



51Talk
无忧英语

Unit 1 Phone calls

LESSON 4 **You have a missed call**

LEARNING OBJECTIVE
In this lesson, you will learn to call
someone back.

1 Warm-up

Do you sometimes have missed calls?



2 New words and expressions

Matching game

1.



arrangement

2.



3.



4.



5.



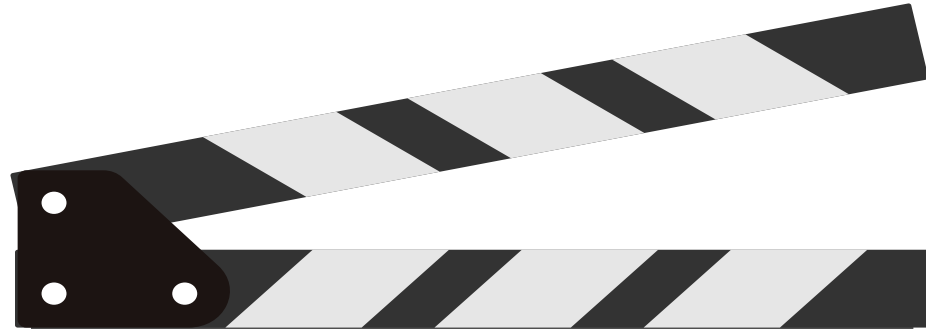
presentation
[ˌprez(ə)n'teɪʃ(ə)n]
missed [mɪst] call
business ['bɪznɪs] trip
voice [vɔɪs] message
arrangement
[ə'reɪndʒmənt]

Let's go through the sentences. Pay attention to the words in red.

- Tony is giving a **presentation** to the company's sales department.
- I have a **missed call** on my phone, but I don't know who it's from.
- Mr. Clark is going to the airport for another **business trip**.
- Tracy left her phone at home, so she had a lot of **voice messages** when she came home.
- My secretary is checking today's **arrangements** for me.

3 Speaking naturally

1. Conversation setting



Who:
Tom (the general manager of
a company) and Julia (Tom's
secretary)

Where:
In the office

Talking about:
Tom's missed call today



Let's see what Tom's missed call was about.

3 Speaking naturally

2. Conversation and activity

Julia: Hi, Tom. How was the meeting?

Tom: It was good. There were some interesting **presentations**.

Julia: That's good to hear. By the way, you have a **missed call**.

Tom: Who is it from?

Julia: It's from Mr. Clark.

Tom: Oh, that's right. He wanted to talk about the **business trip** we're going to take next week.

Julia: Yes, he left you a **voice message**. He wanted to know about the **arrangements** of the business trip.

Tom: Thank you, Julia. I'll call him back when I have time.

Julia: My pleasure. Tell me if there is anything I can do to help.

Which of the following is not mentioned in the conversation?

1.



2.



3.



4.



3 Speaking naturally

3. Conversation and comprehension

Julia: Hi, Tom. How was the meeting?

Tom: It was good. There were some interesting **presentations**.

Julia: That's good to hear. By the way, you have a **missed call**.

Tom: Who is it from?

Julia: It's from Mr. Clark.

Tom: Oh, that's right. He wanted to talk about the **business trip** we're going to take next week.

Julia: Yes, he left you a **voice message**. He wanted to know about the **arrangements** of the business trip.

Tom: Thank you, Julia. I'll call him back when I have time.

Julia: My pleasure. Tell me if there is anything I can do to help.

Answer the questions:

1. How was the meeting? Why?
It was ..., because there were ...
2. What did Mr. Clark want to talk about on the phone?
He wanted to ...

3 Speaking naturally

4. Practice

Julia: Hi, Tom. How was the meeting?

Tom: It was good. There were some interesting _____.

Julia: That's good to hear. By the way, you have a _____.

Tom: Who is it from?

Julia: It's from Mr. Clark.

Tom: Oh, that's right. He wanted to talk about the
_____ we're going to take next week.

Julia: Yes, he left you a _____. He wanted to know
about the _____ of the business trip.

Tom: Thank you, Julia. I'll call him back when I have time.

Julia: My pleasure. Tell me if there is anything I can do to help.



4 Task

Speak out

Teacher Hi, ... (student's name) When was the last time you missed an important call?

It was ... **You**

Teacher ...

... **You**

Teacher ...

... **You**

Word tips

- on a business trip
- leave a voice message/
send a text message/call back
- the arrangements of
- meeting/presentation

5 Summary

What did you learn in this lesson?

Words and phrases:



Sentences:



Let's check the next page!

5 Summary

You have learned the following vocabulary and sentence patterns to call someone back.

Words and phrases:



presentation



arrangement



missed call



business trip



voice message

Sentence patterns:

You have a missed call (from ...)

(Make a sentence)

... left you a voice message.

(Make a sentence)

