

ساده ترین، کوتاهترین و کاربردی ترین

# ممارات انگلیسی

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### تکه هائی از سخن یا عباراتی برای گفتگو:

سال اولی که مشغول جستجوی و جمع آوری مجموعه جملات کاربردی برای دستیار آموزش انگلیسی بودم به سائیتی برخوردم که دارای مجموعه ای از ساده ترین، کوتاهترین و پرکاربردترین جملات انگلیسی در گفتگوهای روزمره برای کاربران مبتدی بود. این جملات به حدی ساده بودند که فکر کردم به درد کسی نمی خورد. اما بعدها به این باور رسیدم که بهترین روش بناء سازی ساختار اولیه زبان در ذهن ما میتواند استفاده از اینگونه جملات باشد. و دوباره سایت ESLGOLD در ذهنم تداعی شد. اما یاد آورده را یاد آورده بود و سه ماه جستجوی مداوم برای یافتن این سایت بی ثمر ماند تا اینکه ماهها بعد بطور کاملاً اتفاقی دوباره پیدایش کردم و از لینکهای پیچ در پیچش جملاتش را استخراج کرده و بعد از ویرایش آنرا بصورت یک کتاب قابل استفاده الکترونیکی در آوردم. این کتاب که بزودی از این سایت بصورت رایگان قابل دریافت خواهد بود حاوی ساده ترین جملات دسته بندی شده برای حدود ۸۰ موضوع مختلف می باشد. مطالعه این تکه ها به ما کمک میکند که یک ساختار کلی اولیه برای حرف زدن در موقعیتهای مختلف در ذهن ما شکل بگیرد.

### لیست موضوعات

Phrases for Conversation - Low Beginning	Phrases for Conversation - Low Beginning
Greetings	Describing people
Introducing self	Telling time
Introducing people	Talking about past actions
Identifying people, things	Talking about the future
Classroom questions	Talking about life events
Asking for information	Talking about feelings/health
Giving information	Expressing likes and dislikes
Simple sentences	Simple shopping
Simple questions	Short questions and answers
Numbers and counting	Closing a conversation
Talking about family	Expressing thanks
Talking about favorite things	Situation: At the store
Talking about here and now	Describing a picture

  

Phrases for Conversation - High Beginning	Phrases for Conversation - High Beginning
Introducing others	Talking about locations
Encouraging words	Asking for directions
Buying and selling	Giving directions
American numbers and prices	Asking about place/location
Making suggestions	Talking about travel
Making plans for the weekend	Descriptions
Asking for favors	Like / would like / look like / be like
Asking for repetition	Comparing things
Requesting	Questions and expressions with time
Inviting	Count and non-count nouns in context
Offering	Using measure words
Talking about abilities	Narrating
Expressing possibility	

  

Phrases for Conversation - Low Intermediate	Phrases for Conversation - Low Intermediate
Conversation starters	Sequencing
Rejoinders	Speaking hypothetically
Giving opinions	Discussing Sensitive Topics
Agreeing/disagreeing	Accepting and Refusing
Asking for details	Expressions for Description
Asking permission	Indirect Requests



## Asking for and Giving Advice

Phrases for Conversation - High Intermediate	Phrases for Conversation - High Intermediate
Supporting opinions Exploring options Contrasting Classifying Discussion techniques Elaborating Clarifying	Interrupting Giving instructions Simple presentations Checking for Understanding Conceding to Make a Point Analyzing Problems
Phrases for Conversation - Advanced	Phrases for Conversation - Advanced
<u>Commenting</u>	<u>Paraphrasing</u>

## Greetings

- Hi.  
Hello.
- Good morning.  
Good afternoon.  
Good evening.
- How are you?  
How are you doing?  
How ya doing? (Informal)
- Fine. How about you?
- Okay. Thanks.

## Introducing Yourself

- I'm John.  
I'm Jackie. (Use first name in informal situations)
- I'm John Kennedy.  
I'm Jackie O'Neill. (Use full name in business and formal situations)
- (It's) nice to meet you.  
(It's) nice meeting you.  
(It's) good to meet you.
- Nice to meet you too.

## Introducing Other People

- This is my friend, Jack. Hi Jack. I'm Linda.  
my brother, Bob.  
my sister, Cindy.  
my father, Mr. Harris.  
my mother, Mrs. Harris.  
my teacher, Ms. Watson.  
my student, Carrie.  
my friend, Mary Jones.  
my boss, Mr. Ritter.  
my co-worker, Penny Pitcher.
- Nice to meet you. Nice to meet you too.



## Identifying People, Things

1. This is Minnie Rivers.  
That is Mr. Lewis.
2. Minnie is a writer.  
Mr. Lewis is a barber.  
Gail is an artist.  
He is a photographer.  
She is a secretary.  
He's a dentist.  
She's a doctor.
3. I am a computer programmer.  
I'm a businessman.  
I'm a businesswoman.  
I'm not a mechanic.
4. We are writers.  
They are engineers.  
You are a student.  
You are students.
5. This is an apple.  
This is a banana.  
That is an orange.  
That is not a tomato.  
It is a telephone.  
It's a horse.  
It's not an airplane.

## Classroom Questions

What's your name?

What is this?

What is that?

How do you say it in English?

How do you spell it?

Please say it again.

Please speak more slowly.

I don't understand.

I'm sorry.

My name is Robert.

You can call me Bob

That's a pencil

It's a desk.

Eraser.

E-R-A-S-E-R.

All right.

Okay. Listen carefully.

Let me explain.

That's okay.

## Asking for Information

1. What is this?

2. What is that?

3. What's this?

4. What's that?

5. What are these?

6. What are those?

7. Where is Mr. King?

8. Where is Ms. Knight?

9. Where's Johnny?

10. When's the movie?

11. When's lunch?

12. How is the food?

This is a table.

That is a chair.

It's a pen.

It's an apple.

These are pencils.

Those are books.

He is over there.

She's (right) here.

He's in the house.

It's at 9:00.

