



FIRST MEETING



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Expemo code:

16R6-U2H8-8P73



1

Warm-up

Introduce yourself to the person next to you.

Student A: Hi, I'm ...

Student B: Nice to meet you.

Student A: Nice to meet you, too.

2

Welcome to our company!

Complete the conversation.

Nice to meet you, too.

this is

What's your name?

Where are you from?

Who are you with?

Mark: Hello, My name is Mark Schultz. What's your name? ¹

James: I'm James Percy, from Microsoft.

Mark: Nice to meet you James. And welcome to our company!

James: Thank you.

Mark: Where are you from? ²

James: I'm from the United States. And you?

Mark: I'm from Berlin. Who are you with? ³

James: I'm with my boss, Mr Gray. He isn't here at the moment. He's in the conference room.

Mark: James, this is ⁴ Maria. She is our marketing manager.

James: Nice to meet you, Maria.

Maria: Nice to meet you, too. ⁵



Match the questions with the answers:

1. How do you do? ~~_____~~ a. Pleased to meet you.
2. Are you here on business? ~~_____~~ b. Yes, I am. / No, I'm not. I'm Mr Sanders.
3. Excuse me, are you Mr Fox? ~~_____~~ c. Yes, I am. / No, I'm on holiday.

3

Verb 'be'

Complete the table and the conversation below.

affirmative forms	negative forms	questions
I am (<u>I'm</u>) You are (<u>you're</u> ²) He/she/it is (<u>it's</u> ³)	I am not (I'm not) You are not (You aren't) He/she/it is not (<u>isn't</u> ⁴)	Am I? <u>are you</u> ⁵ ? Is he/she/it?

Short answers

Yes, I am. / No, i'm not ⁶.

Yes, you are. / No, aren't ⁷.

Yes, he is. / No, he isn't.

A: Excuse me, are you Mr Fox?

B: No, i'm not . I'm [name] from [company].

A: I'm [name] from [company]. How do you do?

B: Pleased to meet you.

A: Welcome to our company!

B: Thank you.

A: Where are you from?

B: I'm from [country or city]. And you?

A: I'm from [country or city]. Who is he here with?

B: I'm with my boss. He isn't here at the moment. He's in the conference room.

B: [name], this is [name]. [name] is our [job title].

A: Nice to meet you, [name].

C: Nice to meet you, too.

Practise the conversation. Use your real names, positions and countries or cities.