...?"

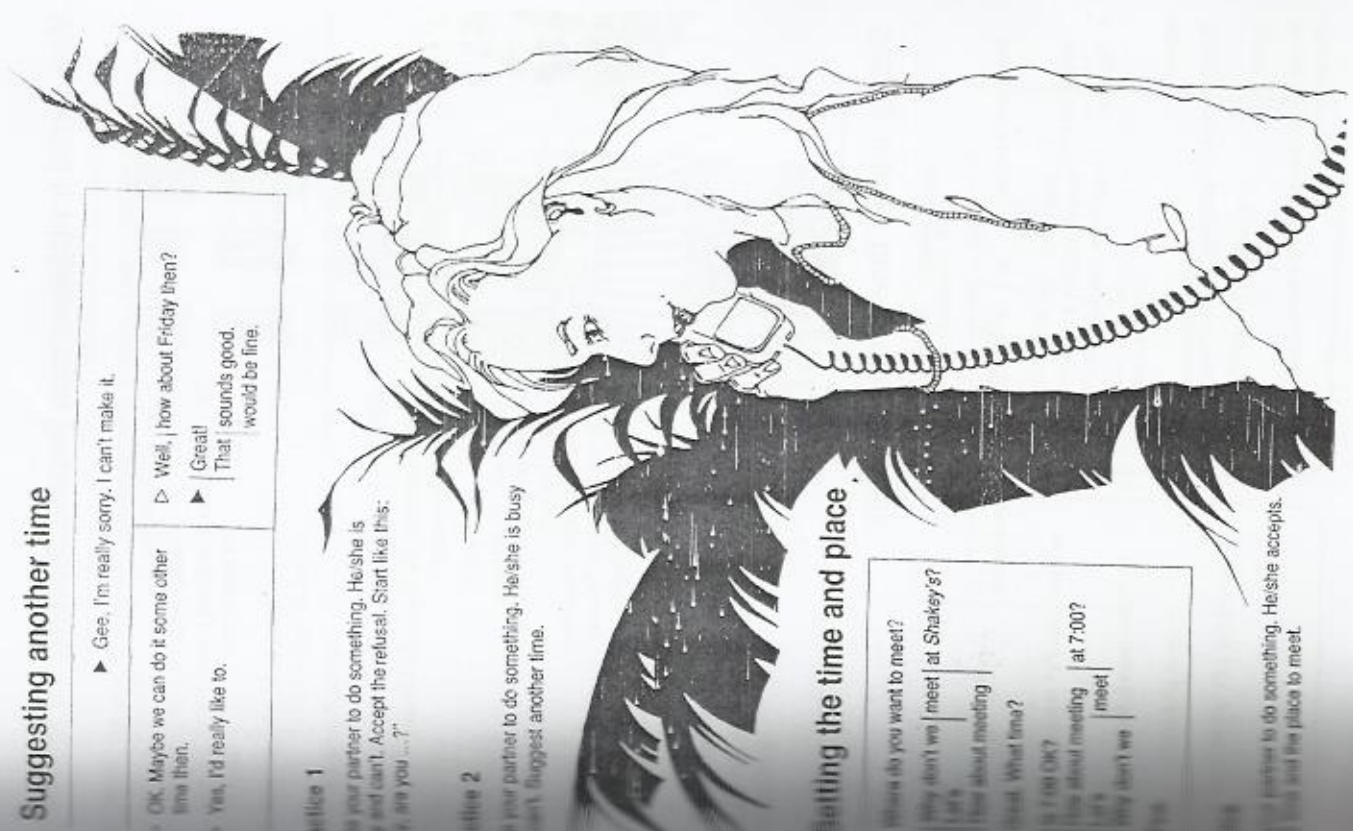
Practice 2

ask your partner to do something. He/she is busy and can't. Suggest another time.