Lunch is at noon.

It's delicious.



## Giving Information

1. Jeremy is from Ohio.
2. Kelly is a saleswoman.
3. He's a university student.
4. Ronda lives in Texas.
5. I work at a restaurant.
6. I live in Florida.
8. Where are you from?
9. What is your occupation?

Oh really? What part of Ohio?  
Is that right? What company?  
Oh. What university?  
Really? What city (in Texas)?  
Oh really? Which restaurant?  
Oh yeah? Where in Florida?  
I'm from Delaware.  
I'm a police officer.

Columbus.  
Microsoft.  
Harvard.  
Dallas.  
Angelo Meroni's  
Orlando.

## Simple Sentences

1. I work in a post office.
2. Greg works in a bank.
3. They live in Washington.
4. I eat breakfast at 8:00 a.m.
5. She goes to work at 9:00 a.m.
6. Eddy plays basketball every Friday.
7. Penny starts class at 10:00.
8. I don't drink beer.

Are you a letter carrier?  
Is he a teller?  
Are they senators?  
What do you eat?  
Where does she work?  
Where does he play?  
When does she finish?  
Why (not)?

No, I'm a postal clerk.  
Yes, he is.  
No, they aren't.  
(I eat) eggs, bacon, and toast.  
In the cafeteria.  
At the gym.  
At 11:00.  
I don't like it.

## Simple Questions

Very Simple Yes/No Questions

Are you from Canada?  
Is he a doctor?  
Is this free?  
Do you like apples?

Does she live in New Orleans?

More examples of Yes/No Questions

Is she going to the dance?

Are they flying home?

Are you coming to the party?

Examples of simple Wh- questions

What do you do (as an occupation)?

What do you do on the weekends?

Where are you from?

Where do you live?

How do you say that in English?

How do you spell your name?

How do you know Mr. Amos?

Yes, I am.  
No, he isn't.  
Yes, it is.  
Yes, I do.  
No, she doesn't

Yes, she is.  
No, they're taking the bus.  
No, I have other plans.

I'm a computer programmer.  
I usually stay home and watch television.  
I'm from Ontario, California.  
I live in Arizona.  
I live at the Chateau Apartments.  
I don't know.  
S-I-M-O-N.  
He's my teacher.

## Numbers and Counting

1. How many fingers do you have?
2. You have eight fingers?
3. How many brothers does Ryan have?
4. How many students in your class?
5. How old is your sister?
6. How many hours do you work every day?

I have eight fingers.  
Eight fingers and two thumbs.  
He has four (brothers).  
Thirty-five, including me.  
She is seventeen.  
From nine to five. Eight hours.



7. How many people are in the group?
8. How many cookies are left?
9. How many toothpicks are in the box?

About seventy.  
Five or six.  
More than a hundred.

## Talking about Family

### Introducing your family

This is my mother/mom.  
This is my father/dad.  
(These are my parents)  
This is my wife.  
This is my husband.  
There are five people in my family.  
(My mother, my father, my older brother, my older sister, me, my younger brother.)  
I have two brothers.  
One is older.  
One brother is older (than me).  
One is younger.  
I have one sister.  
I'm number three.

### Asking about family

How many brothers and sisters do you have?  
What number are you?  
He's the oldest (of five children).  
She's the youngest.  
Cindy doesn't have any brothers or sisters.  
Jared is an only child.  
How many children do you have?  
We have two. One son and one daughter.  
Do you have any kids?  
No, I'm not married.

## Talking about Favorite Things

1. What is your favorite color?
2. What's your favorite kind of music?
3. Favorite sport?
4. Do you have a lucky number?
5. What kind of food do you like best?
6. How about movies?
7. Who is your favorite movie star?
8. What city do you like most?

Purple.  
I like pop music.  
Kung fu.  
Yes. It's eight.  
I like Cantonese food.  
Action.  
Jackie Chan.  
Hong Kong, of course!

## Talking about Here and Now

1. What is Ms. Chan doing?
2. What is he doing?
3. What are you doing?
4. Who is singing that song?
5. Who is washing the dishes?
6. Where are you going now?

She is writing a letter.  
He's playing hockey.  
I'm reading a book.  
Frank (is).  
The children are.  
I'm going to the library.

Oh. That's nice.  
That's interesting.  
Is it interesting?  
Oh. It sounds good.  
That's great.  
Okay. Have fun.



## Describing People

### Personality and Appearance

1. Tell me about your father.  
What kind of person is he?
  2. What does he look like?
  3. What does your mother look like?
  4. How about your little sister?
- Clothing
5. What is your brother wearing?
  6. What kind of shoes does he have (on)?
  7. Is Susan wearing a dress?
  8. Anything else?

### Description

Well, he's very friendly, smart and funny.

He's young, short and handsome.  
He has straight black hair and green eyes.  
She's tall, thin and beautiful.  
She has blonde hair and wears glasses.  
She has curly red hair and a cute smile.  
Everybody likes her.  
He's wearing light brown pants and an orange t-shirt.  
Sneakers, and he's wearing white socks.  
No. She's wearing a blue skirt and a yellow blouse.  
Yes. She's wearing boots and carrying a purse.

## Telling Time

7:00	It's seven o'clock.
12:00	It's twelve o'clock.
3:10	It's three ten.
7:14	It's seven fourteen.
9:15	It's nine fifteen.
1:21	It's one twenty-one.
11:05	It's eleven oh five.
2:09	It's two oh nine.
6:30	It's six thirty.
4:50	It's four fifty.
10:45	It's ten forty-five.
8:35	It's eight thirty-five.

It's seven p.m. / a.m.  
It's noon / midnight.  
It's ten (minutes) after three.  
It's fourteen after seven.  
It's (a) quarter after nine.  
It's twenty-one minutes past one.  
It's five after eleven.  
It's nine minutes past two.  
It's half past six.  
It's ten minutes to five.  
It's quarter to eleven.  
It's twenty-five minutes to nine.

