

A	GREETING, INTRODUCING PEOPLE AND SAYING GOODBYE	p.6
	1 Meeting the first time	p.6
	2 Meeting up again	p.8
	3 Introductions	p.10
	4 Saying goodbye	p.12
B	GOOD MANNERS: PLEASE, THANK YOU AND CO.	p.14
	5 Please and thank you	P.14
	6 Apologising	P.16
	7 Can you say that again?	P.18
	8 Keeping a conversation going	P.20
C	GETTING TALKING	p.22
	9 Talking about your background	p.22
	10 Talking about the weather	p.24
	11 Kind words and compliments	p.26
	12 Flirting	p.28
D	GETTING TO KNOW EACH OTHER BETTER	p.30
	13 Talking about your job	p.30
	14 Family and career	p.32
	15 Daily routine	p.34
	16 Describing people	p.36
E	INVITATIONS AND APPOINTMENTS	p.38
	17 Invitations	p.38
	18 Where and when?	p.40
	19 As someone's guest	p.42
	20 The right way to say goodbye	p.44
F	GOOD AND BAD NEWS	p.46
	21 Good news and congratulations	p.46
	22 Bad news and commiserations	p.48
	23 Funny stories and jokes	p.50
	24 Bad experiences	p.52
G	FEELINGS AND EMOTIONS	p.54
	25 Showing interest and indifference	p.54
	26 Hope, joy and luck	p.56

27	Disappointment and sadness	p.58
28	Surprise and disbelief	p.60
H	GIVING YOUR OPINION	p.62
29	Other people's views and your own opinion	p.62
30	Agreeing	p.64
31	Disagreeing	p.66
32	Complaints and claims	p.68
I	OUT AND ABOUT IN TOWN	p.70
33	Suggestions and recommendations	p.70
34	At a restaurant	p.72
35	Shopping	p.74
36	Accommodation	p.76
J	FREE TIME	p.78
37	I'm interested in that	p.78
38	Sport is my thing	p.80
39	Art and culture	p.82
40	Pop culture	p.84
K	HOLIDAYS AND TRAVEL	p.86
41	Holiday plans and travel stories	p.86
42	On the road	p.88
43	Excursions and tours	p.90
44	Wellness and relaxation	p.92
L	ON THE PHONE	p.94
45	Private calls	p.94
46	Business calls	p.96
47	Leaving a message	p.98
48	Booking and ordering	p.100
M	MEDIA AND COMMUNICATION	p.102
49	Texting and short messages	p.102
50	Instant messaging and social networks	p.104
51	E-mailing and exchanging digital data	p.106
52	Writing letters and cards	p.108