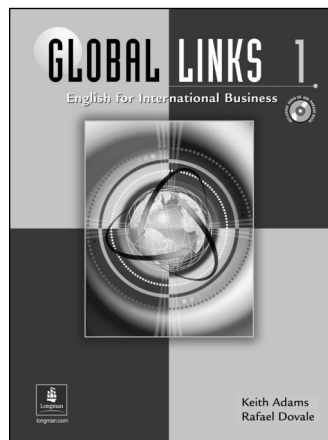


#1 | Would you like something to drink?

Level:	Beginner
Time:	20-25 minutes
Activity Type:	Gap-fill/ (controlled) conversation practice
Focus:	Basic introductions/socializing
Taken from:	Global Links 1 Teachers' Book
Visit:	www.longman.com/globallinks



Method

- 1 Establish the situation: Mr./ Ms. B is visiting the office of Mr./ Ms. A. A meets B at the office reception.
- 2 Check students' comprehension of the key words and phrases listed in the box.
- 3 In pairs, students complete the written conversation by filling the gaps with the words/ phrases from the box and their own ideas.
- 4 Check the suitability of students' answers.
- 5 Students practice the completed dialogue in pairs. Students should then swap roles.
- 6 With books closed get students to improvise as slight variations to the same basic situation are introduced, e.g. B visits the office with two other colleagues, B is late, etc.

#1 Would you like something to drink?

Personalized Conversation

2. Read the situation and the conversation below. Then fill in the blanks. Use words from the box and your own ideas.

Pleased/Nice/Glad	coffee/iced coffee/tea/iced tea/soda
What kind would you like?	cream/sugar/lemon
Would you mind?	director/president/department
I'd like/I'd prefer	head/our chief engineer/boss

Situation: Speaker B has given a sales presentation at Speaker A's company. Now they're socializing after the meeting. Speaker A introduces himself or herself to Speaker B and offers something to drink.

A: Hello, Mr./Ms. _____. (name) I'm _____. (name)

B: _____ to meet you, Mr./Ms. _____. (name)

A: _____ you like something to drink?

B: Thanks. _____ some _____, please.

A: _____ or _____?

B: _____, please.

A: Fine, just a minute. (*Goes to get the drinks and returns.*)

B: Ah, thank you.

A: Oh, there's our _____, Mr./Ms. _____. (name)

B: I'd _____ meet him/her. _____ introducing me, please?

A: I'd be happy to.

B: Thank you.

2. Practice the conversation with a partner. Then switch roles.