## Talking about Past Actions

1. What did you do last Friday?
2. Where did you go?
3. When did you get back?
4. Where did you stay?
5. What did Sally have for lunch?
6. What did he eat last night?
7. How was the weather?

I went to a baseball game.  
I went to Detroit.  
I got back on Saturday night.  
I stayed with my parents.  
She had soup and sandwiches.  
He ate Chinese food.  
It was wonderful.

## Talking about the Future

1. What will you do tomorrow?
2. When will you finish?
3. What will we do in class today?
4. Where will they put the table?
5. When will Joe leave for New York?
6. How will he get there?

I'll help my mom with the housework.  
In the afternoon.  
We'll play some word games.  
They'll put it next to the window.  
He'll leave right after dinner.  
He'll take the bus.



### Talking about Life Events

- |   |                           |
|---|---------------------------|
| 1. When is your birthday?                     | December 29(th)           |
| 2. What year?                                 | That's personal.          |
| 3. Were you born and raised here?             | No. I wasn't.             |
| 4. Did Sam grow up here?                      | Yes, he did.              |
| 5. Where did Lisa go to school?               | In California.            |
| 6. Which university did Rick go to?           | Princeton.                |
| 7. When will she graduate?                    | Next April.               |
| 8. When did they get married?                 | They got married in June. |
| 9. When was your son born?                    | Two months ago.           |
| 10. What day is your wedding anniversary?     | It's July 17th            |
| 11. When did they move to Pittsburgh?         | Last September.           |
| 12. When did his grandfather pass away/(die)? | Five years ago.           |

### Talking about Feelings/Health Issues

- |                          |                    |                     |
|--------------------------|--------------------|---------------------|
| How's the weather today? | It's really cold.  | Let's stay inside.  |
| How do you feel?         | I'm fine.          | That's good.        |
| How are you feeling?     | Not too good.      | Sorry to hear that. |
| Is everything okay?      | I feel sick.       | That's too bad.     |
| What's wrong?            | I have a headache. | Here's some aspirin |
| What's the matter?       | My leg hurts.      | Let me help you.    |
| Are you all right?       | I cut my hand.     | That looks serious. |
| What happened?           | He broke his arm.  | Call 911!           |

### Expressing Likes and Dislikes

- |                                      |                             |                      |
|--------------------------------------|-----------------------------|----------------------|
| 1. I like fruit.                     | What kind?                  | Oranges and bananas. |
| 2. Helen likes sports.               | What kind of sports?        | Football and tennis. |
| 3. Ms. Cramer doesn't like coffee.   | Really? Does she like tea?  | Yes, she does.       |
| 4. Tony does not like action movies. | Oh. What kind does he like? | (He likes) drama.    |
| 5. Does Terry like swimming?         | Yes, he does.               |                      |
| 6. Does Phil like soft drinks?       | No, he doesn't.             |                      |
| 7. Does Sheila like salad?           | No, she does not.           |                      |
| 8. Do you like Chinese food?         | Yes, I do.                  |                      |
|                                      | No, I don't.                |                      |
|                                      | A little.                   |                      |

### Simple Shopping

- |                              |                                  |                       |
|------------------------------|----------------------------------|-----------------------|
| 1. Where are the pencils?    | They're on the second shelf.     | Okay, thanks.         |
| 2. How much is this mirror?  | It's \$19.95.                    | Okay. I'll take it.   |
| 3. How much does this cost?  | That one is \$5.00.              | How about this one?   |
| 4. How much are these?       | They're \$4.00 each.             | That's too expensive. |
| 5. Do you have any t-shirts? | What size? Medium or Large?      | Large.                |
| 6. That comes to \$26.59.    | Here's \$30.00.                  | Your change is \$3.41 |
| 7. That will be \$17.48.     | Here's \$17.50. Keep the change. | Thanks.               |





## Short Questions and Answers

Are you a doctor?

Yes, I am.

Is he from Colombia?

No, I'm a nurse.

Yes, he is

No, he isn't.

Is it time to go?

No, he's from Venezuela.

Yes, it is.

Is she married?

No, it isn't.

Not yet.

Are they here yet?

Yes, she is.

No, she isn't.

I don't know.

Do you live in Oklahoma?

Yes, they are.

No, they aren't.

Yes, I do.

Does she drink coffee?

No, I don't.

No, I live in Texas.

Yes, she does.

Does it fly?

No, she doesn't.

No, she drinks tea.

Yes, it does.

Do you need some help?

No, I don't think so.

Yes, I do.

Can I have this?

No, I'm fine.

Yes, you can.

Should we go?

No, you can't.

Yeah.

Could you help me?

Okay.

No, not yet.

Sure.

No, sorry.

## Closing a Conversation

Before closing

It's been nice talking to you.

Nice talking to you too.

(I'm sorry, but) I have to go now.

### Closing

Good-bye

Bye.

See you later.

See ya (informal)

Catch you later (informal)

## Expressing Thanks

Thanks

Thank you

I appreciate it.

Thanks for the tour.

Thanks for your time.

Thank you for the nice gift.

I appreciate your kindness.



## Situation: At the Store

### When you enter the store/start a conversation with the clerk:

What a clerk might say:

May I help you?

Can I help you?

Can I help you find something?

What can I do for you?

What a customer might say:

Excuse me. Do you work here?

Can I ask you something?

What a customer might respond:

Yes. I'm looking for \_\_\_\_\_.

Do you have any \_\_\_\_\_ (s)?

Can you tell me where the \_\_\_\_\_ is/are?

### When you check out/leave the store:

#### Clerk:

Did you find everything you needed?

Did you find what you were looking for?

Did you find everything okay?

Will that be all (for today)?

Is that everything?

(Will there be) anything else?

#### Customer:

That's all for today.

That's it. Thanks.

## Describing a Picture

What do you see in the picture?

There is a

There's a

There are some

There're some

Is there a . . . ?

Are there (some) . . . ?