Setting the time and place

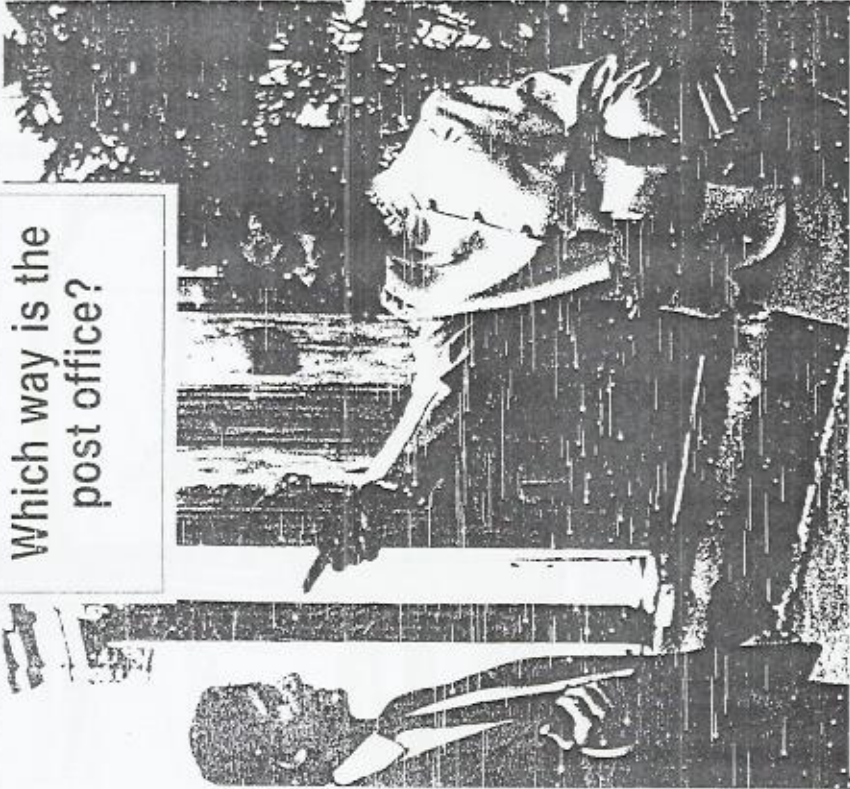
- | | |
|--|--|
| Where do you want to meet? Why don't we meet at Shakey's? Let's How about meeting Great. What time? Let's meet Why don't we Yes | Why don't we meet at Shakey's? Let's How about meeting Great. What time? Let's meet Why don't we Yes |
|--|--|

ask your partner to do something. He/she accepts. He/she suggests the time and the place to meet.



UNIT 7

Which way is the post office?



Larry: Uh, excuse me. I'm trying to find the post office. Can you help me?
 Woman: The post office? Let's see now. Oh, yes. You go straight down this street to the corner. Turn left and go one block until you come to Broadway. Go right on Broadway. It's on the right side of the street just past the grocery store. You can't miss it.
 Larry: I see. Straight to the corner. Left and then right.
 Woman: That's it.
 Larry: Thanks a lot.
 Woman: You're very welcome.

Unit 7

VE IT A TRY

Asking directions: responding negatively

Excuse me. Which way is the post office?
 Pardon me. How do I get to the post office?

Sorry, I'm not sure. I don't know.

Well, thanks anyway.

Practice

Ask for directions to the places below. Your partner is a stranger in town and can't help you.

1. the post office
2. the Plaza Hotel
3. the Bank of America
4. Shakey's (Pizza Parlor)
5. Cro's Nightclub

Asking more politely: responding negatively

Excuse me. Would you know how to get to the post office (from here)?
 Could you tell me where the post office is?

Sorry, I'm not sure where it is. I don't know.

Well, thanks anyway.

Block 1

My partner tells me the way to the streets and I get lost. Use I'm trying to find/ing for. The person can't help you.

Block 2

My partner tells me the way to the streets and I get lost. Use I'm trying to find/ing for. Again, the person can't help you.

- Washington St.
- Taft Rd.
- Garfield Lane
- the Plaza Hotel
- Shakey's
- McDonald's

Asking more politely: responding positively

Excuse me. Could you tell me where the post office is?

