First meetings

On business or on holiday?

Introduce yourself Ask questions with be

Listening & Speaking saying hello



1a 1.1)) Listen and read.



b Work with a partner. Say your name.

- 2a 1.2) Listen and note the stress.
 - P Hi, I'm Paul.
 - A Hello. I'm Alisa. Nice to meet you, Paul.
 - P And you.
 - **b** 1.3)) Listen and repeat.
 - c Practise the conversation with a partner. Use your names.
- Work with another partner. Practise the conversation.
 - A Hello, I'm ...
 - **B** *Hi*. *I'm* ...
 - A Nice to ... you, ...
 - **B** *And* ...

Grammar & Listening verb be (I/you)

4 1.4) Listen to three conversations. Tick (✓) the correct box for each person.

0	Name	on business	on holiday	to study
	Paul	\checkmark		
	Havva		\bigcirc	
	Josué			
	Alisa			
	Sunil			
-				
	Julie		\bigcirc	\bigcirc

- 5a 1.5) Listen to Havva and Paul again. Complete the questions and answers.
 - H Are you here on 1_____?
 - P ²_____, I am. And ³_____? Are you here on business?
 - H ⁴ , I'm not. I'm on ⁵ .

GRAMMAR FOCUS verb be (I/vou)

- **b** 1.6)) Listen, check and repeat.
- 6 Complete the Grammar focus box. Use exercise 5 to help you.

CITAIVIIVIAIT I OCOS VCID DC (I/ you)						
Positive (+)						
I	1 (am)	Paul.				
You	're (are)	here on holiday.				
Negative (-)						
I	'm not (am not)	here on holiday.				
You	aren't (are not)	here to study.				
Questions (?)						
2	you	Alisa?				
Short answers						
(+) Yes,	1	3				
(–) No,	1	'm ⁴				

→ Grammar Reference page 116

- 7a Complete the conversation between Sunil (S) and Julie (J).
 - S Hello, I'1_____Sunil.
 - J Hi, I'² Julie.
 - S Nice to meet you, Julie.
 - J And you. 3 you here on holiday?
 - S No, I'4_______. I'5______ here to study. And you? 6______ you on holiday?
 - J Yes, I 7_____.
- **b** 1.7)) Listen and check your answers.
- 8a Put the lines in the correct order to make a conversation.
 - ☐ No, I'm not. I'm here on holiday.
 - ☐ I'm Paul. Nice to meet you, Julie.
 - And you. Are you here on business, Paul?
 - 1 Hi, I'm Julie.
 - Yes, I am. And you? Are you here on business?
- **b** Work with a partner. Practise the conversation in exercise **8a**.
- 9 Work with a partner. Take turns to introduce yourself. Use the prompts to help you.
 - A Hello, ...
 - B Hi, ...
 - A Nice to meet you, ...
 - B You too. ... here on business / on holiday / to study?
 - A Yes, ... / No, ... And you?
 - B I'm here ...

LISTENING SKILLS recognizing questions



The word order helps you to recognize statements and questions.

Statement: *You are* on holiday. Question: *Are you* on holiday?

- 1 Are these statements or questions? Add a full stop (.) to the statements and a question mark (?) to the questions.
 - 1 Hello. Are you Angela
 - 2 You're here on business
 - 3 Are you here to study
 - 4 I am here on business
 - 5 Are you on holiday
- 2a 1.8) Listen. Are they statements (S) or questions (Q)?
- **b** Compare your answers with a partner.

1.2 Where are you from?

GOALS ■ Say countries and numbers 1–10 ■ Talk about where you're from

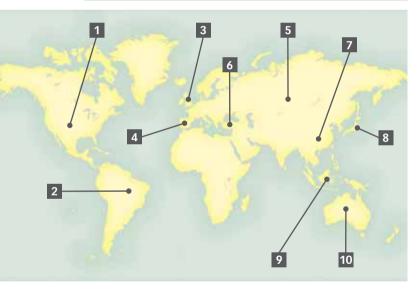
Vocabulary numbers 1-10, countries

1a 1.9) Listen to the numbers. Write the correct number next to each word.

two	eight
five	six
four	nine
one <u>1</u>	ten
three	seven

- **b** 1.9) Listen again and repeat the numbers.
- 2a Match the countries in the box to numbers 1–10 on the map.

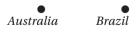
Australia	10 Braz	il China	Indonesia	Japan
Russia	Spain	Turkey	the UK th	e USA



b 1.10)) Listen and check your answers.