### Locations

On the right/left

Near the window

By the door

In the box

On the chair

Under the table

### Actions

The man is \_\_\_\_\_ ing

The woman is \_\_\_\_\_ ing

### Clothing

What is the man/woman wearing?

She/He is wearing a

some

### Opinions

What do you think

I think

### Tell a Story

Yesterday, Ms. Jones . . .

Use PAST tense



## Introducing Others

Paul, this is John.

John, this is Paul.

1. Have you met Paul?

No, I haven't.

2. Have you two met each other?

No, we haven't.

Yes, we have.

Paul, this is John.

John, this is Paul.

Anne, this is Marie.

Marie, Anne.

## Encouraging Words

### Expressing Goodwill

...when someone is arriving

Welcome

Welcome back!

Come in.

It's good to meet you.

(first time only)

It's good to see you again.

(after the first time)

... when someone is leaving

It's been nice talking with you.

Have a good/nice day.

Have a nice weekend.

Have a nice trip.

Have fun.

Keep in touch.

### Encouragement

Good luck!

Good luck on your test.

You can do it!

Do your best.

Do the best you can.

Work hard.

Keep up the good work.

### Reassurance

Take it easy.

Don't worry.

That's okay.

It's going to be all right.

Everything will be fine.

No problem.

Responses to good news

Wow!

That's great!

That's wonderful.

That's really good news.

I'm glad/happy to hear that.

Congratulations!

Good for you!



Good job!

### Responses to bad news

That's too bad.  
That's really sad.  
That's terrible!  
(for really bad news)  
I'm sorry to hear that.  
(for sad news)

### Buying and Selling

1. May I help you?	Yes, I'd like to buy these razors.	Okay, that'll be \$6.85
2. What can I do for you?	I'm looking for the cameras.	with tax.
3. Is there something I can help you with?	No, I'm just browsing. Thanks anyway.	They're in Aisle Two.
	How much is this?	Ok.
		It's \$4.95.

### American Numbers and Prices

Remember that in English, we divide prices at the decimal point.

For example:	\$4.59	four dollars (and) fifty-nine cents	(long way)
		four / fifty nine	(short way)

(Time is also divided in a similar way: 12:47 is said "twelve / forty-seven")

Americans often say large numbers in "phrases" of two digits.

For example:	267	two hundred sixty-seven	(long way)
	4381	two / sixty seven	(short way)
		four thousand three hundred	
		eighty-one	
		forty-three / eighty-one	

Some people also use two-digit phrasing with telephone numbers:

565-	five-six-five // eighty-three / forty-seven
8347	

Practice the following prices (both long and short ways) with a partner:

That will be \_\_\_\_ (price) \_\_\_\_

That comes to \_\_\_\_ (price) \_\_\_\_

\$59.65	\$1.79*	\$29.00**	\$425.78	\$231.49	\$3,657.88
\$27.95	\$6.75	\$82.03	\$781.34	\$690.42	\$9,405.31
\$14.40	\$77.17	\$70.50	\$211.54	\$380.18	\$1,550.15

\*Also: a dollar seventy-nine

\*\*Also: twenty-nine (dollars) even

### Making Suggestions

1. I think you should buy the blue one.	That's a good idea.
2. I don't think you should sell your car.	Thanks for the advice, but I really need the money.
3. Let's go bowling tonight.	



4. Why don't we go skiing on Saturday?
5. Why don't you come with me to China?

Sorry, I can't. I'm meeting a friend for dinner.  
Sounds like a good idea. Where do you want to go?  
Thanks, but I've already been there.

### Making Plans for the Weekend

What are you doing this Saturday?  
Do you want to go see a movie?  
What's playing at the Century Fox?  
Should we go see it?  
How about "Run of the Mill?"  
Why don't we go to a concert instead?

Not much.  
That sounds good.  
"Candlelight in the Window."  
I'd rather not. I don't like horror movies.  
No. I heard that's really boring.  
Great idea!

### Asking for Favors

1. Can you help me with my math?
2. Could you bring me some coffee?
3. Would you open the car door for me?
4. Could I ask you a favor?

Sure. What's the problem?  
I'd be glad to. How do you like it?  
No problem. It looks like your hands are full.  
It depends. What is it?

### Asking for Repetition

What did you say your name was?  
Did you say Andersen or Henderson?  
Is "Cathy" spelled with a C or a K?  
And what was your address again?  
Sorry, I didn't catch the last part.  
I can't hear you very well.

It's Cathy Henderson.  
Henderson, with an H.  
It's C as in Cadillac.  
72 West Sunshine Blvd., Suite 501.  
Do you want me to repeat it?  
Maybe you should turn down the radio.

### Requesting

1. Give me a paper towel.
2. Please mail this letter for me.
3. Would you please turn down that music?
4. Will you type my term paper for me?
5. Would you give me a ride home?

Here you are.  
Okay. I'll stop by the post office on my way home.  
Sorry. Is it bothering you?  
Sure. When do you need it?  
Sorry. I'm not going in that direction.

### Inviting

1. Do you want to dance?
2. Would you like to go hiking this weekend?
3. How about going swimming on Friday?
4. How would you like to play golf tomorrow?

No thanks. I'm kind of tired right now  
Sure, I'd love to. What time should we meet?  
Ah. Can I get back to you on that?  
Sounds like a great idea. Where do you want to go?



### Offering

1. Here. Have a cookie.
2. Would you like some pie?
3. How about a glass of wine?
4. What will you have (to drink)?
5. Would you like some more cake?
6. Can I get you some milk or something?

Thanks.

No thank you. It looks delicious though.

Thanks, but I don't drink (alcohol).

Orange juice will be fine.

Sure. It's really good. Did you bake it yourself?

Well, a glass of water would be okay.

### Talking about Abilities

1. Can you play the piano?
2. How about the guitar?
3. Can Billy ride a bike?
4. Does Abby speak Mandarin?
5. Do you sing?
6. Is Connie good at dancing?
7. Do you know how to use a computer?

Yes, but not very well.

(I can play) a little.

No, he can't. He's too young.

Yes, she speaks very well.