Of course. I see now. It's down this street about two blocks.

Thank you very much.

My pleasure.

Giving simple directions

- ▶ (You) go (straight) down this street.
up
- It's the second right.
- on the left next to the drugstore.
- right
- just past
- before
- opposite

Practice 1

Ask directions to three of the following streets. The answers are in the map on the right.

- Beech St.
- Elm St.
- Maple St.
- Pine St.
- Cedar St.

Follow this outline.

Excuse me. How do I get to _____?
 _____? Uh, let me see now.
 It's _____.
 Thanks a lot.
 You're welcome.

Practice 2

Ask directions to the following places:
the library
the movie theater
the police station
Follow the outline below.

Student A

A: Excuse me, could you _____?
 B: The _____? Uh, let me think for a moment.
 A: Thank you very much.
 B: _____

Student B

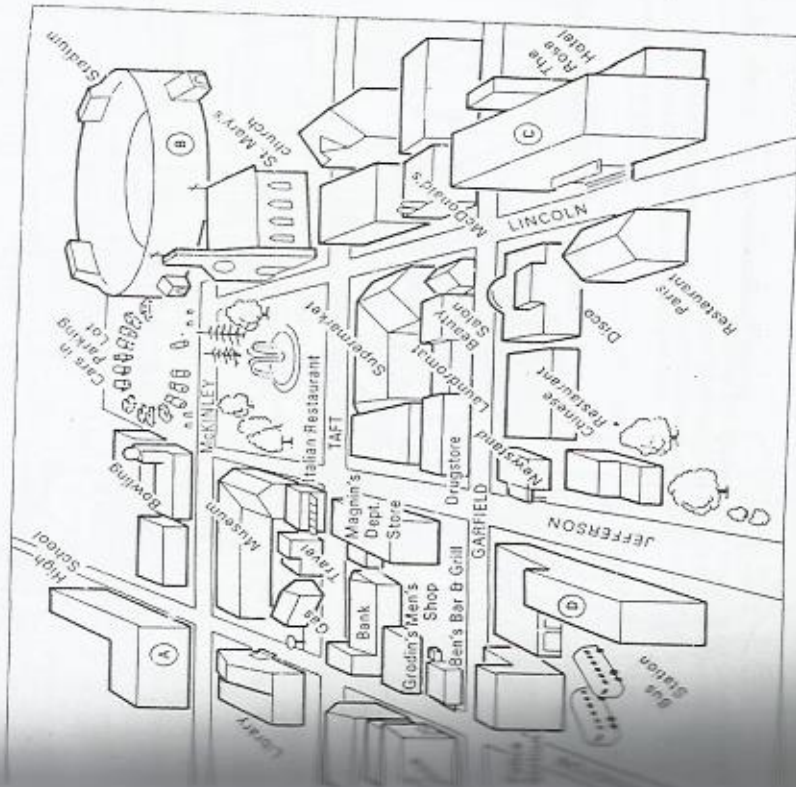
A: _____?
 B: The _____? Uh, let me think for a moment.
 A: Ah, yes. It's _____.
 B: You're very welcome.

Practice 3

Study the map for a minute. Choose one place. Write it down. Then close your books. Ask your partner for directions. He/she should use 1. let me see. / I don't know. OR 2. sorry. I don't know.

Giving longer directions (1)

- ▶ Go (straight) down this street to the end of the block.
Jefferson St. two blocks to McKinley.
- It's on the corner on your left.
in the middle of the block



Practice 3

Student A: You're at point C. Ask for directions to:
 1. St. Mary's church
 2. the park

Practice 4

Student B: You're at point D. Ask for directions to:
 1. the museum
 2. the drugstore

