

English for Life: Speaking (A2)

Unit	Topic	Key phrases	Language	Speaking tips	Get speaking	Audio
1	Meeting people	Hi Sarah. It's great to see you! / Hiya, and you. It's been ages. / Good afternoon. How can I help you? / Good afternoon, my name's Sam Jones. / Hey, how are things? Good thanks. / It's very busy, isn't it? / You didn't like your old job, did you?	Question tags	Introducing friends / Notice how friends introduce each other / Remember to sound interested when you meet someone new	Listen to speakers 1-4 and give your response	6 tracks
2	Describing people	You know Trevor? / No, I don't think so. / Yes you do. The guy I sometimes play tennis with ... / The woman I sit next to is a know-it-all. / She's very smiley. / She has a heart of gold. / They're a funny bunch. / She's a complete control freak.	Using the word 'guys'	Negative expressions can cause offence / Use them carefully / Use the correct sentence stress and intonation to sound natural	Read the situations and prepare your responses	5 tracks
3	Talking about things	What are you wearing to the end-of-term party? / I'm wearing a long, sort of floaty dress. / I am borrowing a dress from my sister. / I am lending my dress to my sister. / What's this thing? / It's a sort of storage box. / I heard some bad things about the company. / Really? I heard they're pretty good.	borrow' and 'lend' / 'stuff' and 'things'	Stress the word that shows exaggeration / This shows which words are most important / Use uncertain intonation to show you are not completely sure about something	Listen to five questions about things you own and prepare your answers	7 tracks
4	Talking about places	Do you know where we can get a taxi? / Yeah, there's a taxi rank opposite. You can't miss it. / You should go to New York for your holiday. / Really? Isn't it very noisy and unsafe? / How was your trip? / Terrible. It was the worst weekend. / Excuse me, is there a good restaurant around here? / Yes, there's a great Italian restaurant about five minutes from here ...	Informal and formal conversations / Using pauses	Spoken questions use fewer words and simpler grammar than written questions / Use pauses when asking questions / This gives the other person time to think and reply / Use rising intonation at the end of questions / Use falling intonation at the end of a phrase	Listen to someone asking for directions and prepare appropriate answers	6 tracks
5	Making arrangements	Fancy coming round for dinner tonight? Let's say 7 p.m. / Great see you later. / Is it still OK for you to pick me up tomorrow? / Yes, no problem. / Would you be able to attend on Friday or Monday? / Shall we say Friday at 10 a.m., then? / Look forward to seeing you then. / Are you still free for lunch today?	Using 'still' to check arrangements / Using 'fancy' + -ing to make arrangements with a friend	Learn to use the correct prepositions when making arrangements / Switch between formal and informal language depending on the context / Use intonation to sound sorry or enthusiastic	Call a friend to make an arrangement / Your friend calls to check an arrangement / Prepare your responses	5 tracks
6	Making requests	Sorry, could you possibly explain that again, please? / Can I use your mobile? / Excuse me, would you mind taking our photo please? / Do you mind if I hand in the essay on Monday? / Could you move your coat please? / Is it OK if I go to the cinema tonight?	Using indirect and direct questions		Make requests based on the six scenarios given	5 tracks
7	Ordering and buying	I'd like to reserve a place on next month's English course / How much does each one cost? / That sounds good. Can I have a place on the afternoon course / I'll pay now please / Could I book a table for dinner please / Can I get a black coffee please?	Vocabulary for money / Vocabulary: Ordering and buying goods and services	In British English people often say 'quid' and not 'pounds' when talking about money with friends	Prepare three conversations where you reserve or buy something	8 tracks
8	Speaking on the phone	Sorry I can't take your call. / I'll get back to you as soon as I can. / I'm just calling to say ... / Sorry, the line's terrible. Can you repeat that? / Sorry I didn't catch that ... / Listen, I'm not interested.	Vocabulary and useful phrases for phone conversations	Use sounds to express yourself on the phone / Er, um, mmm for uncertainty / Sighs express anger / Speak clearly and at a natural pace / This helps to improve fluency	Prepare responses based on the three scenarios listed	7 tracks
9	Showing interest in a conversation	This is my stop. Sorry I have to go. / I'm in a rush, I have to be at the doctor's at 11 a.m. / I love to chat, but I have to leave early tonight. / Sorry Sam, I really have to go. / I better get going.	Politely ending conversations	Responding in a conversation: Give one or two word responses when you want a conversation to end / Stress important words in the sentence / Use pauses before and after you say 'sorry'	Read the following situations and prepare three responses	6 tracks
10	Developing a conversation	I really liked the tour. I'm glad I chose that one. / It was horrible when it moved quickly. / It's very hard living away from home. / Very difficult. I feel homesick too. / I've got loads of new friends now. / I can't wait to start the project. / Why don't we go out for pizza instead? / I'm not keen on spicy food.	Vocabulary and useful phrases for developing a conversation	Develop conversations by repeating comments and using 'stronger' words /	Prepare responses to the three situations given	5 tracks

