

The structure *looking forward to*

GRAMMAR

LEVEL
Lower-intermediate

NUMBER
EN_BE_2323G

LANGUAGE
English

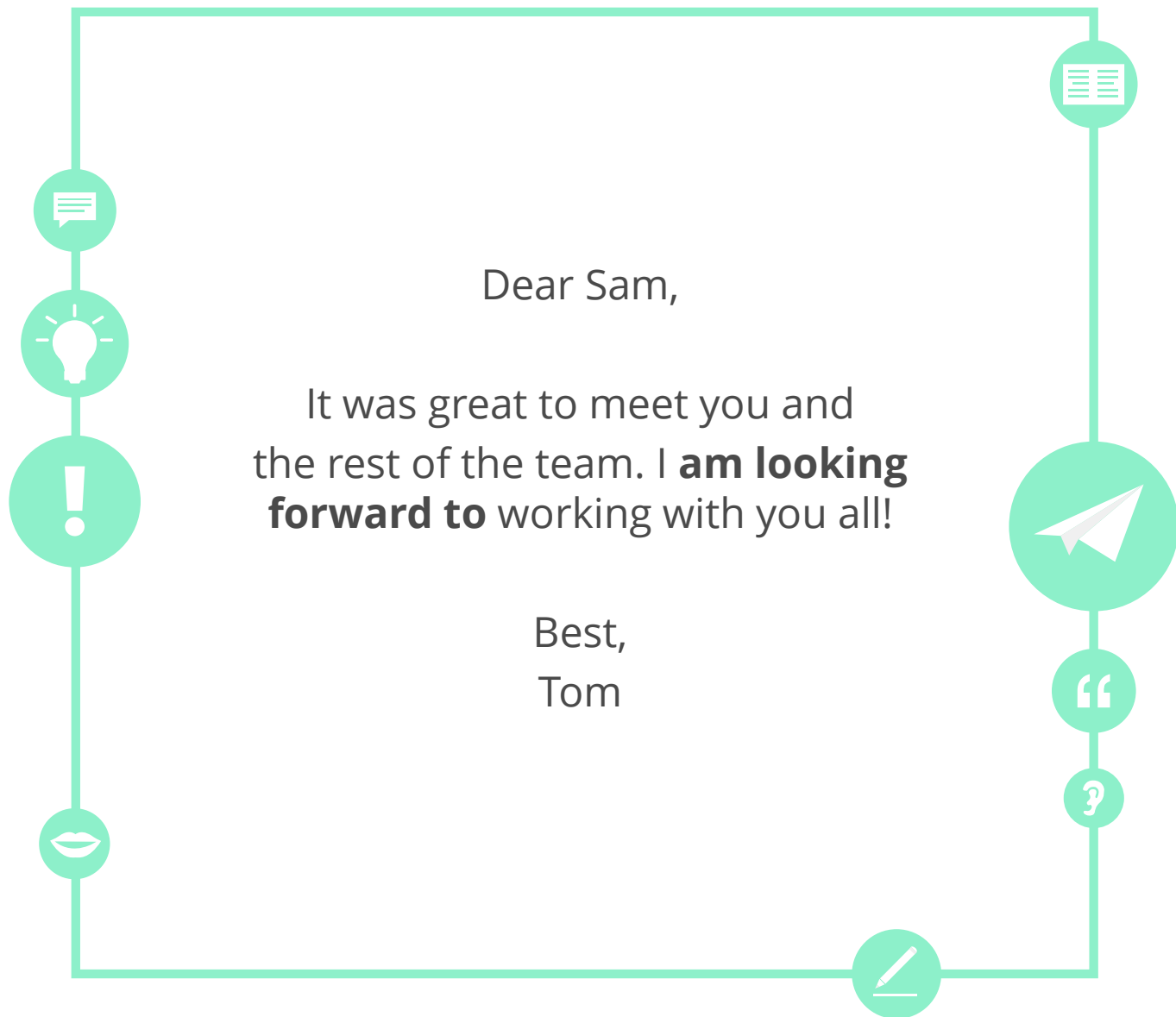




Goals

- Can identify different forms of the expression 'to be looking forward to'.
- Can correctly construct short sentences with 'to be looking forward to'.







Preview and warm-up

In this lesson, you will learn the structure *looking forward to*.



He **is looking forward to** his new job and meeting the team.



To be looking forward to

- We use this expression when we are **pleased** or **excited** about something that is going to **happen in the future**.

| subject | to be | looking forward to |
|---------|-------|--------------------|
| I | am | looking forward to |
| You | are | looking forward to |
| He/she | is | looking forward to |
| We | are | looking forward to |
| They | are | looking forward to |



To be looking forward to + noun

- A noun can follow *to be looking forward to*:



Are you looking forward to **the new opportunity**?

He isn't looking forward to **the company retreat**.