PRONUNCIATION saying names of countries

3a 1.11) Listen and mark the stress on the countries in exercise 2.



- **b** 1.11)) Listen again and repeat.
- Work with a partner. Look at the map again. Student A, say a number. Student B, say the name of the country.

5a Work with a partner. Look at the map in exercise **2** again. Complete the chart with the countries on the map.

Country	Population
1 <u>China</u>	~ 1,400,000,000
2	~ 320,000,000
3	~ 255,000,000
4	~ 205,000,000
5	~ 147,000,000
6	~ 127,000,000
7	~ 78,000,000
8	~ 65,000,000
9	~ 46,000,000
10	~ 24,000,000

- **b** Work in small groups. Compare answers. *I think number one is China.*
- c 1.12) Listen and check your answers.

Grammar & Speaking verb be (we/you)

6a 1.13)) Listen and read.



- b 1.14)) Listen and repeat.
- c Work with a partner. Practise the conversation in exercise 6a.



Name: Alisa Country: 1 Russia / the USA City: ² Moscow / St Petersburg City: ⁴ Aberdeen / London



Name: Paul Country: 3 the UK / the USA



- **b** Match questions 1-4 from the listening to answers a-d.
 - 1 Where are you from, Alisa?
- a No, we aren't.
- 2 And you, Paul?
- b We're from Perth.
- 3 Where in Australia?
- c I'm from Russia.
- 4 Are you from Sydney?
- d I'm from Aberdeen.
- 1.16)) Listen and check your answers.
- Complete the Grammar focus box. Use exercise 7 to help you.

ositive	(+)			
We	1(a	re)	from China.	
You	're (are)		from the USA.	
Negative (-)				
We	2(a	² (are not) from China.		
You	aren't (are not	aren't (are not)		
Questio	ns (?)			
Where	3	you	from?	
	Are	you	from Brazil?	
Short a	iswers			
(+) Yes,	we	are.		
(–) No,	we	4	(are not).	

9a Work with a partner. Complete the conversation with information about you.

11

A	Where 1		2	from?	
В	3	from 4_		.•	
A	Where in 5		_?		
В	6	from 7_		. And you?	
Α	8	from 9		in ¹⁰	

- **b** Compare your answers with another pair.
- Work with a partner. Practise the conversation in exercise 9a with different countries/cities. Student A, turn to page 106. Student B, turn to page 111.

READING SKILLS recognizing proper nouns

The names of people and places are proper nouns. They have a capital letter, e.g. Jane, England, Paris.

- Find the proper nouns in sentences 1-5.
 - 1 Hello, I'm Carlos.
 - 2 Where are you from, Rashid?
 - 3 I'm from Canada.
 - We're from Chennai in India.
 - 5 Dave and Patsy are on holiday in Mauritius.
- Work with a partner. Put the proper nouns in exercise 1 in the correct place in the table.

Person	Country	City
Carlos		

Read the text. Answer the questions.

'I'm Jacqui. I'm from Boston. I'm not from the USA. I'm from Boston in the UK.'

'And I'm Kevin. I'm from Guelph in Canada. Jacqui and I are on holiday in Nicaragua. We are in a hotel in Granada.'

- 1 Who are the two people?
- 2 Where are they from?
- 3 Where are they now?



How do you spell that?

GOALS Say the alphabet Use question words

Vocabulary the alphabet

1.17) Listen and repeat the letters of the alphabet.

VOCABULARY FOCUS the alphabet

Aa Bb Cc Dd Ee Ff Gq Hh li Ji Kk LI Mm Nn Oo Pp Qa Rr Ss Tt Uu Vv Ww Xx Yv Zz

C =capital C

tt =double t

PRONUNCIATION the alphabet

1.18)) All the letters of the English alphabet have one of these seven sounds:

/eɪ/ – eight /iː/ – three

/e/ – ten /aɪ/ – five /<mark>อบ</mark>/ – no /jux/ - you /ax/ - are

You can learn the letters of the alphabet in these sound groups.

2a 1.19) Listen to the alphabet again. Write the letters in the correct place in the table.

/eɪ/	/iː/	/e/	/aɪ/	/əʊ/	/juː/	/aː/
A	B	F	I	0	Q	R

- **b** 1.20)) Listen, check and repeat.
- 3a 1.21) Listen and circle the correct letter.

1 j/g

6 y/j

2 e/i

7 i/y

3 f/v 4 c/s 8 q/k

9 a/h

5 a/r

10 o/u

b Work with a partner. Say the letters.