Not really. I have no talent in that area.

Yes, she's a great dancer.

Of course!

### Speaking Situations: Expressing Possibility

1. We can stay here for the evening.
2. I may be in California next Monday.
3. She might not make it to the wedding.
4. We could go (and) see a movie.  
Or we could go out for ice cream.

I'd rather not. It's only a few more hours (of driving).

Well, let me know what you decide.

That's too bad. I hope she feels better soon.

That would be fun.

### Talking about Locations

1. Where are the magazines?
2. Where is the remote control?
3. Where did you put the keys?
4. Where's the spider?
5. Where's Fluffy?
6. Where's Troy's toy truck?
7. Where did you find the book?

They're in the living room, on the coffee table.

It's probably on the sofa, between the pillows.

I think they're in the bedroom, in the top drawer.

It's in the bathroom, next to the bathtub.

He's probably hiding under the rocking chair.

It's outside by the big brick bridge.

It was on top of the refrigerator.

### Asking for Directions

1. Excuse me. Is there a grocery store around here?
2. Can you tell me how to get to Phoenix?
3. Where's Tanner's Leather Shop?
4. How do you get to the bank?

Yeah. There's one right across the street.

Sorry. I don't live around here.

It's on the corner of Holly and Vine. Next to the library.

Go straight down this street for two blocks.

Turn left when you get to Maple Street.

Stay on Maple for half a block. It's on the left hand side.



## Giving Directions

1. Excuse me. Is there a grocery store around here?
2. Can you tell me how to get to Phoenix?
3. Where's Tanner's Leather Shop?
4. How do you get to the bank?

Yeah. There's one right across the street.  
 Sorry. I don't live around here.  
 It's on the corner of Holly and Vine. Next to the library.  
 Go straight down this street for two blocks.  
 Turn left when you get to Maple Street.  
 Stay on Maple for half a block. It's on the left hand side.

## Asking about Place/Location

Where is the bank?  
 It's on Main Street.  
 It's next to the post office.  
 It's between the bakery and the barber shop.  
 It's on the corner of Ninth Street and Pine (Street).  
 Where's Lagoon?  
 It's in Davis County, near Kaysville.  
 It's on I-15, between Farmington and Kaysville.  
 It's ten miles north of Salt Lake City.

## Talking about Travel

1. How do you get to work?
2. How long does it take?
3. How often do you ride the bus?
4. Do you ever walk to work?
5. Are you going anywhere this summer?
6. How are you going to get there?
7. Why don't you fly?

I usually drive my car.  
 It takes half an hour.  
 Once in a while.  
 No, that would take forever.  
 Probably to Jacksonville.  
 By train.  
 Airplane tickets are too expensive.

## Directions

How do you get to the sporting goods store?  
 (on foot)  
 First, go down State Street until you get to 4th South.  
 Then, turn left.  
 Then, go down 4th South for three blocks.  
 It's on the right side of the street next to Wendy's.  
 (by car)  
 Take State Street to 4th South.  
 At 4th South, turn left.  
 Stay on 4th South for about three blocks.  
 The sporting goods store will be on the right, next to Wendy's.  
 How do you get to (your house in) Lehi?  
 Take I-15 south about 20 miles.  
 After you cross the mountain, watch for the signs to Lehi.  
 Take the first Lehi exit.  
 When you get off the freeway, make a right turn at the stop sign.  
 Follow the road (15th East) for five blocks.  
 Make a left turn on Royal Drive.



Continue on Royal Drive until you see the big oak tree.  
My house is on the left hand side.  
It's a two-story, red brick house with a large front yard.  
You can't miss it!

### Descriptions

1. What does Martha look like?
2. What else can you tell me?
3. What is George like?
4. Tell me about your new apartment.
5. What did you think of the Himalayas?

She's tall, dark and beautiful.  
Well, she has long, black hair and blue eyes.  
She's kind of chubby and wears glasses.  
He's funny, cute and really rich. He reminds me of that guy on the Morning Show.  
Well, it's pretty small. It only has two rooms and a bathroom. But it's comfortable enough for me.  
Well, the view was gorgeous. Of course, it took two days to get there, and the weather was freezing!

### Like / Would like / Look like / Be like

#### **Would like vs. (Do) like**

What kind of food **do** you like?

(Facts, personal preferences)

I like ice cream, bananas, soda pop

I like Chinese food.

What kind of food **would** you like?

(If you could choose)

I **would like** Italian food.

What kind of friend(s) **do you like**?

I like someone who is easygoing.

I like a person who has talent.

I like people who are kind.

What kind of person **would you like** to marry?

I would like someone who has a lot of money.

I like a man/woman/person who is friendly.

#### **Be like vs. Look like**

What **does** John **like**?

(What are his personal preferences?)

He likes horror movies, basketball, chocolate ice cream...

What **does** John **look like**?

(Physical description)

He is tall, dark and handsome. He has black hair and wears glasses.

What **is** John **like**?

(Description of personality)

He is a nice guy. He is very kind and friendly.

### Comparing Things

1. Which sofa should we buy?
2. I need a new watch.
3. Which runner are you cheering for?
4. I like the blue sweater.

This one is larger, but it is also more expensive.  
The Classie is nicer than the Timebox.  
That one is less affordable though.  
Sammy. He's the fastest.  
But Timmy is the most handsome.  
I think the red one is better.  
but the green one is the best.





5. How much sugar should I add?

Only a little.  
That's too much!

## Questions and Expressions with Time

### Specific times

#### Question

#### Answer

#### Words/phrases

When do you...

I usually/always...

in the evening  
at 9:00  
on Mondays  
before dinner  
after I eat lunch  
when I get home

(present tense)

<BR

When did you...

I (past tense)

last night  
before class  
while I was eating

(past tense)

When will you....

I will...

tomorrow  
next Tuesday  
in a few days

When are you going to

I am going to

When do you plan to

I plan to

What time do you...

at 7:30  
around 4:00

(past)

(same as above)

(future)

### Extended Time

How long do you...

