KA-Consultants Ltd.
Do you have the drive to learn?
QuickFix
ENGLISH REFERENCE SHEET

BEGINNERS · BG38 · ENTRY 1

Having a Short Conversation: Asking and Answering

Start a conversation, keep it going and end it politely.

Supports Adult ESOL and Functional Skills English · Entry 1

In this sheet you will

- start: Hi, how are you? Nice to meet you.
- keep going: answer in full sentences and ask: And you?
- end politely: Nice talking to you. See you next week.

Next sheet: BG39 Digraphs: sh, ch, th

About this series

Free, practical English worksheets for adult learners, in class or at home. Practise speaking, listening, reading and writing through everyday situations.

Our philosophy

We help you understand, practise and grow in confidence.

Find more sheets for beginners

Scan the QR code, or go to www.ka-consultants.com/quickfix and choose Beginners.

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LEARN A conversation has three parts

1. Start	2. Keep going	3. End
Hi, how are you?	Really?	Nice talking to you.
I'm fine, thanks.	That's nice.	See you next week.
Nice to meet you.	And you?	Bye!
	What about you?	

Give more than one word. Then ask a question back.
Where do you live? *In Salford.* → **I live in Salford. And you?**

Questions to keep going:
Where do you live? What do you do? Do you like …? What do you do at the weekend?

LISTEN Listen to Wei and Li Na. Tick the expressions you hear. A name may be included.

Teacher: *the script is in the teacher area. Audio: Quick Fix Listening, BG38.*

☐ **Hi, how are you?**	☐ **Nice to meet you.**
☐ **Really?**	☐ **And you?**
☐ **What about you?**	☐ **See you next week.**

SAY IT Listen and repeat. Then practise with a partner.

Wei Hi, Li Na. **How are you?**
Li Na I'm fine, thanks. **And you?**
Wei I'm good. What do you do at the weekend?
Li Na I go to the market. **What about you?**
Wei I play badminton.
Li Na **Really?** That's nice.
Wei Oh, my bus is here. **See you next week!**

Sound focus: Show interest: **Really?** (voice goes up) **That's nice.** (voice goes down)

Your turn. Talk for two minutes about your weekend or family. **Start. Keep going. End.**

READ Read on your own first. Then answer.

Ana: Hi, I'm Ana. I'm new in the class.
Marco: Hi, Ana. I'm Marco. Nice to meet you.
Ana: Nice to meet you too. Where are you from?
Marco: I'm from Italy. And you?
Ana: I'm from Poland. I live in Stockport.
Marco: Really? My brother lives in Stockport!
Ana: Oh, that's nice. See you on Monday!

1. This text is ☐ a conversation ☐ a menu ☐ a notice

2. Where is Marco from? He is from _____.

3. True or false? Tick.

	True	False
a) Ana is new in the class.	☐	☐
b) Ana is from Italy.	☐	☐
c) Marco's brother lives in Stockport.	☐	☐

PRACTISE 1. Put the conversation in order. Write 1 to 5.

☐	Fine, thanks. And you?
☐	Hello, Ama. How are you?
☐	Bye! See you on Friday.
☐	I'm good, thanks. Nice to see you.
☐	Nice to see you too. Bye!

2. Answer in a full sentence. Then ask a question back.

Example: *Where do you live?* **I live in Bolton. And you?**

a) What do you do at the weekend? _____

b) What food do you like? _____

USE IT Get ready for a conversation. Write your answers. Then talk to a new partner.

Where do you live? _____.

What is your job or your course? _____.

What do you like doing? _____.

I CAN Tick Yes or Not yet.

I can start a conversation.	Yes	Not yet
I can answer in full sentences and ask a question back.	Yes	Not yet
I can end a conversation politely.	Yes	Not yet