

Arrange the sentences

- Samuel : Would you like me to help you with your new project?
- Andre : That would be great. Do you want to help with the designing or the mapping part?
- Samuel : I am good at graphic design. I prefer doing the designing part.
- Andre : Excellent! You'll be working alone on that part, is it OK for you?
- Samuel : It's OK, but I will ask others for some suggestions.
- Andre : We will have the first meeting next Friday. Could you join us?
- Samuel : Sure. I'm free on Friday.
- Andre : Please send me your personal data before the meeting so I can look at it.
- Samuel : I can send it to you soon.
- Andre : Alright. I look forward to working with you. Enjoy your week.

Practice 3

1. A. She is offering to help the man.
2. D. The woman is very pleased to help.
3. E. In the teachers' room
4. B. To inform Mr. Kusuma about her assignment
5. A. Making slides
6. B. The woman needs some help to revise her work
7. E. At the airport
8. C. To carry her bag
9. A. One
10. E. Get the man another glass.

Practice 4

1. B. That would be great.
2. B. Would you type the letter please.
3. A. Would you show me the way to the national museum.
4. D. That's very kind of you
5. C. Yes, i'm looking for a novel
6. A. Would you check the projector please
7. D. Would you design the invitation card
8. A. With pleasure
9. D. Thanks a lot dear
10. A. No thanks, i'll have somebody else lift it