LET'S TRY

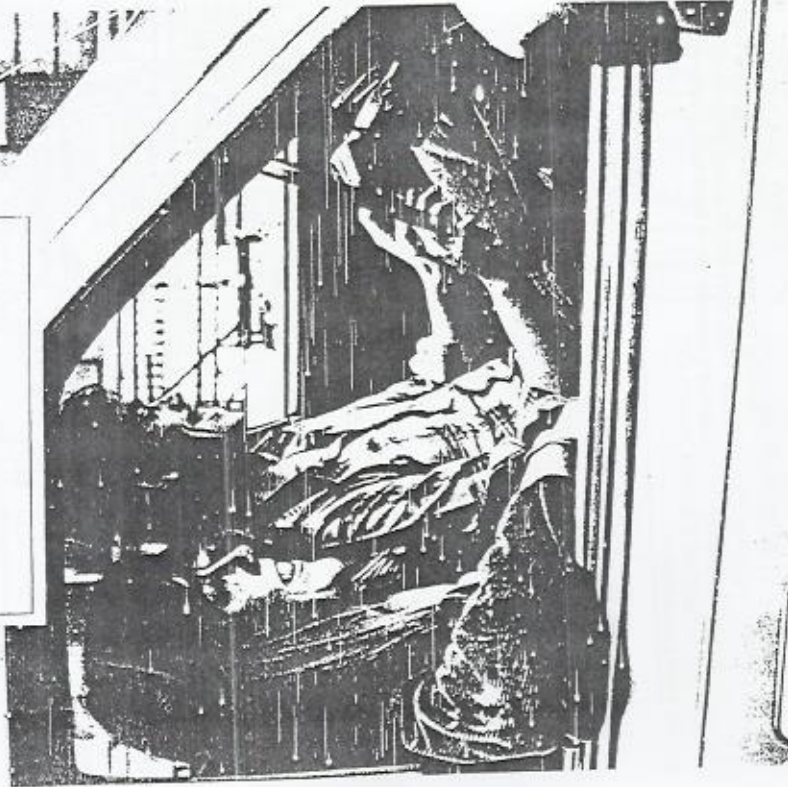
Likes and dislikes (1)

Do you like jazz?
 Barbra Streisand?
 Elton John?
 Simon and Garfunkel?
 Oh, yes. I love it/her/him/them.
 I like it/her/him/them very much.
 I don't know. I've never listened
 to it/her/him/them.

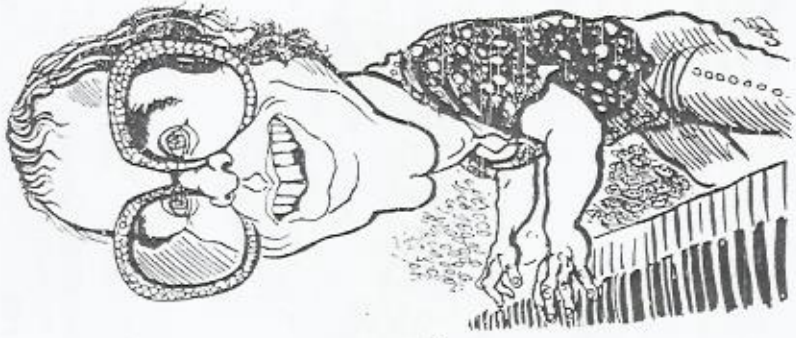
How
 her partner if he/she likes the following things and people:
 4. going to concerts
 5. listening to records
 Elton John
 Simon and Garfunkel

UNIT-8

Do you like jazz?



Cathy: Oh, hey, can you turn that up a little?
 Dick: Sure... Do you like jazz?
 Cathy: Oh, yes, I love it.
 Dick: Really? So do I. What kind of jazz do you like?
 Cathy: Oh, all kinds, but especially fusion.
 Dick: How do you like Dixieland?
 Cathy: It's all right, but I'm not really crazy about it.
 Dick: No, neither am I. I like a mellow sound. What's your favorite band?
 Cathy: Well, I think I like Chuck Mangione best.
 Dick: Me, too. I think he's terrific. Do you like going to concerts?
 Cathy: Sure, but I like listening to records better. I can't stand mobs of pushy people.
 Dick: Yeah, I know what you mean.