I (usually)

from 9:00 to 11:00  
for three hours

did you

I (past)

will you

I (future)

How long does it take you to...

It takes (me)

ten minutes  
six days

### Ongoing Action

How long have you....

I have ...

for five days  
for two hours  
since yesterday

### Frequency

How often do you...

<BR

often, usually  
always, never  
once in a while

I (present tense)

## Count and Non-count Nouns in Context

### Non-count Nouns

### Count Nouns



I'd like to buy some \_\_\_\_\_.

How ***much*** do you need?

Let's see. Five \_\_\_\_\_s\* should be enough.

All right. Five \_\_\_\_\_s of \_\_\_\_\_.

Anything else?

No, that will be all for today.

\*Use **measure words** with non-count nouns.

For example:

Three bottles of milk.

Two cans of soda pop.

A pound of ground beef.

I'd like to buy some \_\_\_\_\_s.

How ***many*** do you need?

Let's see. Five (of them) should be enough.

All right. Five \_\_\_\_\_s.

Anything else?

No, that will be all for today.

**Measure words** can also be used for count nouns.

For example:

Four boxes of crackers.

A package of cookies.

Six pounds of apples.

Or: Six apples

Seven donuts

## Using Measure Words

This can be used to practice **Count and Non-count nouns** in context.

When talking about non-count items (such as sugar, water, toothpaste, etc.),

it is common to use *measure words* to indicate how much of the substance you are referring to.

Below are a few examples of measure words used in English.

### Food

A bowl of rice

A dish of spaghetti

A pound of meat/cheese

A piece of cake/pie

A can of soup

A box of cereal

A bag of flour

A carton of ice cream

A jar of peanut butter

A loaf of bread

A slice of bread/pizza

A package of pasta

A dash of salt

A cube of ice

A pack of gum

A head of lettuce/cabbage

An ear of corn

A kernel of corn

A grain of wheat/salt

A stalk of celery

A spear of asparagus

A clove of garlic

### Liquid

A teaspoon of medicine

A tablespoon of vinegar

A glass of water

A cup of coffee

A pint of blood

A quart of milk

A half gallon of juice

A gallon of punch

A tank of gas

A jug of lemonade

A bottle of wine

A keg of beer

A shot of vodka

A drop of rain

### Personal items

A bar of soap

A tube of toothpaste

A container of shampoo

A stick of deodorant

A bottle of perfume/cologne

A roll of toilet paper

A ball of cotton

Sewing items

A spool of thread

A skein of yarn

A yard/meter of ribbon

A (square) foot/meter of fabric/cloth

Stationery

A piece of paper

A pad of paper

A roll of tape

A stick/piece of chalk

A bottle/tube of glue

A jar of paste

A pair of scissors

## Narrating

1. Tell us about your trip.

It was the most horrible five days of my life.



2. What happened to your ankle? First, we missed our flight; then we had to wait four hours for our luggage. The food on the plane was terrible, and there was no shower in the hotel.
3. What did you do last summer? Well, my best friend and I went skiing over the weekend. I wanted to try something exciting, so I took the most difficult trail. I hit a bump and fell. Then I slid 500 meters before I could stop. We went scuba diving in Malaysia. It was my first time, so I learned a lot. We took a boat out to a tiny island, found the perfect spot, and swam for hours among the fishes.

## Conversation Starters

### General greetings and inquiries

How's it going? (This means "How are you?" not "Where are you going?")  
 How's everything?  
 How's life?

### Asking about present activities

What's up? (What are you doing now?)  
 What's happening?

### Asking and telling about recent events

What's new? (What interesting has happened since I last saw you?)  
 Guess what? (I want to tell you something. Ask me about it.)  
 (The appropriate response to this is "What?")  
 A: Guess what? B: What?  
 A: I just got a new job. B: Congratulations!

### Bringing up a serious topic

Can I talk to you for a minute?  
 Do you have a minute?  
 Got a minute?

## Rejoinders

Rejoinders are quick responses to show that you are interested or paying attention.  
 (Oh) Really?  
 That's interesting.  
 Is that right?

Note how rejoinders are used in the following situations.

1. I just got a new job. Oh really? That's great!
2. I lost my wallet yesterday. Oh really? That's too bad.

Rejoinders may also take the form of follow-up questions. Note how they are used in the following situations.



1. I just bought a new car.
2. Johnny is in the hospital.
3. I'm going to Hawaii.

You  
did?  
He is?  
You  
are?

### Asking for Opinions

What do you think?  
What's your opinion?  
What are your ideas?  
Do you have any thoughts on that?  
How do you feel about that?

#### Giving Opinions

**I think** we should get a new car.  
**I don't think** we need one.  
**I believe (that)** smoking should be outlawed.  
**I don't believe (that)** it should be illegal.  
**In my opinion**, *Gone with the Breeze* is the best movie ever made.  
**I feel that** it's the right thing to do.  
**I don't feel that** it's such a good idea.

### Agreeing and Disagreeing

#### Agreeing

I agree.  
So do I.  
Me too.  
Me neither. (Agreeing about a negative idea.)  
I don't either. (Agreeing about a negative idea.)  
You're right.  
That's right.  
Good idea.  
I think that's a good idea.

#### Disagreeing

I disagree.  
I don't think so.  
(No.) That's not right.  
Yes, but...  
(I'm sorry, but) I don't agree.

### Asking for Details

**Wh-** Questions can be used to ask for more information:

**What** did you do over the weekend?  
**Where** did you go for Spring Break?  
**How** was your trip?  
**When** did you get back?  
**What kind of** things did you see?  
**Who** did you go with?  
**How many** people were there?  
**Whose** car did you drive?



When asking for details about a particular item you are considering buying, you can say

**Could you give me some information about** this computer?

**Can you give me more details about** that CD player?

**Could you tell me about** this bookcase?

**What can you tell me about** these blenders?

## Asking Permission

**Modals** are commonly used for asking permission

**Can I** ask you a question?

**May I** have a piece of cake?

**Could I** get you to turn off the lights

Some other common phrases are

**Do you mind if I** smoke?

**Would you mind if I** asked you something?

**Is it okay if I** sit here?

**Would it be all right if I** borrowed your lawn mower?

## Giving Permission

Sure.