HR TV FAQ IMF ASAP WHO

- Work with a partner. Write the letters you hear. Student A, turn to page 106. Student B, turn to page 111.
- 1.22) Listen and circle the correct name.
 - 1 Elena / Elinor
 - 2 Jackie / Jacqui
 - 3 George / Jorge
 - 4 Paula / Paola
 - 5 John / Joan
- 1.23) Listen to four conversations. Write the names.

- 7a 1.24) Listen, read and repeat conversation 4.
 - A What's your name?
 - B My name's Roger.
 - A How do you spell that?
 - B R-O-G-E-R.
 - A R-O-G-E-R?
 - B Yes, that's right.
- b Talk to other students. Practise the conversation in exercise 7a. Use your names.



Grammar & Listening question words

8a Complete the questions with the correct question word.

What (x2) Where (x2) How A _____'s your name? 1 Name: **B** Osvaldo Aguilar. 2 Spelling: A ______ do you spell that? **B** A-G-U-I-L-A-R. ____ are you from? 3 Country: A **B** Spain. A ______ in Spain? 4 City: **B** Barcelona. 's your phone number? 5 Number: A **B** 00 34 735 994 6810. 0 - **oh**

0 – **oh** 88 – **double** eight

Compare your answers with a partner.

9 Look at the questions in exercise 8 again. Match question words 1-3 to answers a-c in the Grammar focus box.

GRAMMAR FOCUS question words Wh- questions start with a question word. 1 What? a K-A-E-L-A-N 2 Where? b Kaelan, 00 40 745 6597752 3 How? c Japan, Paris → Grammar Reference page 117

10a Match beginnings 1-5 to endings a-e.

1 What's a phone number?
2 Where are b you from?
3 Where in c you spell that?
4 How do d your name?
5 What's your e Italy?

b Compare your answers with a partner. Ask and answer the questions. Use your own information.





11a 1.25) Listen to two conversations. Complete the form.

First name:	Havva	Josué
Last name:		
Country:		
Phone number:		

b		?6)) Listen to tl e sentences.	ne first conve	rsation again and comp	lete
			you	for the GHQ	
	В	Yes, ²			
		3yo			
	В	My 4	<mark>(name)</mark> .		
	A	5 de	o you spell th	at?	
	В	(letters of r	name).		
	A	Where 6		from?	
	В	7	<mark>(</mark>	country).	
	A	And 8	your phon	e number?	
	В	It's (numbe	er).		
	A	Thanks. Have	e a 9	_ day.	

12 Work with a partner. Practise the conversation in exercise 11b.

1.4 Speaking and writing

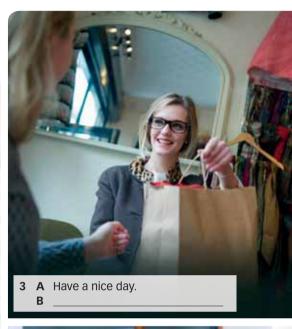
GOALS Say hello and goodbye Fill in a form

Listening & Speaking hello and goodbye

1.27) Look at the photos and listen. Are the people saying *hello* or *goodbye*?







- 2a Complete conversations 1-4 with phrases a-d.
 - a Goodbye.
 - b Good morning.
 - c Thanks. You, too.
 - d Fine, thanks. And you?
- b 1.27) Listen again, check and repeat.
- **c** Work with a partner. Practise the conversations.
- Work with a partner. Practise saying *hello* and *goodbye*. Use the Language for speaking box to help you.

LANGUAGE FOR SPEAKING hello and goodbye

Hello Hi./Hello. Good morning./Morning. How are you? Fine, thanks. And you? Great, thanks.

Goodbye Have a nice day. Thanks. You too. Goodbye./Bye. Bye. See you later. 4a 1.28) Read the *Understanding* ... box and listen to the examples.

A Bye. See you later.

UNDERSTANDING hellos and goodbyes				
Learn these short responses so you can reply quickly.				
Hear Say				
Hello./Good morning.	Hello./Hi./Morning.			
How are you?	Fine. And you?			
Have a good/nice day.	Thanks. Bye.			
Goodbye./See you later. Bye.				

b 1.29 \(\) Close your books. Listen and reply quickly.

1.4

Reading & Writing filling in a form

Read the information and complete the registration card.



6a <u>Underline</u> the CAPITAL letters in the information about Josie in exercise 5.

b Read the Language for writing box. Match the CAPITAL letters in the information about Josie in exercise 5 to categories 1-6 in the box.

