


# Personal Information

## Listening One: Personal information registration

**Task a** **Pair-work:** What kind of information is personal information? What are some of the useful expressions for asking about personal information? Join a partner and discuss these two questions. Fill in the chart below with your answers.

Personal Information	Expressions for Asking About Personal Information
Name Date of birth	What's your name please? May I have your address?

 **Task b** You are going to hear an interview that takes place at an employment agency. Listen to the recording and complete the following information about the applicant.

Full name: \_\_\_\_\_

Present job: \_\_\_\_\_


Date of birth: \_\_\_\_\_

Marital status: \_\_\_\_\_


Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

**Lexical items:**  
 receptionist                      surname

 **Task c** In the interview, the clerk asks the applicant some questions. Listen to the recording again and write down the expressions that are used to find out the applicant's

name: \_\_\_\_\_ ?  
 present job: \_\_\_\_\_ ?  
 date of birth: \_\_\_\_\_ ?  
 marital status: \_\_\_\_\_ ?  
 address: \_\_\_\_\_ ?

 **Task d** You will hear a conversation between the secretary of a language school and a new student who wants to enroll. Read the registration form below. Then listen to the recording and complete the form for the student.

**Registration Form**

Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Occupation: \_\_\_\_\_ Nationality: \_\_\_\_\_  
 UK Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Length of course: \_\_\_\_\_  
 Number of hours per day: \_\_\_\_\_  
 Course starting date: \_\_\_\_\_  
 Price of course plus accommodation: \_\_\_\_\_  
 Accommodation: Required/not required  
 Amount of deposit paid: \_\_\_\_\_  
 School facilities: \_\_\_\_\_  
 Teachers: \_\_\_\_\_

**Lexical items:**  
 Youth Hostel    accommodation              a packed lunch    competitive  
 cookery              pottery              entrance test              assess              deposit

**Task e** **Pair-work:** Is there anyone you don't know sitting around you? Get to know him or her by exchanging your personal information. Complete the following information chart for your partner.

<b>Personal Information Chart</b>	
<b>Your partner's name:</b> _____	
Date of birth	
Address	
Hometown	
Department	
Major address	
E-mail	
Telephone number	
Marital status	

## Listening Two: What do you say first?

**Task a** **Pair-work:** What do you say when you meet someone for the first time? What do you think people might talk to each other? Join a partner and discuss the possible topics. Make a list of these topics in the spaces provided below.

---



---



---



---



---



**Task b** When English-speaking people meet each other for the first time, they often follow a pattern. You will hear a short conversation and a short commentary on the conversation. What do the people talk about? Listen

to the recording and write down the steps.

When people meet, they usually

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_



**Task c**

“First impressions” are what you think when you meet someone for the first time. Your opinion is based on what the person says or does. You will hear four short conversations. What do people do to make a good first impression? Write down their strategies.

Strategies to Make a Good First Impression	
1.	
2.	
3.	
4.	

**Task d**

**Speaking:** How do you get to know each other in a class or at a party? First refer to the sample answers below.

**In class**  
*This class is great.*  
*By the way, I'm \_\_\_\_\_.*  
*Which department are you from?*

**At a party**  
*Nice party.*  
*I'm \_\_\_\_\_. Don and I are classmates.*  
*How do you know Don?*

Now you're going to have your own conversations. Stand up. Go up to a classmate you don't know. Start a conversation using the same steps:

- Talk about something you both have in common.
- Say your name and find out your partner's name.
- Ask further questions.

Keep the conversation going for as long as possible. Exchange your

personal information such as name, age, date of birth, hometown, address, telephone number, department, major, email address and QQ number. Then end your conversation, (for example, you may use “Excuse me, I need to talk to someone over there. It was nice meeting you.”) and find a new partner and start a new conversation. Meet as many classmates as possible.

**Task e** **Pair-work:** Work in pairs and discuss the following questionnaire. Record each of your answers in the spaces provided.

### A Short Questionnaire to Discover Your Own Values

As an individual you have your own values. These values generally determine what is important to you and what is not. Discuss the following list of 18 values one by one and decide on their relative importance by giving certain points under the 100 points scale (0–100).

1. Ambitious (hard-working, aspiring) \_\_\_\_\_
2. Broad-minded (open-minded) \_\_\_\_\_
3. Capable (competent, effective) \_\_\_\_\_
4. Clean (neat, tidy) \_\_\_\_\_
5. Courageous (standing for your beliefs) \_\_\_\_\_
6. Forgiving (willing to pardon others) \_\_\_\_\_
7. Helpful (working for the welfare of others) \_\_\_\_\_
8. Honest (sincere, truthful) \_\_\_\_\_
9. Imaginative (daring, creative) \_\_\_\_\_
10. Independent (self-reliant/sufficient) \_\_\_\_\_
11. Intellectual (intelligent, reflective) \_\_\_\_\_
12. Logical (consistent, rational) \_\_\_\_\_
13. Loving (affectionate, tender) \_\_\_\_\_
14. Obedient (dutiful, respectful) \_\_\_\_\_
15. Self-controlled (restrained, self-disciplined) \_\_\_\_\_
16. Polite (courteous, well-mannered) \_\_\_\_\_
17. Responsible (dependable, reliable) \_\_\_\_\_
18. Cheerful (light-hearted, joyful) \_\_\_\_\_