Likes and dislikes (2)

| | | |
|---|---|----|
| How do you like What do you think of | Dixieland? | It |
| It's OK. all right. not bad. | ▷ I hate "can't stand" don't like | |

How do you like
What do you think of

Practice 2

Ask all the students to stand up and agree below. First mark your own likes and dislikes with a check (✓). Then ask your partner and mark his/her likes and dislikes with an X.

| | | | | | |
|------------------------|------|----|-------------------------|----------------------|----------------------|
| love/be crazy about | like | OR | not (like) very much | not (like) at all | hate/ can't stand |
| tennis | | | | | |
| watching TV | | | | | |
| dancing | | | | | |
| Robert Redford | | | | | |
| Dionne Warwick | | | | | |
| old movies | | | | | |
| Indian food | | | | | |
| mathematics | | | | | |
| studying English | | | | | |

Practice 3

Work with another classmate. Ask him/her about some of his/her likes and dislikes.

ample:

Does he/she like tennis?
No, not very much.
What about Indian food?
She thinks it's OK.

Agreeing with someone's likes

I'm crazy about baseball.
OR I really like baseball.
> Are you? I am, too.
Really? So am I.
Me, too.
I like it, too.

Do you? I do, too.
So do I.
Me, too.

Practice

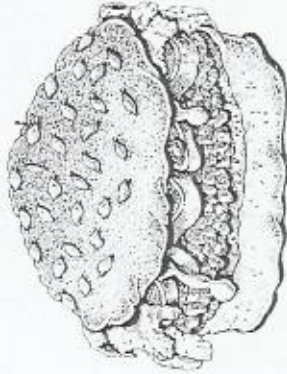
That you're crazy about or that you like the following things and people very much. Your partner will agree.

- baseball
- exercising
- the Rolling Stones
- Frank Sinatra
- opera
- traveling
- the Beatles

Agreeing with someone's dislikes

I don't like hamburgers very much.
OR I hate hamburgers.
can't stand hamburgers.
(Yes) So do I.
I do, too.
I hate them.

(No) neither do I.
I don't either.
I can't either.
neither can I.



Practice

Work with a partner. You don't like five of the following things. Your partner will agree.

- McDonald's hamburgers
- speaking English
- modern art
- camping
- classical music
- Joan Baez
- hiking

Disagreeing with someone's likes

I'm crazy about Ella Fitzgerald.
OR I really like Ella Fitzgerald.
> Are you? I'm not.
Really? I don't like her at all.
Really? I don't like her at all.

Practice

Work with a partner. You like the following things and people very much. Your partner will disagree.

