

Total English

Starter

Welcome a visitor to work

1 Complete the conversation with words from the box.

would you like I'd please come thank biscuit

Jane: Please, ¹ _____ in. Sit down. What ² _____ you like to drink?

Mr Rod: ³ _____ like a tea, please.

Jane: Would you ⁴ _____ milk and sugar?

Mr Rod: No, ⁵ _____ you.

Jane: Would ⁶ _____ like a cake or a ⁷ _____?

Mr Rod: Yes, ⁸ _____

2 Work with a partner.

Student A: You are a visitor to Student A's university.

Student B: Welcome Student A to the university. Offer drinks and snacks from the menu below.

fruit juice

tea

coffee

fruit

sandwiches

cakes and biscuits

Write your conversation below and practise saying it.

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TEACHER'S NOTES:

Aim: to provide further practice of *would like* and welcoming a visitor to your place of work. This worksheet is designed to be used in conjunction with unit 7.3.

Time: 40 minutes

Materials: copy of the worksheet for each student

- 1 Students read the conversation and fill in the gaps. Elicit answers from the class.

Answers: 1 come; 2 would; 3 I'd; 4 like; 5 thank; 6 you;
7 biscuit; 8 please

- 2 Students make up their own welcoming conversations where they offer their visitor refreshments. Monitor as they work to encourage them to be creative and try out the target language. Students write down the dialogue and then act it out with each other.

