

Review 1. Useful Language for Everyday Situations (by language function). Parts 1 & 2, by michelle (2012)

Saying hello/Greetings What do you say to people you know when you meet?

Hello! / Hi! / Good morning, etc.

How are you? (Intermediate: How are you doing?)

I'm very well, thank you. And you?

I'm OK, thank you. / Not bad, thanks / Not too well = So-so ☺

Introducing people:

This is ... This is my (good) friend ...

Meeting People / Saying hello

1st, the greeting: Hello / Good morning / Good afternoon / Good evening.

2nd, say your name: My name is ... (full name)

3rd, say meeting that person is nice: Nice to meet you!

Reply: 1st, 2nd, + 3rd: Nice to meet you, too!

Saying goodbye

Goodbye! Bye! See you!

See you next week! See you later!

See you on Monday, then!

Have a nice weekend! Have a nice day!

(with / for children) See you later, alligator – In a while, crocodile!

Saying thank you

Thank you very much. / Thanks!

That you SO much!

I'm really grateful. / I appreciate, thanks.

Replies: You're welcome / Not at all / It's OK

Congratulating

Congratulations!

Happy birthday!

Happy New Year!

Wishing well

Get well soon!

Don't worry. It'll pass...

Good luck! / Best of luck!

Have a wonderful trip!

Invitations. Offerings

Would you like (something)?

(At home, you're the host and you have guests) Would you like more coffee? Would you like a drink? Would you like something to eat?

Would you like (to do something)?

Would you like to come to the cinema with us? Would you like to see the house?

(At a restaurant) Would you like to order now?

Offering your help/assistance

Can I help you?

Do you need help (with your bags)?

Shall I open the window?

Apologizing/Apologising ("Sorry") & Interrupting ("Excuse me")

I'm sorry. I can't go to your party.

Sorry, did it hurt?

I'm sorry. I didn't understand (Could you say that again?)

Excuse me, what's the way to the station?

Excuse me, could you speak more slowly? I'm learning English!

Asking for help & favo(u)rs

Beginning of Requests (asking for things, services or information)

Excuse me is often the beginning of requests. It's polite to use it!

Sorry means you know you did something bad to the other person, for instance, if you step on somebody's foot! Sometimes people use "Sorry" instead of "Excuse me".

Can you turn down the volume, please? It's too loud!

Can you turn up the volume, please? I can't hear!

Will you help me, please?

Can you help me? I'm looking for a pair of sports shoes. / a pair of trousers.

Making proposals

Let's ... Let's go! Let's call Juan! Let's start!

We could... We could go to the cinema...

We can... We can go to the Prado museum

Shall we buy Mary a present?

Shall we take Pixie home?

Giving instructions (Dando órdenes! ;) Diciendo cómo hacer algo o qué hacer) – using the

imperative (other language forms are possible, too, like "You have to", the obligation modal)

-Directions:

Where is the airport? / What's the way to the airport? / How can I get to the airport (from here)? **Go** straight on, **turn** left and **take** the 125 bus to the airport

-Rules & Paperwork:

(At schools and hospitals) **Turn off** your mobile phones, please

(On the airplane) **Fasten** your seat-belts

(In class) **Don't speak** now, please (Silence, please)

(Traffic signs) **Stop**

(At hotels and banks) **Sign** here, please.

(At schools) **Fill in** this form / Fill out this form, please

Alternatives (polite requests): **Can you** sign here, **please?** / **Could you** turn off your mobile phones?

-Cooking / Recipes

Take two pieces of bread. Spread the butter. Add the ham and the cheese. Voilá! Eat your sandwich!

Asking for permission:

Remember, "can" with "please" is for requests (asking for things/services/info) and "can" on its own is for permission. "Could" is only used for requests, it's very nice and polite.

Can I try it/this on?

Can I turn on my mobile phone?

May I use your phone? (exception, also Can I use your phone?)

Can I park there?

May I borrow your pen?

Can we leave now?

Talking about skills (abilities)

Can you cook? / Do you know how to cook? Yes, I can cook. / Yes, I can. / Yes! I'm a very good cook!

Can you sing? / Do you know how to sing? No, I can't sing. / No, I can't. / No! I'm a very bad singer!

Are you good at languages? Yes, I am! / No, I'm not! / So-so / (a la gallega) It depends!

Are you good at speaking English? Definitely! I'm really good! :P

Requests. Asking for things & services. Ordering (*Pedir*, it's not *ordenar*)

Could I have ...? Can I have ..., please? (Shops, restaurants, everywhere!)

