

## 8 I can give personal information

Sandro is studying English in Cambridge. The receptionist needs some **information**.

|                                   |                   |
|-----------------------------------|-------------------|
| RECEPTIONIST                      | SANDRO            |
| <b>What's your family name?</b>   | ~ Bertoli.        |
| <b>And your first name?</b>       | ~ Sandro.         |
| <b>Could I have your address?</b> | ~ 45 Alfred Road. |
| <b>And the postcode?</b>          | ~ CB2 4TX.        |

### spotlight **information**

Information means facts about people or things, e.g. name, address, etc. **Information** is uncountable; don't say *an information* or *informations*.

Now the receptionist is asking Sandro about himself and his family.

|  |                                     |
|--|-------------------------------------|
| So, Sandro, <b>where are you from?</b><br>(OR <b>Where do you come from?</b> ) | ~ Italy.                            |
| <b>Whereabouts</b> in Italy?<br>(OR <b>Where</b> in Italy <b>exactly?</b> )    | ~ Pisa.                             |
| <b>What do you do</b> in Pisa?<br>(OR <b>What's your job?</b> )                | ~ <b>I'm a doctor.</b>              |
| And <b>are you married</b> or <b>single?</b>                                   | ~ I'm married.                      |
| <b>Have you got any children?</b>  | ~ Yes. A boy and a girl.            |
| <b>How old</b> are they?   | ~ The boy's six and the girl's two. |

**1** In each question, one word is in the wrong place. Correct it.

- ▶ Are married you? Are you married?
- 1 What do do you in your country? \_\_\_\_\_
  - 2 Where do come from you? \_\_\_\_\_
  - 3 Could I your address have? \_\_\_\_\_
  - 4 What's your name family? \_\_\_\_\_
  - 5 What's postcode your? \_\_\_\_\_
  - 6 How are old your children? \_\_\_\_\_
  - 7 Have you any children got? \_\_\_\_\_
  - 8 What's your name first? \_\_\_\_\_

**2** Complete the questions. (You will answer these questions in Exercise 3.)

- ▶ I need some information.
- |                                  |                          |           |
|----------------------------------|--------------------------|-----------|
| 1 What's your _____ name?        | ~ Kovács.                | ABOUT YOU |
| 2 And your _____ name?           | ~ Zsuzsa.                | _____     |
| 3 Where are you _____ ?          | ~ Hungary.               | _____     |
| 4 _____ ?                        | ~ The capital, Budapest. | _____     |
| 5 And _____ I have your address? | ~ Tarcali utca 27.       | _____     |
| 6 And the _____ ?                | ~ 1113.                  | _____     |
| 7 And what _____ you do?         | ~ I'm an engineer.       | _____     |
| 8 Are you _____ ?                | ~ No, I'm still single.  | _____     |
| 9 How _____ are you?             | ~ I'm 27.                | _____     |

**3** **ABOUT YOU** Write your answers to the questions above, or ask another student.

## 9 I can fill in a form 🎧

| Meaning   | Word  | Example  | ABOUT YOU                              |
|---|---|--|--|
| single or married man<br>married woman<br>single woman<br>single or married woman | <b>Mr</b><br><b>Mrs</b><br><b>Miss</b><br><b>Ms</b> | Miss   |  |
| family name   | <b>surname</b>                                      | Rodriguez  |  |
| first name(s)   | <b>forename(s)</b>                                  | Maria Helena   |  |
| day, month, and year you were born  | <b>date of birth</b>                                | 12 June 1985   |  |
|   | nationality   | Argentinian  |  |
| first language  | <b>mother tongue</b>                                | Spanish  |  |
|   | home address  | California 2000, Piso 12<br>Buenos Aires<br>C1289AAN |  |
| phone number during the day   | <b>daytime tel</b>                                  | [54] 11 4302 8000                                    |  |
| <b>no</b> means 'number'  | mobile <b>no</b>                                    | 0341 241248  |  |
| NOT <b>email number</b>   | <b>email address</b>                                | malena@latinoa.com.ar                                |  |
| married or single?  | <b>marital status</b>                               | single   |  |
| job   | <b>occupation</b>                                   | sports teacher                                       |  |
| elementary?<br>intermediate? etc.<br>tick = ✓                                     | <b>level of English</b><br>(please <b>tick</b> )    | elementary ✓<br>intermediate<br>advanced             | elementary<br>intermediate<br>advanced |
| your written name   | <b>signature</b>                                    | <i>Maria Rodriguez</i>                               |  |

