



# Giving Directions to the Office

Business > Intermediate 6



## Exercise 1 – Reading

*Read the dialogue aloud with your tutor and check your understanding.*

**Nina:** Hello, this is Nina Richards. I called yesterday to make an appointment for today.

**Secretary:** Hello, Ms. Richards, good to hear from you. How may I help?

**Nina:** I am trying to get to your office, but I think I got a little lost. I know your office is downtown, and I'm standing in front of the shopping center, but I'm not sure where to go from here. Could you give me some directions?

**Secretary:** Certainly, I'd be glad to. First, look for a big billboard with a cellphone ad. Can you see it?

**Nina:** Yes, I see it.

**Secretary:** Great. You should go in that direction. Go past the mall and take a left at the corner with the newsstand. Does that make sense?

**Nina:** Yes, so far so good.



**Secretary:** Then just walk straight and take the third right and you're there.

**Nina:** Ok, I got it. Sorry for the trouble.

**Secretary:** No problem at all. I will be here waiting for you at the front desk.

**Nina:** Thanks a lot! See you soon.

### **Check your understanding:**

1. Why did Nina call the law firm?
2. In what area is the law firm located?
3. What was the first point of reference that the secretary gave?



## Exercise 2 – Learning

### Useful Expressions

- Go straight ahead.
- Take a left/right/U-turn.
- Can you see a supermarket up ahead/on your right/on your left/behind you?
- Walk straight till you see...
- You will notice/see...
- Look for the...
- Go past the...
- Go straight until you reach...



## Exercise 3 – Role Play

*Take turns with your tutor and act out the scene described below.*

**Scene:** Somebody calls to ask for directions to get to your office. Help that person get there. Your teacher will act as the caller.



## Exercise 4 – Discussion

*Discuss the following questions with your tutor.*

1. Have you ever got lost? How did you find your way?
2. Do you use maps when travelling? Why? Why not?
3. What would you do if a foreigner got lost and could not understand your directions?