



Clase 4

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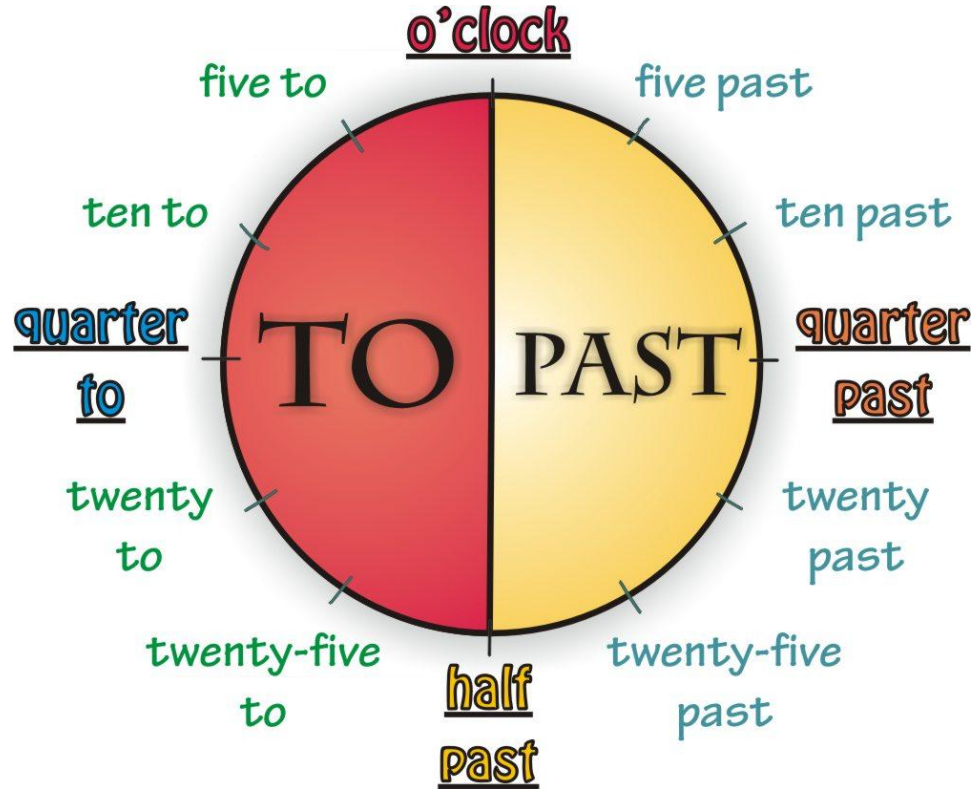
# Inglés

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# Adverbs of frequency

again and again	always	annually
biannually	constantly	continually
continuously	daily	ever
every day/Saturday/week/month/year, etc.	every now and then/again	every other/second day/week
frequently	from time to time	
generally	hardly ever	habitually
hourly	incessantly	infrequently
invariably	monthly	never
normally	now and again	now and then
occasionally	often	on and off/off and on
once a week/month, etc.	once in a while	ordinarily
over and over again	permanently	rarely
regularly	repeatedly	scarcely
sometimes	seldom	time and again
twice a day/week, etc.	usually	weekly
yearly		