- Ella Fitzgerald
- classical music
- Joan Baez
- hiking

Disagreeing with someone's dislikes

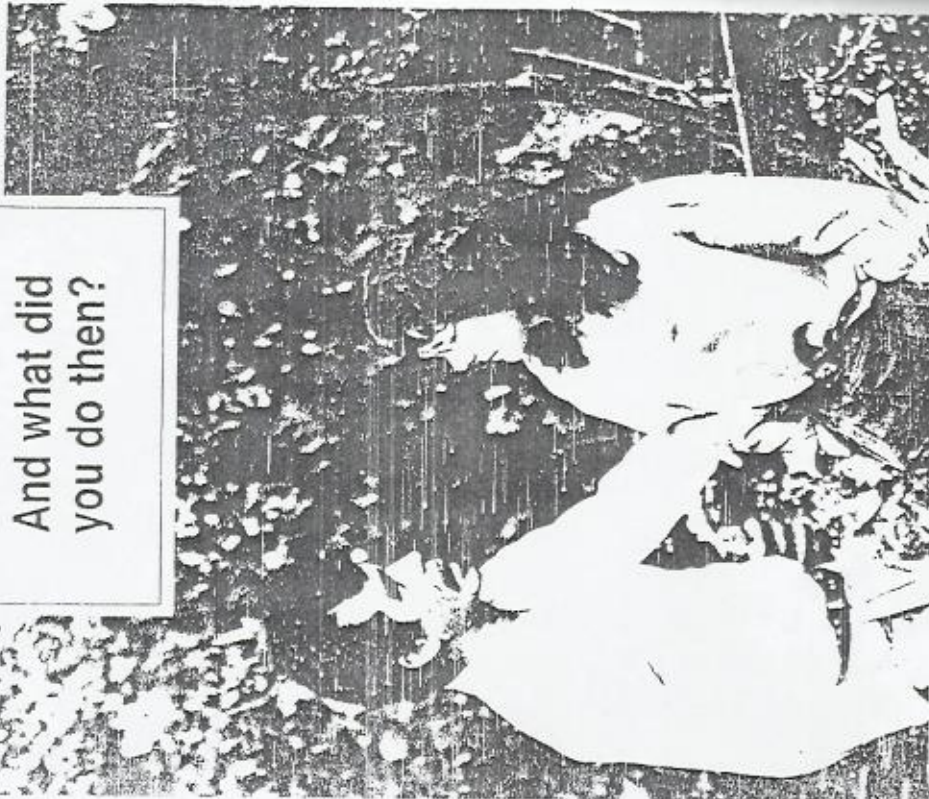
Practice

Say that you don't like some of the following things and people. Your partner will disagree.

- Elvis Presley
- Woody Allen
- dogs
- modern art
- popular music
- Billie Jean King
- swimming
- big cities

UNIT 9

And what did you do then?



Anne: Were you born in Los Angeles?
 Kevin: No, I was born in Chicago, as a matter of fact.
 Anne: Oh, were you?
 Kevin: Yeah, I grew up in the suburbs, in Wilmette, and then I moved out here when I was fourteen.
 Anne: So you went to high school here?
 Kevin: Yeah, that's right. I graduated from Lincoln High.
 Anne: And then you went to college?

Kevin: No, not exactly. First I went to Europe.
 Anne: Oh. To travel?
 Kevin: Well, yes, and I also lived in Munich for a while.
 Anne: When was that?
 Kevin: Let's see now. That was about eleven years ago. Yeah, in 1973.
 Anne: And how long did you stay there?
 Kevin: For almost two years.
 Anne: And what did you do then?

LIVE IT A TRY

Talking about personal history

Practice

You and your partner are Kevin and Anne. Anne asks: Kevin answers. Use the cues below to make your questions and answers. Follow this model:
 Anne's cue: grew up in Chicago
 Kevin's cue: Yes in the suburbs, in Wilmette
 Anne: Did you grow up in Chicago?
 Kevin: Yes, I grew up in the suburbs, in Wilmette

Kevin

1. yes in the suburbs, in Wilmette
2. no Lincoln High in Los Angeles
3. no first Europe
4. yes and also Munich for a while

Clarifying information

Travelled out here when I was fourteen.

So you went to high school here?

Yeah, that's right.

I graduated from Lincoln High.

Did you want to go to college?

No, not exactly. First I went to Europe.

Practice 1

With a partner, role-play Kevin and Anne. Kevin uses his cues to make statements about his life. Anne uses her cues to clarify information. Follow this model:

Kevin's cue: born in Chicago

Anne's cue: grew up there

Kevin: I was born in Chicago.

Anne: So you grew up there?

Kevin: Yeah, that's right. OR Uh-huh.

Anne

1. grew up there
2. moved here
3. went to high school in L.A.
4. traveled around a lot
5. liked it
6. came back

Kevin

I graduated from Lincoln High.

Did you want to go to college?

No, not exactly. First I went to Europe.

So you went to high school here?

Yeah, that's right.

I graduated from Lincoln High.

Did you want to go to college?

No, not exactly. First I went to Europe.

So you went to high school here?

Yeah, that's right.

I graduated from Lincoln High.

Did you want to go to college?

No, not exactly. First I went to Europe.

So you went to high school here?

Yeah, that's right.