Go ahead.

No problem.

## Asking for and Giving Advice

### Asking for Advice

What do you think I should do?

What do you suggest?

What would you do (in this situation)?

### Giving Advice

**I think you should** get a lawyer.

**Maybe you should** try someplace else.

**Why don't you** call the company?

**If I were you, I would** tell her.

## Sequencing

First,

Second,

Third,

Last,

**First of all,**

**Then,**

**Next,**

**Finally,**

To begin with,

Then,

Later,

In the end,

## Speaking Hypothetically

What would you do if . . .

Suppose . . .

Imagine . . .

## Present Hypothetical



*If I were* rich, *I would buy* a bigger house.  
*If I had* a bigger house, *I would invite* my friends over.

### Past Hypothetical

*If Jack had been* there, he *could have prevented* the incident.  
*If I had seen* that movie, *I would have cried*.

### Formal Hypothetical

*Should you have* any questions, *feel* free to contact me.  
*Had I been there*, *I might have been* able to help.

## Discussing Sensitive Topics

### Bringing up a sensitive topic

Can I talk to you for a minute?  
 Can I ask you something?  
 Do you mind if I ask you something?  
 I need to talk to you for a minute.  
 I have to tell you something.  
 There's something I need to tell you.  
 There's something I think you should know.  
 We need to talk.

### Prefacing a negative subject

I don't mean to be rude, but . . .  
 I hate to tell you this, but . . .  
 I don't know how to tell you this, but . . .  
 You might not like what I have to say, but . . .  
 I wish I didn't have to tell you this, but . . .  
 This may be unpleasant, but . . .  
 This may seem blunt, but . . .

## Accepting and Refusing

Accepting and refusing politely may depend on what you are asked. For example  
 Would you like some cake?

Yes, please.  
 Sure. Thanks  
 Okay. Thank you

No, thank you  
 I'd better not.  
 No, but thanks for offering.

Would you like to go see a movie?

Okay. Sounds good.  
 Sure. I'd love to.  
 Yeah. Good idea

No, I'd rather not.  
 I'm sorry, but I can't.  
 No, but thanks for inviting me.

How about some more pie?

All right. Thanks  
 Looks good. Thanks  
 Don't mind if I do.

No, thanks.  
 I'm really full. Thanks anyway.  
 Looks delicious, but I'll have to pass.

How about going skiing this weekend?

Great. What time?  
 Sounds like fun.

Sorry. I'm busy this weekend.  
 I don't think I can.



All right. When and where?

How about some other time?

## Expressions for Description

### Sentences:

It is . . .  
 This is something . . .  
 It's something that you . . .  
 You can (verb) it.  
 You can (verb) with it.  
 You can use it to (verb).  
 It is used for V + ing.  
 You need it for V + ing.  
 You need/use it when . . .  
 If you want/need to (verb), then you can . . .

### Questions:

Is it . . . ?  
 What do you do with it?  
 What is it made of?  
 What is it used for?  
 What's the difference between A and B?

## Indirect Requests and Information Exchange

Tell someone to do something

Please **tell** Crissy **to** clean up her room.  
 Could you **tell** Bob **to** call me?  
 Tell him not to do that.  
 Tell someone some information  
 Can you **tell** them (that) the party starts at nine?  
 Please **tell** Mr. Hopkins (that) I will be late.  
 Ask someone to do something  
 Please **ask** Teresa **to** give me a call.  
 Could you **ask** Russell **to** be here at five?  
 Ask someone for some information (Yes or No)  
**Ask** Paula **if** she is coming to the party.  
 Could you **ask** them **if** they did the homework?  
 Please **ask** her **whether** she finished the assignment.  
 Ask someone for some information (Open ended)  
**Ask** Randy **what he is doing**.  
 Please **ask** her **when she will be here**.  
 Would you **ask** him **what he wants**?  
 Will you **ask** them **how much it costs**?

## Supporting Opinions

### Giving your opinion

I think that . . .  
 I don't think that . . .  
 In my opinion . . .

### Asking for support or details



Why do you think that?  
 Could you elaborate?  
 Could you give (me) an example?  
 Can you illustrate that?  
 What evidence do you have?  
 Could you explain it in more detail?  
 Could you provide some details?

### Supporting your opinions

Let me illustrate,  
 For example,  
 For instance,  
 To give you an example,  
 Let me give you an example,  
 To elaborate,  
 First, (second), etc.

## Exploring Options

### Asking for input

What do you think (about . . . )?  
 How do you feel (about . . . )?  
 Any ideas?  
 What are the alternatives?

### Exploring Options

Let's look at Option 1.  
 What (do you think) about Plan B?  
 How about the third alternative?  
 Let's consider Bob's proposal.

### Moving on

Let's move on to Option 2.  
 What about Plan C?  
 Let's look at the fourth choice.  
 How about Mary's idea?  
 Should we move on to the next point?  
 Before we move on, we need to consider . . .

## Contrasting

On the other hand,  
 However,  
 Yes, but . . .  
 You may be right, but . . .  
 I may be wrong, but . . .  
 Correct me if I'm wrong, but . . .  
 On the contrary,

(Be careful with this one. It appears to be a direct negation of what was just stated, but can actually be an emphatic reaffirmation of one's own opinion. For example: It's not hot. On the contrary, it's cold.—“Not hot” and “cold” mean the same thing.)





## Classifying

There are five kinds of . . .

There are two types of . . .

There are three categories of . . .

We can divide (this) into three parts:

1)

2)

3)

This can be broken down into four sections.

They are:

A)

B)

C)

D)

## Discussion Techniques

### Opening a discussion

To begin with,

We need to discuss . . .

determine

find out

Let's start by (V ing)

We'll start by (V ing)

The problem here is . . .

issue

question

The important thing (here) is . . .