# Telling the time



## Days of the week

### Days of the Week



Monday  
Tuesday  
Wednesday  
Thursday  
Friday  
Saturday  
Sunday

Days of the week  
always start with a  
**CAPITAL  
LETTER**

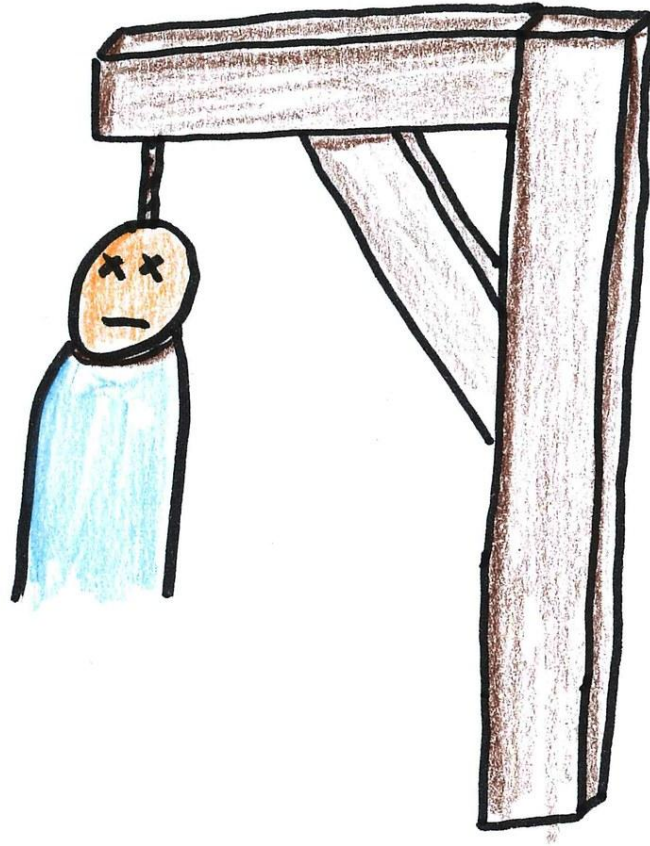
monday ✗  
Monday ✓

tuesday ✗  
Tuesday ✓

Saturday  
+  
Sunday  
=  
*the weekend*

[www.grammar.cl](http://www.grammar.cl) [www.woodwardenglish.com](http://www.woodwardenglish.com) [www.vocabulary.cl](http://www.vocabulary.cl)

# Hangman



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## On the phone



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## On the phone II





# Roleplay





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## On the phone III

- **Opening a call**

This is \_\_\_\_\_ from \_\_\_\_\_ / It's \_\_\_\_\_ from \_\_\_\_\_

I'm calling about/because \_\_\_\_\_

- **Getting through to the right person**

Could I speak with \_\_\_\_\_?

Can I leave a message, please?

Can you ask him to call me later, please?

Oh, ok. I'll try later

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## On the phone III

- **Taking a call**

Good morning. Medac. Pepe speaking. How can I help you?

I'll put you through to\_\_\_\_\_

Sorry, she's unavailable at the moment

- **Calling someone back**

I'm sorry I am really busy at the moment. Can I call you back?

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## On the phone III

- **Ending the call**

Is there anything else I can help you with today? / Thank you for your time

/ Thank you for calling

- **Communication problems**

Could you repeat that, please? / This is a really bad line / Could you speak

a bit more slowly?

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## On the phone III

- **Messages**

Can I take a message? / I'll make sure he/she gets your message

- **Answering machines**

You've reached IT Consultants. Our normal office hours are 9 to 5,  
Mondays to Fridays. Please leave your message after the tone

This is \_\_\_\_\_. I'm calling about...

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## On the phone III

- **Making arrangements**

Suggesting a meeting: *I was wondering if you might have time to meet next week*

Suggesting time and places: *When would it suit you?*

Reacting to suggestions: *I'm afraid Monday is bad for me / Yes, that would be good for me.*

Confirming an arrangement: *Ok, I'll see you on Tuesday at 9 am, then*

Changing arrangements: *I was wondering if we could reschedule our appointment*

Being late for an appointment: *I'm afraid I might be a few minutes late*

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## On the phone III

- **Vocabulary**

Wrong number: *it's when you dial an incorrect telephone number.*

Missed call: *it's when somebody calls you and you cannot answer the call at that moment.*