11	Checking for understanding	See what I mean? / You mean the date of the delivery? / What do you mean? / What are you saying? / What I'm trying to say is ... / Does that make sense? / Is that right? / OK, got it! Thanks. / Know what I mean? / Don't get me wrong ... / Sorry, I don't. You? / Oh, I see. Great idea!	Vocabulary and useful phrases for checking understanding	If you don't understand what someone says ask them to explain it again / Use rising intonation in questions when checking for understanding	Read the two situations and prepare appropriate phrases and questions	5 tracks
12	Listening to problems	What's up? Are you OK? / Why don't you talk to your boss ... / Well, you need to try again. / You should tell him ... / That sounds great. Thanks for listening to me. / That sounds like a great idea. / I really appreciate your attempt. / We need to ... / That's a good plan. / If I were you, I'd look for another job. / Oh dear. That's not fair.	If I were you, I'd ...	Use sympathetic intonation to show your feelings	Read the problems given and prepare appropriate responses	4 tracks
13	Making a complaint	There seems to be a problem with a screen. / I'm sorry about that. Can I offer you a full refund? / I'd like an exchange, please. / Well, that's not good enough. / Oh, I'm sorry to hear that. / The first problem was that ... / I'm so sorry we let you down. / I don't want to make a fuss but ... / I'm afraid we're very busy today.	Polite and strong complaints / Using 'I'm afraid' / Vocabulary and useful phrases for making a complaint	Use verbs like 'seem' and 'appear' to make complaints more polite / Use 'I'm afraid' to make a polite complaint / Practice sentence stress and the schwa sound to sound more like a natural English speaker	Prepare polite complaints for the two situations given	5 tracks
14	Making an apology	I'm sorry to disturb you ... / I wanted to apologise for ... / Don't worry. We all make mistakes. / Sorry I'm late. / Let's forget about it. / I didn't want to upset you. I'm so sorry. / I wanted to say sorry. / I really regret it. / I didn't mean it. / Can I make it up to you? / Apology accepted.	Vocabulary and useful phrases for making an apology	Focus on your pronunciation when using contractions in a sentence / This will make it easier for the listener to understand what you're saying	Prepare apologies for the three situations given	5 tracks
15	Showing sympathy	Thanks for visiting. / It's very kind of you. / I can imagine. / Oh, I'm sorry. What happened? / That's awful. / Cheer up. It's not the end of the world. / It's not that bad. / How frightening! / That's good news! / Call me if you need anything. / Try not to worry. / Stay positive.	Speaking slowly and with a low tone to show empathy / Vocabulary and useful phrases for showing sympathy	Learn the different forms and uses of new words / Learn useful expressions or different situations	Read the sample situations and prepare notes on what you will say	4 tracks
16	Saying 'thank you'	Thank you so much for the present. / I'd love to but I'm busy. / Thanks for asking. / Thanks for dinner. / I'm glad you liked it. / I really appreciate it. / You're welcome. / No worries. / That's OK.	Vocabulary and useful phrases for saying 'thank you'	It is polite to explain why you are unable to accept an invitation or offer / Use the verb 'to thank' for more formal situations or speeches	Read the situations and prepare how you will say thanks / Respond to the other speaker thanking you	7 tracks
17	Agreeing and disagreeing	What did you think? / Actually I really enjoyed it. / Me too! / Well, to be honest ... / It's no big deal. / I suppose so, but shouldn't you ... / What I mean is ... / I know what you mean but ... / Maybe, but ... / Well, I didn't like the film.	Vocabulary and phrases for politely expressing opinion, agreeing and disagreeing	Use 'well' to politely introduce an opinion someone may not like / Avoid offending others when expressing your opinion by choosing the correct words and phrases / Use the correct intonation to avoid sounding rude or angry / Linking words and sounds together helps to 'connect' your speech and sound more natural	Prepare two conversations about 1) an album and 2) an essay	4 tracks
18	Stronger opinions	How can you say that? / Sorry to butt in, but ... / Really? Do you think so? / I suppose I can see your point. / I guess you have your opinion and I have mine. / Can I just say that ... / OK, I get your point, but ... / Excuse me? / What I'm trying to say is ... / Let me stop you there. / What I will say is ...	Language note: learning and using complete phrases	It is polite to listen / Try and show the other person that you understand their viewpoint / Stress the important words in a sentence when you are disagreeing / This shows confidence	Read the sample scenarios and prepare your responses	6 tracks
19	Giving feedback	Does it look OK on me? / Well, I'm not sure. / I don't think it really suits you. / If I were you I'd try the black one. / Can I have a quick word? / I wonder if you could ... ? / Perhaps you should ... / Could we talk about ... ? / I'm not sure. It's a bit old-fashioned. / It's not really me being honest.	Language note: using specific phrases to provide feedback /	Use 'if I were you, I'd ...' to give advice / Use pauses and 'ums' and 'ers' to show you are thinking carefully about what you are saying	Read the situations given and prepare the appropriate responses	5 tracks
20	Saying 'Well done!'	I wanted to invite you to my party next month. / It's to celebrate my graduation. / Oh, well done! / That's amazing! / Congratulations! That's wonderful news. / I'm really pleased for you. / I'm so happy. / I'm so excited. / You deserve it. / Well done! That's fantastic. / I'm proud of you. / That's really kind of you.	Vocabulary and phrases for offering your congratulations	It is polite to congratulate someone and then ask how they feel / Use 'so' to emphasise how you feel / Use intonation to show that you're excited	Read the situations given and prepare the appropriate responses	7 tracks