The main thing we need to discuss is . . .

Let's look at . . .

It looks like . . .

It appears that . . .

### Asking for input

What do you think?

How about you?

How do you feel about that?

Any ideas on that?

### Responding

(That sounds like a) good idea.

Sounds good.

The problem with that is . . .

That raises the issue of . . .

brings up

## Elaborating

### Asking for Elaboration

Could you elaborate (on that)?

Could you tell me a little more about it?

Could you give (me) some details?

Could you fill me in on that?

Could you expound on that?

What else can you tell us (about that)?

Is there anything else you can tell us?

Is there more to it?



### **Elaborating**

To elaborate,  
To give you more information,  
Let me explain.  
Let me elaborate.  
Let me tell you a little more (about it).  
Let me give you some details.  
What's more,

### **Clarifying**

#### **Clarifying your own ideas**

In other words,  
What I mean is . . .  
What I'm trying to say is . . .  
What I wanted to say was . . .  
To clarify,

#### **Asking for Clarification**

What do you mean (by that)?  
What are you trying to say?  
What was that again?  
Could you clarify that?

#### **Clarifying another's ideas**

You mean . . .  
What you mean is . . .  
What you're saying is . . .  
(I think) what she means is . . .  
What he's trying to say is . . .  
If I understand you, (you're saying that . . . )  
If I'm hearing you correctly,  
So, you think (that) . . .  
So, your idea is . . .

### **Interrupting**

#### **Interrupting politely**

Excuse me,  
Pardon me,  
Sorry to interrupt,  
May I interrupt (for a minute)?  
Can I add something here?  
I don't mean to intrude, but . . .  
Could I inject something here?  
Do you mind if I jump in here?

#### **Getting back to the topic**

Anyway,  
Now, where was I?  
Where were we?  
What were you saying?  
You were saying . . .  
To get back to . . .



## Giving Instructions

### Asking for Instructions

How do you (do this)?  
How do I . . . ?  
What is the best way to . . . ?  
How do I go about it?  
What do you suggest?  
How do you suggest I proceed?  
What is the first step?

### Giving Instructions

#### Sequencing

First, (you) . . .  
Then, (you) . . .  
Next, (you) . . .  
Lastly, (you) . . .

#### Starting out

Before you begin, (you should . . .)  
The first thing you do is . . .  
I would start by . . .  
The best place to begin is . . .  
To begin with,

#### Continuing

After that,  
The next step is to . . .  
The next thing you do is . . .  
Once you've done that, then . . .  
When you finish that, then . . .

#### Finishing

The last step is . . .  
The last thing you do is . . .  
In the end,  
When you've finished,  
When you've completed all the steps,

## Simple Presentations

### Introduction

(Good morning, afternoon, evening)  
I'm happy to be here.  
I'm glad to have this opportunity to . . .  
Today, I'd like to talk (to you) about . . .  
My topic today is . . .  
The focus of my remarks is . . .  
I'd like to share some thoughts on (topic)

### Main points

Let me start by . . .  
First, let me tell you about . . .  
I've divided my topic into (three) parts: (They are . . .)

### Giving examples

For example,  
For instance,



Let me illustrate,  
To illustrate,

### **Conclusion**

In conclusion,  
To conclude,  
To summarize,  
To sum up,

### **Checking for Understanding**

(Do you) know what I mean?  
Do you know what I'm saying?  
Do you understand?  
Are you following me?  
Are you with me (so far)?  
Have you got it?  
Any questions?  
Got it?

### **Showing Understanding**

I see.  
I understand.  
I get it./I got it.  
Gotcha. (Informal)

### **Expressing Lack of Understanding**

I don't get it.  
(I'm sorry.) I don't understand.  
What do you mean?  
I'm not following you.  
I don't quite follow you.  
I'm not sure I get what you mean.  
What was that again?

### **Conceding to Make a Point**

That may be true, but . . .  
I may be wrong, but . . .  
You might be right, but . . .  
You have a good point, but . . .  
You could say that, but . . .  
Correct me if I'm wrong, but . . .  
I don't mean to be rude, but . . .  
I hate to bring this up, but . . .  
I don't mean to be negative, but . . .  
This may sound strange, but . . .

### **Analyzing Problems**

#### **Focusing on the main problem/issue**

What is the main problem?  
What is the real issue (here)?  
(I think) the major problem is . . .  
Our primary concern is . . .



The crux of the matter is . . .  
 (As I see it), the most important thing is . . .  
 The main problem we need to solve is . . .  
 We really need to take care of . . .  
 It all comes down to this:

### Asking for input

What should we do about it?  
 What needs to be done?  
 What do you think we should do?  
 What are we going to do about it?  
 Do you have any suggestions?  
 Any ideas?

### Making Recommendations

I recommend that . . .  
 I suggest that . . .  
 I would like to propose that . . .  
 Why don't we . . .

## Paraphrasing

Paraphrasing involves restating someone else's ideas in your own words.  
 There are several phrases that can be used to introduce paraphrasing:  
 So . . . (rephrase the other person's ideas)  
 In other words . . . (paraphrase)  
 I understand. (You're saying that . . .)  
 Oh, I see. (You want to say that . . .)  
 I get it. (You mean . . .)  
 So, what you mean is . . .  
 Let me see if I understand you correctly. . .  
 What I think you're saying is . . .  
 If I'm hearing you correctly . . .

## Commenting

If you would like to make a comment or insert a remark in an ongoing conversation, it is polite to acknowledge what someone has just said before stating your own ideas.  
 Some phrases for doing this are:  
 That's interesting. I think that...  
 Interesting point. I would add...  
 Hmmm. I hadn't thought of that before.  
 Questions can also be a useful way of bringing new ideas into a conversation:  
 What do you think about . . .  
 Have you considered . . .  
 What about . . .  
 Sometimes a more direct approach is appropriate:  
 Can I add something here?  
 (Do you) mind if I interject something here?