(At the clothes shop) *I'm looking for a ... / I need a ...*

(Restaurants, pubs/bars) **I'd like a coffee, please** = *I would like a coffee / I'll have a coffee, thank you* (spontaneous decision) / *Could I have a coffee?*

(At a hotel) *Can I have a double room with ensuite bathroom, please? Can you wake me up at 8 am? Can I have my key, please? (Here's your key) I'd like a single room with views to the park.*

(In a polite letter) *Could you send me some information about...?*

Asking for information - What's ...?

What's your name?, What's that?, What's your address, What's your phone number?, What's your email address? Or Are you on email?, What's the time?, also What time is it?, What's your nationality?, What's your favo(u)rite ... day of the week, season, time of day, colo(u)r, movie, book, trip...? What's the book about? The story is about two people... What's the movie about? It's the story of two people. What are you talking about? What are you arguing about?!

(Likes and dislikes) **Do you like...? & Do you like ...-ing?**

Do you like shopping? Do you like sushi? Do you enjoy learning languages? What do you love? Or What do you like (the) most? I love chocolate! I love dancing! What don't you like? What do you dislike? I don't like onions! What do you hate? I hate Sunday evenings! Or I hate Sundays! What do you like? Do you like it? (the drink, the Thai rice) Present: I love it! / I hate it! For past events: I loved it (the movie) / I hated it! (the book)

(Time) **What time...? / When...?**

What time do you get up?, When do you finish work?, What time did you get to the office yesterday?, What time did you arrive at the office yesterday? When did you visit María? Last summer. When's your birthday? My birthday's on the 2nd of July. When were you born? I was born on the 31st of August, 1985). When did you meet your partner/lover? When are the lessons? = When do the lessons start? = What time are the lessons? = What time do the lessons start? / When is the course? = When does the course start?

(Quantity in the plural) **How many...?**

How many people are in class? "People" is a plural! How many brothers or sisters do you have? or have you got?, How many eggs do you need? How many pieces of fruit do you have a day?

(Prices, Quantity for mass) **How much...?**

How much is that/it?, *How much money do you have? or have you got?, How much time do we have now?, How much milk would you like? How much water do you drink a day?*

(Places)

Where's the station? How can I get to the station? Where can I try this on? Where can I pay? Where is the toilet, please? Where were you born? I was born in Torrejón, Spain.

(At home before shopping)

Is there any bread? / Are there any beers? / Do we need anything? I'm going to the shops / I'm going shopping (for food and drinks and things for the house!)

(Frequency) **How often...?**

How often do you drink water?, How often do you go to English classes? How often do you meet your friends? How often do you go to the cinema? ...do you go out for a meal? (lunch, dinner)

(People)

Who is it? Who's that? Who are those people? What is his/her name? What are their names?

(Age) **How old ...?**

How old are you? – I'm 16. How old is your dad? He's 45 / He's 45 years old.

(Origin)

*Where are you from? Where are they from? Where do you come from? What's your nationality?
Where were you born? Where was your friend born?*

(Possession) **Whose is this? Whose are these?**

Compare *Whose is this?* with *Who's this/that?*

That's Michelle's! That's the teacher's! That's mine!) Do you have / Have you got any brothers or sisters / siblings? Do you have a car? / Have you got a car? Do you have enough money for a cab? Have you got enough money for a taxi? Do you have friends here? / Have you got any friends here? Do you have time for a drink? / Have you got time for a drink? I've got ... and I have ... are good answers. I don't have a/any... or I haven't got a/any...

A few tips on tenses

Using the **present continuous** & the **present simple** with **main verb "do"**

What are you doing? (now/at the moment) – *Qué estás haciendo*

What do you do? – *¿Trabajas o estudias? = ¿Qué haces?*

BE CAREFUL: How are you doing? is informal = **How are you?**

Using the **past simple** (not the present perfect!) – when actions are finished, **complete!**

Sorry, what did you say? = Qué has dicho (en inglés es como en español gallego o latinoamericano: qué dijiste)

What did you buy? = Qué te has comprado

Future expressions

Plans, intentions: *be + going to + V*

What are we going to do today? We're going to speak English.

What are you going to do next summer?

Where are you going to go? Or (dos "go" no molan) Where are you going? (simplified)

Who are you going to invite to the party?

Predictions, not certain

What are you going to do this evening? (asking about intentions, plans)

I'll study (uncertain, it's like saying "I suppose", "I think")

I'm going to study (certain, it's a plan)

More...

For more on the **future**, check out my notes at

http://www.talkingpeople.net/tp/func_gram/gramwebs/future01.htm

If you want to review questions and answers in the **present** and in the **past**, check out the corresponding episodes here, including Writing Postcards:

<http://www.talkingpeople.net/tp/usefullanguage/elementary/elementary.html>