

(Read this direction silently.)

- Ask your student to read aloud the vocabulary words. Then, ask your student to read aloud and complete the sentences. Note that your student cannot see the underlined words.

discount (n.)

inquire (v.)

downpayment (n.)

reserve (v.)

purchase (v.)

1. I would like to inquire about your services.
2. Can we get a discount if we buy more than 5 units?
3. We need to purchase some office supplies tomorrow.
4. Please reserve a seat for me.
5. I need to give the downpayment for the orders this afternoon.

(Read this direction silently.)

- Read the whole dialogue with your student.
Make sure your student fills in the blanks using the words in Activity 1.
Note that your student cannot see the underlined words.

TUTOR Vision Technology Inc., Brian speaking. How can I help you?

STUDENT Hello, I would like to (1) inquire about Epson WF-2630 printer.

TUTOR Certainly, Sir. Can I get your name and contact information, please?

STUDENT Sure, my name is Carl Brown, from Ace Industries Inc. Our office number is 893-5986.

TUTOR Thank you, Sir. Yes, that model is available for \$59.99 each.

STUDENT Great! Is there any chance that we get a (2) discount ?

TUTOR Yes, Sir. You can get 10% discount if you (3) purchase more than 5 units.

STUDENT That's nice! Can you please (4) reserve 6 units for us?
We would like to pick up the items tomorrow afternoon.

TUTOR Of course, Sir. You just have to pay 50% (5) downpayment so we can reserve the items.

STUDENT Thank you, Brian. We'll be there at 2 in the afternoon.

(Read this direction silently.)

➤ Read aloud the following passage to your student twice. Then, ask the question below.

Please listen carefully as I read a passage.

A lot of people are into online shopping since it's convenient for them, but not all are satisfied with the quality of the products they receive. Before buying online, research on the product you want to purchase. Look for product reviews and feedback given to the seller or the shop. This way you can ensure that you will not be disappointed with your purchased item.

Please answer the following question:

According to the passage, how can you be sure of the quality of the product you want to purchase online?

(Read this direction silently.)

➤ Ask your student to read the text aloud. Then, ask the question below.

Please read the text.

You received a call from a company that wants to reserve 20 units of your product, but they are not willing to give a downpayment. You know that you cannot reserve the items without the downpayment. You also know that they can be your biggest client so far. What will you do?

Please answer the following question:

How do you deal with the situation?