I am looking forward to **my holiday**.



Make a complete sentence using *looking forward to*

1. Stephen / training session



2. They / interview



3. John / graduation



4. We not / new project



5. You / work trip?



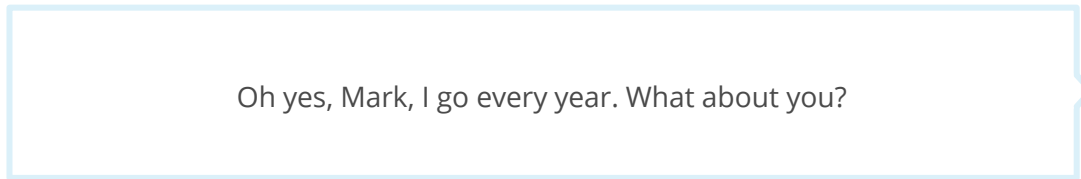


Dialogue

Read through the following dialogue between two colleagues



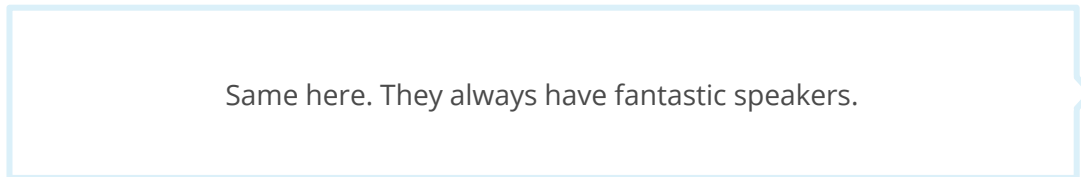
Hey Jane! Are you looking forward to the conference?



Oh yes, Mark, I go every year. What about you?



Me too! I'm really looking forward to the keynote speech.



Same here. They always have fantastic speakers.



Role play

Now imagine these two colleagues are talking about going to a work event. Choose an event and role play the discussion. Use the previous slide to help you





Discuss

Your company has organised these events. Which are you most looking forward to? Which are you least looking forward to?





To be looking forward to + verb ending in -ing

- A verb in the *-ing* form can also follow *to be looking forward to*:



Are they looking forward to **moving** to a new location?

What are you looking forward to **doing** in your new position?



We are looking forward to **interviewing** new candidates.



Make a complete sentence using *looking forward to*

1. Tom / attend the conference



2. I / receive your email



3. Chris / go on holiday



4. You / see them?



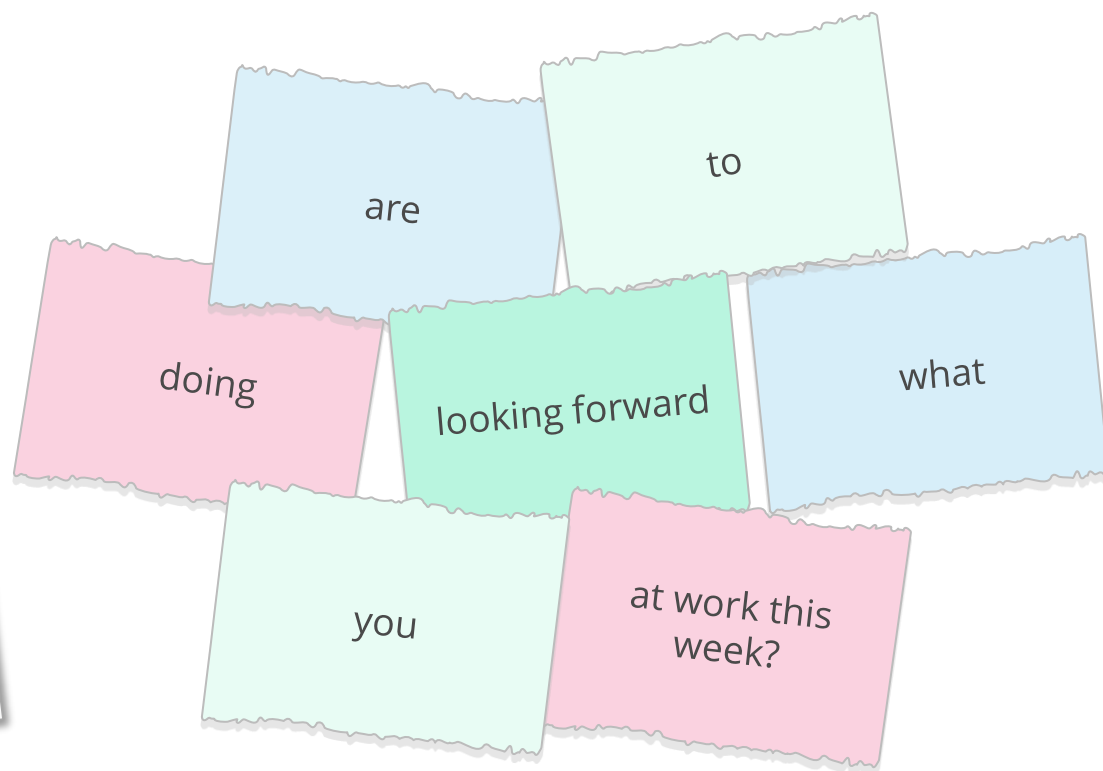
5. They / have the meeting





Unscramble

Use the words to form a question and then discuss your answer with a partner





Tell a story

Use each picture to decide what each person is *looking forward to*



Sarah



Adam



Liz



Bernard



Your turn!

