

(Read this direction silently.)

➤ Read the following words and sample sentences with your student.

## Please read after me.

Word	Definition	Sample Sentence
v. <b>consult</b>	to seek information or advice from someone	I'd like to <b>consult</b> you about my new scheme for our next project.
n. <b>scheme</b>	a plan for achieving a particular idea	This is my new <b>scheme</b> for our next project.
n. <b>draft</b>	the first version of a piece of writing or a document	Let me see your <b>draft</b> , please.
v. <b>suggest</b>	to recommend	I <b>suggest</b> we conduct a poll.
n. <b>poll</b>	the process of recording the opinions or votes of people	Has anyone ever tried <b>conducting</b> a poll last year?
n. <b>feedback</b>	a reaction or response	Thanks for the <b>feedback</b> .
expression <b>Don't mention it.</b>	another way of saying "You're welcome."	<b>Don't mention it.</b>

(Read this direction silently.)

- Read the whole dialogue as clearly as you can.  
This will be your student's guide in choosing the appropriate word for each blank.

**TUTOR** Hello. Do you have a minute? I'd like to (1) consult you about a new (2) scheme for our next project.

**STUDENT** Yeah, sure. Let me see your (3) draft, please.

**TUTOR** I listed down all the possible objectives. I (4) suggest we conduct a poll. What do you think about it?

**STUDENT** That's a good idea, but has anyone ever tried conducting a (5) poll last year?

**TUTOR** I think so. I'll look into their data to see if the outcome improved. Thanks for the (6) feedback, I owe you one.

**STUDENT** (7) Don't mention it.

- After you read the whole dialogue, ask your student to choose the appropriate word for each blank.  
What is the missing word in blank no. \_\_\_? (1) to (7)

## Activity 3 Dialogue

4 min

(Read this direction silently.)

- Refer to the dialogue in Activity 2. Read the dialogue with your student.  
Make sure all blanks are filled in before reading it aloud with your student.

(Read this direction silently.)

➤ Read the following statements below and ask your student to choose the appropriate response.

1. Hello. Do you have a minute?
  - a. Please knock before coming in.
  - b. **Yeah, sure.**
  - c. Can I just send you an email?
  - d. Can I call you back?
  
2. What do you think about it?
  - a. **That's a good idea.**
  - b. I disagree with the speaker.
  - c. Sorry, I am not sure.
  - d. It depends on the weather.
  
3. Has anyone ever tried conducting a poll last year?
  - a. **I think so.**
  - b. Please call again.
  - c. Yes, not really.
  - d. As far as I remember, maybe.
  
4. Thanks for the feedback.
  - a. What else do you need?
  - b. **Don't mention it.**
  - c. Likewise.
  - d. Submit your report now.
  
5. I owe you one.
  - a. Go for it.
  - b. **No problem.**
  - c. You may leave now.
  - d. Definitely.