To hold on/ to hang on: *to wait*

To hang up/ to ring off: *to finish the call by breaking the connection*

To ring up: *to make a phone call*

To pick up the phone: *to answer the phone*

To call back: *to return a phone call*

To put through: *to connect your call to another telephone*

To get through to: *to contact on the phone the person you want to talk to*





# Pronunciation 1

A a	B b	C c	D d	E e	F f	G g	H h	I i
a	bee	cee	dee	e	ef	gee	(h)aitch	i
[eɪ]	[bi:]	[si:]	[di:]	[i:]	[ɛf]	[dʒi:]	[(h)eɪtʃ]	[aɪ]
J j	K k	L l	M m	N n	O o	P p	Q q	R r
jay	kay	el	em	en	o	pee	cue	ar
[dʒeɪ]	[keɪ]	[ɛl]	[ɛm]	[ɛn]	[ou]	[pi:]	[kju:]	[ɑ:/ɑr]
S s	T t	U u	V v	W w	X x	Y y	Z z	
ess	tee	u	vee	double-u	ex	wy(e)	zed/zee	
[ɛs]	[ti:]	[ju:]	[vi:]	['dʌbəlju:]	[ɛks]	[waɪ]	[zɛd/zi:]	

# Pronunciation 2

LETTERS	SOUNDS	EXAMPLES	LETTERS	SOUNDS	EXAMPLES
b	[b]	bee/sob	s/ss/c	[s]	sock/lass/city
c/k/ck/q	[kʰ/k]	car/skill/quack	sh/s/ti	[ʃ]	share/sure/emotion
ch/t	[tʃʰ/tʃ]	chain/nature	t	[tʰ/t]	tea/stick/let
d	[d]	dog	th	[θ]	three/fifth
f/ff/gh/ph	[f]	faff/tough/photo	th	[ð]	the/mother
g	[g]	grand	v/f	[v]	voice/of
h	[h]	hand	w/u	[w]	wet/quiet
j/g/dg	[dʒ]	judge/gin	x	[ks/ɛks]	box/x-ray
l	[l]	laugh	y	[j]	yacht
m	[m]	moon	z	[z/s]	zoo/prose
n	[n]	note	s/ge/z	[ʒ]	measure/beige/seizure
ng/n	[ŋ]	sing/linger/drink	ch	[x]	loch
p	[pʰ/p]	pig/spot/top			
r	[rʷ/ɹ/r]	read			

## Pronunciation 3

VOWELS AND EXAMPLES	SOUNDS	VOWELS AND EXAMPLES	SOUNDS
ash	[æʃ]	four	[fɔ:]
all	[ɔ:t]	foot	[fʊtʰ]
father	[ˈfɑ:ðə]	goose	[gu:s]
better	[ˈbetə]	blood	[bləd]
day	[deɪ]	bone	[bəʊn]
earth	[ɜ:θ]	cow	[kəʊ]
drink	[drɪŋkʰ]	nail	[neɪl]
eat	[i:tʰ]	bite	[baɪtʰ]
top	[tɒp]	ear	[ɪə]

# Numbers

CARDINAL NUMBERS	CARDINAL NUMBERS	ORDINAL NUMBERS	ORDINAL NUMBERS
0 zero	1 one	-	1st first
2 two	3 three	2nd second	3rd third
4 four	5 five	4th fourth	5th fifth
6 six	7 seven	6th sixth	7th seventh
8 eight	9 nine	8th eighth	9th ninth
10 ten	11 eleven	10th tenth	11th eleventh
12 twelve	13 thirteen	12th twelfth	13th thirteenth
14 fourteen	15 fifteen	14th fourteenth	15th fifteenth
16 sixteen	17 seventeen	16th sixteenth	17th seventeenth
18 eighteen	19 nineteen	18th eighteenth	19th nineteenth
20 twenty	30 thirty	20th twentieth	30th thirtieth
40 forty	50 fifty	40th fortieth	50th fiftieth
60 sixty	70 seventy	60th sixtieth	70th seventieth
80 eighty	90 ninety	80th eightieth	90th ninetieth
100 one hundred	101 one hundred and one	100th one hundredth	101st one hundred and first
1000 one thousand	1001 one thousand and one	1000th one thousandth	1001st one thousand and first
1230 one thousand two hundred and thirty	1000000 one million	1230th one thousand two hundred and thirtieth	1000000th one millionth