Practice 2

Ask your partner about your life. He/she will encourage you to tell more and clarify the information you give. Begin like this:

- ▶ I was born in
- ▶ So you grew up there?
- ▶ Yeah, that's right. "No, not exactly."

3. Being specific

▶ I lived in Munich for a while.

- ▷ Did you? And when was that?
- ▶ That was about eleven years ago, in 1973, when I was nineteen.

Practice 1

Look at the line below. It shows Kevin's life up to now. You and your partner are Kevin and Anne. Kevin will make statements about his life using the cues. Anne will ask when he did the things he talks about. Follow the model:

| | | | | | | | |
|------|----------------------------|---------------------------|--------|--------|-------|-----------------|---------------------------------|
| Age: | 6 | 14 | 18 | 19 | 21 | 25 | 27 |
| | Wilmette Elementary School | Lincoln High School, L.A. | Europe | Munich | UCLA* | USC† Law School | First Job: Smith, Klein & Jones |

Year: 1854 1960 1968 1972 1973 1975 1979 1982 1984
 years ago: 30 24 16 12 11 9 5 2

University of California at Los Angeles
 University of Southern California

Kevin's cues

- Kevin: I began school in Wilmette.
 Anne: Did you? And when was that?
 Kevin: Let's see now. That was in 1960. And then I moved to L.A. and ...
1. began school/Wilmette
 2. moved L.A./started high school
 3. graduated/Lincoln High went to Europe
 4. got apartment in Munich
 5. came back/went to college
 6. finished college/went to law school
 7. graduated/law school got a job

Practice 2

Ask some of the questions again. This time, instead of giving dates, Kevin tells how many years ago he did things.

Example: "That was twelve years ago."

Practice 3

Try it once more. This time, Kevin says how old he was at the time.

Practice 4

Tell your partner about your life. He/she will ask when each event happened. Try to use all of the forms practiced.

length of time

How long did you stay in Munich?
 I stayed there for two years, from 1973 to 1975, between 1973 and 1975.

Alice

Kevin questions about how long he did each of the things below.

- 1. live in Chicago
- 2. go to public school
- 3. go to high school
- 4. go to Europe
- 5. live in Munich
- 6. stay at college
- 7. go to law school

What next?

What did you do after leaving Chicago?
 after you left Chicago?
 after that?
 then?

What did I want to high school in L.A.

Kevin

Kevin asks questions and answers from the cues that follow. You will answer these forms:

What did you do after leaving Chicago?
 after you left high school in L.A.

Kevin

1. go to high school in L.A.
2. travel around Europe for a while
3. go to college
4. go to law school
5. get a job

Use the cues in all four forms presented above. Don't use the cues in the forms in a row.



UNIT 11

And what would you like?



Maria: What are you going to have?
Helen: Just a cheeseburger and french fries. What about you?
Maria: I think I'll have the chef's salad. I guess we're ready to order, then.
Waitress: excuse me, waitress?
Waitress: Yes, ma'am. May I help you?
Maria: Yes, we'd like to order please.
Waitress: Fine. And what would you like?
Helen: I'll have a cheeseburger, medium rare, with french fries.
Maria: Could I have the chef's salad, please?
Waitress: One chef's salad, and a cheeseburger. And what kind of dressing would you like on the salad?
Maria: What kinds do you have?

Waitress: Italian, French, Russian, or oil and vinegar.
Maria: I'd like Russian.
Waitress: Would you care for anything to drink?
Maria: Do you have any iced tea?
Waitress: I'm sorry, we don't.
Maria: Well, I'll have a coffee, then.
Helen: Make that two.
Waitress: Yes, ma'am. Would you like anything else?
Maria: Not right now, thank you. What about you, Helen?
Helen: Could you bring me some sliced tomatoes?
Waitress: One side order of sliced tomatoes. Very good. And shall I bring you your coffee now?
Maria: Yes, please.

UNIT 11

at a restaurant: expressing wants among friends/family

What are you going to have, Helen?

I think I'll have a cheeseburger and french fries.

