

Topic: Introducing Someone

Objective:

Learn how to introduce someone in a simple way and respond to introductions.

1. Basic Phrases for Introducing Someone

A. Informal Introductions (Friends, Family, Casual Situations)

- ✓ "This is [name]." → "This is Jake."
- ✓ "Meet [name]." → "Meet Sarah."
- ✓ "Hey, [name], this is [name]." → "Hey, Tom, this is Lisa."
- ✓ "I'd like you to meet [name]." → "I'd like you to meet my brother, John."

B. Formal Introductions (Work, Business, Professional Situations)

- ✓ "Let me introduce you to [name]." → "Let me introduce you to Mr. Smith."
- ✓ "I'd like to introduce you to [name]." → "I'd like to introduce you to Dr. Brown."
- ✓ "May I introduce [name]?" → "May I introduce our new colleague, Emma?"
- ✓ "[Name], this is [name]." → "Mr. Lee, this is our manager, Ms. Davis."

2. How to Respond to an Introduction

A. Informal Responses

- ✓ "Nice to meet you!"
- ✓ "Great to meet you!"
- ✓ "Hey! Nice to meet you."
- ✓ "Hi! It's great to meet you."
- ✓ "Cool! Nice to meet you."

B. Formal Responses

- ✓ "It's a pleasure to meet you."
- ✓ "Nice to meet you, too."
- ✓ "I'm pleased to meet you."
- ✓ "It's an honor to meet you."
- ✓ "Glad to meet you."

Dialogue examples

1. Friends Meeting

Mike: Hi, Lisa! How are you?

Lisa: Hi, Mike! I'm good. And you?

Mike: I'm great! This is my friend, Jake.

Lisa: Nice to meet you, Jake!

Jake: Nice to meet you too, Lisa.

Lisa: I have to go now. Say hi to your sister for me.

Mike: I will! Bye, Lisa!

Lisa: Bye!

2. Work Introduction

Mr. Carter: Good morning, Ms. Lopez. How are you?

Ms. Lopez: Good morning! I'm fine, thank you. And you?

Mr. Carter: I'm good. This is James, our new team member.

Ms. Lopez: Nice to meet you, James.

James: Nice to meet you too.

Ms. Lopez: Welcome to the team!

James: Thank you!

Ms. Lopez: I have a meeting now. See you later!

Mr. Carter: See you!

3. Family Introduction

Anna: Hi, Grandma! How are you?

Grandma: Hello, Anna! I'm fine. And you?

Anna: I'm good! This is my boyfriend, Tom.

Grandma: Nice to meet you, Tom!

Tom: Nice to meet you too!

Anna: Mom says hello.

Grandma: Oh, tell her I say hello too!

Anna: I will! We have to go now.

Grandma: Okay, take care!

Tom: Bye!

Anna: Bye, Grandma!

4. Meeting at an Event

David: Hi, Sophia! How are you?

Sophia: Hi, David! I'm good. And you?

David: I'm good too. This is my colleague, Emma.

Sophia: Nice to meet you, Emma!

Emma: Nice to meet you too.

Sophia: David, my brother says hello.

David: Oh, say hello to him for me!

Sophia: I will! I have to go now.

David: Okay! See you soon.

Emma: Bye!

Sophia: Bye!