### 1 True or false? Write T or F.

- |   |  |
|---|--|
| ▶ Miss = married or single woman <u>F</u> | 7 level = write your name _____                    |
| 1 occupation = married or single _____    | 8 marital status = married or single _____         |
| 2 Mrs = married woman _____               | 9 mother tongue = mother's name _____              |
| 3 Mr = single or married man _____        | 10 email address = where you live _____            |
| 4 surname = first name _____              | 11 date of birth = today's date _____              |
| 5 tick = ✓ _____                          | 12 daytime tel = phone number during the day _____ |
| 6 forename = family name _____            |  |

### 2 ABOUT YOU Write your information in the table above.

### 3 Test yourself. Cover the words and look at the meanings. Can you remember the words?

# 61 I can use special greetings 🎧

| Say this to someone when:   | Expression   | Response   |
|---|--|--|
| you say goodbye   | <b>have a nice day/evening</b><br><b>have a good/lovely weekend</b>          | <b>thanks, you too and you</b>                         |
| someone is going to bed   | <b>goodnight, sleep well</b>   |  |
| it's Christmas/new year/Easter<br>(Easter is a Christian festival in March or April.) | <b>happy/merry Christmas</b><br><b>happy New Year</b><br><b>happy Easter</b> | <b>happy Christmas, etc.</b><br><b>the same to you</b> |
| it's their birthday   | <b>happy birthday</b>  | thank you<br>thanks                                    |
| they've done something well or passed an exam   | <b>well done</b><br><b>congratulations</b>                                   |  |
| they are getting married or having a baby   | <b>congratulations</b> NOT <del>well done</del>                              |  |
| they are going to do something difficult, e.g. before an exam                         | <b>good luck</b> NOT <del>good lucky</del>                                   |  |
| they are going away, e.g. on holiday  | <b>have a good/nice holiday/time</b><br><b>have a good journey</b>           |  |
| someone has arrived recently, or returned home after a long time                      | <b>welcome to London</b><br><b>welcome home/back</b>                         |  |
|     | <b>cheers</b>  | <b>cheers</b>  |

## 1 Match 1 – 9 with a – j.

- |  |                        |
|--|------------------------|
| ▶ Merry Christmas! <u>  b  </u>        | a You too.             |
| 1 I'm going to New York. _____         | b The same to you. ✓   |
| 2 Cheers! _____                        | c Good luck.           |
| 3 Goodnight. _____                     | d Welcome home!        |
| 4 Hello! I'm back! _____               | e Well done!           |
| 5 I'm 21 today. _____                  | f Congratulations.     |
| 6 It's my driving test today. _____    | g Sleep well.          |
| 7 Bob and I are getting married. _____ | h Cheers!              |
| 8 I've passed my driving test. _____   | i Have a good journey. |
| 9 Have a nice evening. _____           | j Happy birthday!      |

### spotlight *cheers*

**Cheers** has two other meanings in informal, spoken English.

- 1 Thank you  
*Here's the money you lent me. ~ Oh, **cheers**.*
- 2 Goodbye  
*See you later. ~ **Cheers**.*

## 2 Complete the phrases.

- 1 Have a nice/good day \_\_\_\_\_ /e \_\_\_\_\_ /w \_\_\_\_\_ /h \_\_\_\_\_ /  
j \_\_\_\_\_ /t \_\_\_\_\_ .
- 2 Happy C \_\_\_\_\_ /E \_\_\_\_\_ /N \_\_\_\_\_ Y \_\_\_\_\_ /b \_\_\_\_\_ .
- 3 Goodn \_\_\_\_\_ /Good l \_\_\_\_\_ !/Well d \_\_\_\_\_ !/W \_\_\_\_\_ home!

## 3 Test yourself. Look at column one in the table and cover columns two and three. Can you remember the phrases and responses?