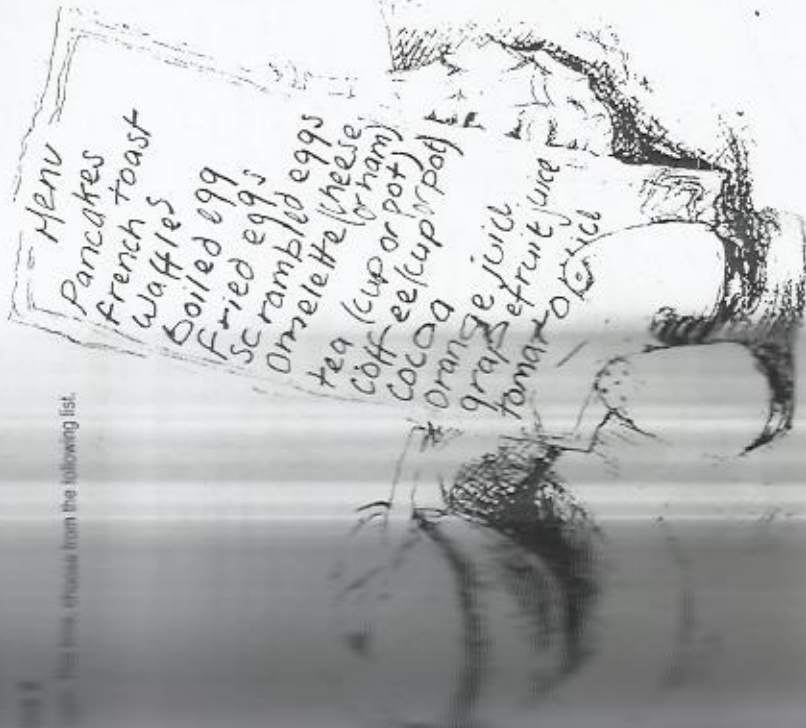
It's restaurant having breakfast with a friend. Ask what he/she is eating and drink. He/she answers using the class below.

What are you going to have, Helen?

I'll have some toast, a cup of coffee and some juice.

What are you going to have, Helen?

I'll have some toast, a cup of coffee and some juice.



2. In a restaurant: speaking to a waiter/waitress

▶ What would you like, ma'am?
I'll have _____, please.
Are you ready to order, sir?
I'll have _____, please.
Could I have _____?
Would you bring me _____?
Could I _____?

Practice

Look at the menu. Choose something and tell the waiter/waitress what you want.

TODAY'S SPECIALS

- Turkey Platter
- Tender Tom turkey served with goblet gravy
- Roast Beef Platter
- Juicy slices of roast beef as you like them
- Meat Loaf Platter
- Just the Mom used to make from 100% ground beef
- Chicken Platter
- And a crisp golden brown

Today's Specials come with your choice of potato (baked, mashed or french fries), salad (with dressing), French blue cheese dressing, and chocolate pudding!

Menu

In a restaurant: specifying wants

▶ What kind of dressing would you like?
I'll have _____, please.
I'd like _____.

Practice 1

Student A
Ask the waiter/waitress. Ask the customer for the following items.

vegetables
dressing for your salad
dessert

Student B
Ask the customer. Choose from the menu on page 77.

Practice 2

Try it again. Put Exercises 2 and 3 together. Begin by calling the waiter/waitress, like this:

A: Excuse me, waiter/waitress!
B: Yes, sir/ma'am. What would you like? Are you ready to order?

In a restaurant: asking about wants

▶ Would you care for anything to drink?
I like _____.

▶ Do you have any iced tea?

▶ Yes, certainly.

▶ Well, I'd like some, please.

Student B (waiter/waitress)
To answer, look at this list.

Menu
Not available today

- iced tea
- Ginger Ale
- Cocoa
- 7-Up coffee
- iced coffee

Student A
Ask for the following drinks. If they are not available, choose something else.

iced coffee
iced tea
ginger ale
cocoa
7-up coffee
iced coffee