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# Non-compulsory

- [Alphabet](#)
- [Video 1. Can I take a message?](#) (spelling)
- [Audio 2. Time](#)
- [Video 2. Making arrangements](#) (date)

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# Vocabulary and pronunciation

- Call /kɔ:l/
- Message /'mesɪdʒ/
- Unavailable /,ʌnə'veɪlə'bɪlɪti/
- Busy /'bɪzi/
- Anything /'eniθɪŋ/
- Line /laɪn/

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# Anything/Everything/Nothing

- **Anything**

*means a thing of any kind. Use it in questions and negative sentences. It can also be used to mean I don't mind.*

- **Everything**

*means all the things. Use in affirmative, negative and interrogative sentences when we want to be inclusive.*

- **Nothing**

*means no single thing. Used as subjects of a sentence or question*



# Verbs

**Call** /kɔ:l/ *Regular*

**Speak** /spi:k/; **Spoke** /spəʊk/; **Spoken** /'spəʊk(ə)n/

**Ask** /ɑ:sk/ *Regular*

**Try** /trʌɪ/ *Regular*

**Help** /help/ *Regular*

**Put through** /pʊt/, //θru:; **Put** /pʊt/; **Put** /pʊt/

**Repeat** /rɪ'pi:t/ *Regular*

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# Verbs

**Take** /teɪk/; **Took** /tʊk/; **Taken** /'teɪk(ə)n/

**Make** /meɪk/; **Made** /meɪd/; **Made** /meɪd/

**Reach** /ri:tʃ/ **Regular**

**Suggest** /sə'dʒest/ **Regular**

**Wonder** /'wʌndə/ **Regular**

**Suit** /su:t/, **Regular**

**React** /rɪ'akt/ **Regular**

**Confirm** /kən'fə:m/ **Regular**

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# Verbs

**Change** /tʃeɪn(d)ʒ/ Regular

**Reschedule** /riːˈʃɛdjuːl/ Regular

**Dial** /dɪəl/ Regular

**Answer** /ˈɑːnsə/ Regular

**Wait** /weɪt/ Regular

**Finish** /ˈfɪnɪʃ/, Regular

**Return** /rɪˈtəːn/ Regular

**Connect** /kəˈnɛkt/ Regular

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# Verbs

**Hold** /həʊld/; **Held** /hɛld/; **Held** /hɛld/

**Hang** /hɑŋ/; **Hung** /hʌŋ/; **Hung** /hʌŋ/

**Ring** /rɪŋ/; **Rang** /rɑŋ/; **Rung** /rʌŋ/

**Pick** /pɪk/ **Regular**

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## Else

**Else** /ɛls/ es un adverbio que también se puede traducir como "más". Así como **more** /mɔ:/ que es un adjetivo.

**Else** se usa como *más* en frase interrogativas y después de pronombres.

Por ejemplo:

*Are you looking for anyone else to help you organize the party?*

*If I need something else, I'll let you know*

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## Else

**Else** también se utiliza para decir “otro” en oraciones interrogativas.

Por ejemplo:

*Where else is there a train station in this city?*

**More** significa *más* en cualquier otro caso.

Por ejemplo:

*This movie is more interesting than your book*

*We need more sugar*

Veremos más usos de **more** en otras clases.

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# Slowly

**Slowly** /'sləʊli/ significa lentamente y es un ejemplo perfecto para descubrir cómo formar adverbios. En español añadimos el sufijo *-mente*, en inglés añaden el sufijo *-ly* o *-lly*.

***Lento > Lent-a-mente // Slow > Slow-ly***

Happy > ***Happily***

Sad > ***Sadly***

General > ***Generally***



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# Modals

**Can** /kən/ ; **Could** /kʊd/: Be able to do something, have the possibility/opportunity. Used to make suggestions/offers.

**Might** /maɪt/: Expresses possibility, to ask permission/request or asking for informations.

**Would** /wʊd/ : Used to give advice, expressing desire, request or consent.

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# YOUglish