## Group Project

Form groups of five or six and make appointment to have a group meeting. Each of you should make a brief introduction (of five or six minutes) about yourself at the meeting. Your introduction can cover the following personal information: name, date of birth, place of birth, address, major, family, hometown, hopes and expectations in taking this course, etc. Choose one of you as the representative of your group. This representative will have about five minutes to report to the whole class about your group project in the next class.

# Unit 2

## You and Me

### Listening One: I hope you don't mind my asking

**Task a** You're going to hear part of a market survey in which different people are asked some personal questions. Before you listen to the recording, work in pairs and discuss what kind of answers each of you would give to the six questions below. Record your partner's answers.

#### A Questionnaire to Discover Your Personal Information

Name: \_\_\_\_\_

1. What do you enjoy most in life?

\_\_\_\_\_

2. What is your greatest ambition?

\_\_\_\_\_

3. What has been your greatest achievement?

\_\_\_\_\_

4. Which person do you admire most?

\_\_\_\_\_

5. Who do you get on with best of all?

\_\_\_\_\_

6. What was the nicest thing that happened to you yesterday?

\_\_\_\_\_



**Task b** Listen to the recording and write down the answers each of the three speakers gives to the six questions above. Try to make your notes as brief as possible.

Questions	1 <sup>st</sup> Speaker	2 <sup>nd</sup> Speaker	3 <sup>rd</sup> Speaker
1.			
2.			
3.			
4.			
5.			
6.			

**Lexical items:**  
 hallowed      castle      awful  
 super      frivolous      safari  
 Far be it from me to say.



**Task c**

You are going to hear four people answer questions for a market survey. As you listen to the recording, complete the following chart with the answers the speakers give to the questions below.

1. What do you do for a living?
2. What do you do for fun (like to do in your spare time)?
3. What is the most exciting thing that has happened to you recently?
4. Who do you admire most in this world?
5. What do you want to be doing in five years (five years from now)?

Questions	David	Suzanne	Adolfo	Linda
1.				
2.				
3.				
4.				
5.				



**Lexical items:**

survey	terrific	classics
fabulous	jog	Boston Marathon
musical	Martin Luther King, Jr.	
Sophia Loren	beauty school	hang out with
pizza	stuff	beauty salon

**Task d** **Pair-work:** Look at the questionnaire below. First, one of you asks all the questions and the other answers them. When this has been done, change roles. In the end, decide whose answer to each question is more interesting. Refer to the useful expressions below the questionnaire.

### A Questionnaire to Discover Your Personal Information

Name: \_\_\_\_\_

1. What things do you dislike most in life?  
\_\_\_\_\_
2. What is the most exciting thing that's ever happened to you till now?  
\_\_\_\_\_
3. What are your top five ambitions in life?  
\_\_\_\_\_
4. What are you looking forward to most of all this year?  
\_\_\_\_\_
5. What things in life make you happy?  
\_\_\_\_\_
6. What things make you sad or angry?  
\_\_\_\_\_
7. If you could have one wish come true, what would it be?  
\_\_\_\_\_

Useful Expressions		
Getting someone's attention	Responding to the question	Responding to an answer
1. Excuse me ... Could I ask you a few questions? 2. Excuse me ... Can I interrupt you for a moment? 3. Would you mind answering a few questions? 4. I wonder if you'd mind answering a few questions for our survey?	1. Certainly. 2. Oh ... yes, all right. 3. Why not? 4. Not at all. 5. Sure. 6. No problem.	1. Oh, yes, fascinating. 2. Thank you (very much). 3. That's lovely, isn't it? 4. Really? 5. That's terrific! 6. (That's) Fabulous! 7. That's wonderful! 8. That's very exciting!

**Task e** **Pair-work:** What answers will you give to these five questions? Now work in pairs and ask/answer these questions. Fill in the questionnaire with your partner's answers.

### A Questionnaire to Discover Your Personal Information

Name: \_\_\_\_\_

1. What do you do for a living?

\_\_\_\_\_

2. What do you do for fun (like to do in your spare time)?

\_\_\_\_\_

3. What is the most exciting thing that has happened to you recently?

\_\_\_\_\_

4. Who do you admire most in this world?

\_\_\_\_\_

5. What do you want to be doing in five years (five years from now)?

\_\_\_\_\_

## Listening Two: Getting to know someone

**Task a** **Pair-work:** Everybody has some good friends or relations. Work with a partner and discuss the three questions concerning friends. First one of you asks the questions and the other answers them. Change roles when this has been done.