



Conversation

Meeting, Greeting, Welcoming – Gap-filling Exercise

Fill in the gaps from memory after listening to and repeating the dialogue in the 'Audio File' several times.

A: Hello. Let me **introduce myself** I'm Sue.

B: Hi Sue. My James.

A: Nice to

B: to too.

A:, I think we last year.

B: Oh, that's I now.

A: It's good to you

B: And you!

A: is your, Bob?

B: He's very He sends

A: Please him my best wishes too. So, to London.

B: Thank you very much. It's nice to

A: you a good trip?

B: It was o.k. My was a little

A: Please have a and make comfortable.

B: Thanks.

A: May I you to drink?

B: Yes, some coffee, please.

A: are.

B: This great. Thanks



A: You're

B: I some milk?

A: Sure. The milk is yourself. you
..... some biscuits?

B: No, I'm not Thank you.

A: go and my colleagues?

B: Yes, that's a do that.