LANGUAGE FOR WRITING checking capital letters					
Use	Use capital letters for				
1	a name	H avva Y ilmaz			
2	a city	London			
3	a country	C hina			
4	1	I am from Poland.			
5	the first word in a sentence	W e are on holiday.			
6	names of roads and streets	8 P ark R oad			

c Compare your answers with a partner.

7a Correct five mistakes in the registration card.



- **b** Compare your answers with a partner.
- 8a Write your own registration card.

➢ HOTEL REGISTRATION CARD
First name
Last name
Country
Home address
Reason for visit
Signature

b Work with a partner. Swap cards and check the CAPITAL letters.

1.5 Video

At the hotel

Work with a partner. Look at the photos. Which of these things do you see in them?

breakfast conference room credit card guest receptionist registration card restaurant room key

- Watch the video and circle the correct option.
 - 1 Leila is from *Hong Kong / London*.
 - 2 The hotel is in *Hong Kong / London*.
 - 3 Richard is from the USA / England.
 - 4 Richard is on holiday / on business.
 - 5 Fabienne is from France / Canada.
 - 6 Fabienne is on holiday / on business.
 - 7 Breakfast is in the *conference room / restaurant*.
- Watch the video again and complete the registration cards.

First name	Richard
Last name	1
Address	11 Stanley ²
	Tunbridge Wells
	England
Number of nights	3

First name	Fabienne
Last name	4
Address	12 rue Pasteur
	Bordeaux
	5
Number of nights	6

- 4a TASK Work with a partner. Who says these things? Is it the receptionist (R) or the guest (G)?
 - Is check-in here?
 - I'm here on holiday.
 - Are you here on business? See you later.
 - What's your address?

 - Here's my credit card. Where's breakfast?
 - Here's your room key.
- The restaurant is over there.
- What's your name?
- I'm from France.
- How do you spell that?
- Sign here, please.
- · How are you?
- b Take turns to be a receptionist and a guest. Act out a conversation in a hotel. Use the questions and answers in exercise 4a to help you.







Review

- 1a Put the words in the correct order to complete the conversation.
 - A Gary / I'm / Hello, .
 - B Hi, / Sally / I'm.
 - A meet / to / Nice / Sally / you, .
 - B too / You,.

holiday, / here / you / on / Are?

- A not. / No, / I'm / on / here / I'm / business. you / And?
- **B** study / I'm / to / here.
- b 1.30) Listen and check your answers.
- **2a** Write the missing words to complete the questions.
 - __ your name?
 - **B** Gary.
 - ___ do you spell that? 2 A ____
 - **B** G-A-R-Y.
 - 3 A Where are you _____, Gary?
 - **B** Canada.
 - 4 A Where Canada?
 - **B** Toronto.
 - 5 A ______ you here on business?
 - B Yes, I am.
 - 6 A What's phone number?
 - **B** 001 289 463 55788.
- **b** Work with a partner. Ask and answer questions to complete the hotel registration card. Use your own information.

HOTEL REGISTRATION CARD			
First name			
Last name			
Country			
Home address			
Reason for visit			
Signature			

- 3a Correct the <u>underlined</u> words.
 - A You are from Japan?
 - B No, we not from Japan. We am from China. And you?
 - A I from Russia.
 - B Am you here on holiday?
 - A Yes, I'm.
- b Compare your answers with a partner. Practise the conversation using your own information.
- Write the correct letters to make countries.
 - 1 __ P A __ N
- 4 __U_SI__
- 2 ___RK_Y 5 __HIN__ 3 __RA__L 6 ___D__I
- 6 __ _ D __ N E __ I A
- 1.31) Listen and write the names or numbers you hear.

L	
2	

- Put eleven CAPITAL letters in the correct places.



- 7a Match phrases 1-6 to answers a-f.
 - 1 Nice to meet you.
- a Thanks. You, too.
- 2 How are you?
- b Bye. See you later.
- 3 Have a nice day.
- c Me, too.
- 4 I'm here on holiday. 5 Morning, Bill.
- d Good morning. e And you.
- 6 Goodbye.
- f Fine, thanks. And you?
- b Work with a partner. Take turns to say the phrases in exercise 7a and give the answers.

Grammar reference

1.1 Verb be (I/you)

GR1.1)) 1 I'm Helena. 2 I'm not here on holiday. 3 A Are you here to study? B Yes, I am. Positive (+) m Mario. 1 am here on business. 're Laura. You are here to study. Negative (-) Lee. 'n am here on holiday. not 're Mila. You are here to study. Yes/No questions (?) **Short answers** Yes, I am. here to study? Are you No, I'm not. Mario? No, I am not.