**What are you
most looking
forward to doing?**

At work?

In the future?

At home?



Looking forward to it!

- In informal writing, it is common to use just “**looking forward**”.
- See some common expressions below that use just “looking forward.”

Looking forward to seeing you.

Looking forward to hearing from you.

Looking forward to receiving it.

Looking forward to the result.

Looking forward to next year.

Looking forward to the response.





Match the phrase to the picture

1. Looking forward to my holiday

2. Looking forward to lunch

3. Looking forward to your email

4. Looking forward to meeting!

5. Looking forward to reading that!

6. Not looking forward to calling him!

A



C



E



B



D



F





Write

Think of an appropriate informal phrase to include in an email in response to each of these

Your colleague is sending you a gift

Your friend is visiting from another country

You have joined a new team at work



Will it happen?

- We used the expression *looking forward to* to show that we are pleased or excited about something that **we expect to happen** in the future.
- We use *want to* or *would like to* to show that **we wish for something to happen** in the future.

| Expect | Wish |
|---|--|
| I am looking forward to starting the job. | I would like to learn more about the job. |
| I am looking forward to the results | I want to see the results. |



want to

- We use *want to* to express a **desire**.
- This expression is always followed by a verb in the **infinitive form**

- Remember to make the subject and verb agree!
- *Want to* is a **stronger** expression than *would like to*

- I want to go on vacation.
- She wants to win an award.
- The department wants to hire a new manager.
- My supervisor wants to arrive first.



would like to

- We use the expression *would like to* to also express a desire.
- Notice that this has the same meaning as the expression *want to*

- This expression is always followed by a verb in the **infinitive form**.
- *Would like to* is considered more polite.
- We often use this expression to ask someone for something.

- I would like to order a new desk.
- They would like to find a new team member.
- We would like to invite everyone.
- Would you like to go to lunch?



Transform the sentences with *would like to*

1. The team wants to have a larger space.



2. The client wants to improve the brand image.



3. He wants to schedule a meeting.



4. She wants to know more about the company.



5. Do you want to go to the conference?





Transform the sentences with *want to*

1. The team would like to find a new manager.



2. I would like to avoid heavy traffic.



3. Would you like to leave work early?



4. We would like to get drinks after work.



5. They would like to do a good job.





In a professional setting

You are meeting with a potential employer. Use the words below to politely request more information about the job

job duties

salary

team

office

schedule

projects



Speaking

What is something you....



1 are looking forward to?

2 want to do?

3 would like to do?



Reflect on the goals

Go back to the second slide of the lesson and check if you have achieved all the goals of the lesson.

yes

no





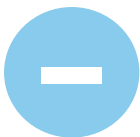
Reflect on this lesson

Think about everything you have seen in this lesson.
What were the most difficult activities or words? The easiest?









If you have time, go over
the most difficult slides again



Answer key

p7

1. Stephen is looking forward to the training
2. They are looking forward to the interview
3. John is looking forward to his graduation
4. We are not looking forward to the new project
5. Are you looking forward to your work trip?

p12

1. Tom is looking forward to attending the conference
2. I am looking forward to receiving your email
3. Chris is looking forward to going on vacation
4. Are you looking forward to seeing them?
5. They are looking forward to having the meeting

p13

What are you looking forward to doing at work this week?



Answer key

p17

1. C
2. E
3. A
4. B
5. D
6. F

p22

1. The team would like to have a larger space
2. The client would like to improve the brand image
3. He would like to schedule a meeting
4. She would like to know more about the company
5. Would you like to go to the conference?

p23

1. The team wants to find a new manager
2. I want to avoid heavy traffic
3. Do you want to leave work early?
4. We want to get drinks after work
5. They want to do a good job





Matching

A

I am going on a trip. I am looking forward to...

B

He received good feedback on his annual review. He is looking forward to a...

C

She had a successful interview. She is looking forward to a new...

D

The client was satisfied with the presentation. The company is looking forward to a new...

1. **job**

2. **vacation**

3. **promotion**

4. **contract**



Writing

Use the words and phrases below to describe things that you are looking forward to.

next month

learning English

vacation

next year

meeting

promotion





Homework answer key

A-2; B-3; C-1; D-4