We use the verb be ...

- to say our name, e.g. I'm Sara.
- with here, e.g. I'm here on holiday. I'm not here to study.

Contractions

(+) I am = I'm (-) I am not = I'm not you are = you're you are not = you're not/you aren't

But: Yes, I am. NOT Yes, I'm.

We use a capital letter for I.

Hi, I'm Jean. NOT Hi, i'm Jean.

- 1 Rewrite the sentences with contractions.
 - 1 I am Demir.
 2 I am here on holiday
 3 You are here to study.
 4 You are not here on holiday.

2 Rewrite the sentences to make them negative.

1	I'm Seunghee.	<u>I'm not Seunghee.</u>
2	I'm here on business.	
3	You're here on holiday.	
4	You're Saud.	

Put the words in the correct order to make sentences and questions.

1	Ahmed / I'm / Hi, .	Hi, I'm Ahmed.
2	you / Are / Serina ?	
3	on / here / I'm / holiday .	
4	you / to / Are / here / study?	
	I / Yes, / am .	

4 Complete the conversation with *am* or *are*. Use contractions where possible.

Peter	Hi, I ¹ <u>'m</u>	Peter. 2	you l	Karina?
Karina	Yes, I ³	Yes, I ³ Nice to meet you.		
	4	you here o	n business	?
Peter	No, I ⁵	not.]	6	here to
	study. 7	you	here on bu	ısiness?
Karina	No, I 8	here	on holiday.	
Peter	Oh, that's	nice.		

1.2 Verb be (we/you)

	from Delh			
	2 We're not from Angola.3 A Are you from Spain? B Yes, we are.			
Positive	(+)			
We/You	're are		from Russia. here to study.	
Negative (–)				
We/You	're are	not	from Tokyo. here on business.	
Yes/No questions (?)		Short answers		
Are		you from Brazil?	Yes, we are .	
	you		No, we aren't . No, we are not .	

We use the verb to be to talk about where we are from. I'm from Madrid. We're from Dubai.

Contractions

2

- (+) we **are** = we'**re** you are = you're
- (-) we are not = we're not/we aren't you are not = you're not/you aren't

But: Yes, we are. NOT Yes, we're.

Complete the sentences and questions. Use contractions where possible.

1	Brazil (1) <u>I'm from Brazil</u>	
2	Russia (X) We	
3		
	B No, we	
4	Japan (X) A	?
	B No, I	
5	China (✓) A	?
	B Yes, I	
6	the UK (🗸) A	?
-	B Yes, we	
	2 100, 110	
Co	omplete the conversations.	
1	Spain/Valencia	
	A Are you from Spain	
	B Yes, I am	
	A Where in Spain	
	B Valencia	
2	Indonesia/Bandung	
	Α	3
	В	
	A	
	В	
3		
	Α	3
	В	
	Α	

1.3 Question words

GR1.3))

1 A What's your phone number?

B It's 020 7946 0443.

2 A Where are you from?

B Bangalore.

3 A How do you spell your name?

B E-M-E-L.

- We use different guestion words for different types of information.
 - What to ask about things and people, e.g. What's your name?
 - Where to ask about a place, e.g. Where are you from?
 - How to ask about the way we do something, e.g. How do you spell your name?
- To make Wh- questions with to be we use ...

Question word + is/are + subject?

What is your name? Where are you from?

Contractions

What **is** = What's What are NOT What're Where **is** = Where's Where are NOT Where're

- Match questions 1-6 to answers a-f.
 - 1 What's your name?
 - 2 How do you spell your last name?
 - 3 Where are you from?

 - 4 Where in Australia?
 - 5 What's your phone number?
 - 6 Are you here to study?
 - a Australia.
 - b 0061 475 524 6692.
 - c Perth.
 - d No, I'm here on business.
 - e Martin Rost.
 - f R-O-S-T.
- Complete the conversation with Where, How, What and Are.
 - A Hi, My name's André. 1 What's your name?
 - **B** I'm Monica. Nice to meet you.
 - A Nice to meet you, too. 2____ are you from?
 - B I'm from Sweden.
 - A 3 in Sweden?
 - **B** Uppsala.
 - ____ do you spell that?
 - **B** U-P-P-S-A-L-A. ⁵ you from France?
 - A Yes, I am. I'm from Paris.
 - B Oh, nice. 6_____ you here to study?
 - A Yes, I am.