

OXFORD

# New ENGLISH FILE Intermediate Plus Mini phrasebook

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## Meeting people for the first time

### Usual

Hi! / Hello.  
Nice to meet you.  
This is (my husband).  
'Did you have a good journey?'  
'Yes, fine thanks.'

### More formal

Good morning / afternoon.  
Pleased to meet you. / How do you do?

## Asking somebody to do something

### Usual

Could I have (your passport), please?  
Could you (sign here), please?

### Very polite

Would you mind (filling in this form)?  
Do you think you could (send this fax) for me, please?

### Responses

Yes, of course.                      No, of course not.  
I'm sorry, but...                      Sure. / No problem.

## Checking

### Question tags

You're from Ankara, aren't you?  
That's the capital, isn't it?  
You haven't been to Oxford before, have you?  
You don't smoke, do you?

### Short answers

Yes, I am.  
Yes, it is.  
No, I haven't.  
No, I don't.

## Asking permission

### Usual

Can I...?  
Could I...?

### Very polite

May I...?  
Do you think I could...?  
Do you mind if I...?

### Responses

Sure. Go ahead. ✓  
Of course. ✓  
I'm sorry, but... ✗  
No, not at all. ✓  
I'd rather you didn't. ✗

## Apologizing

### Usual

Sorry.  
I'm sorry.  
I'm afraid (I've broken a glass).

### Stronger

I'm very sorry.  
I'm really sorry.  
I'm terribly sorry.

### Responses

That's OK / all right.  
Never mind.  
It doesn't matter.  
Don't worry.

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## Explaining what you want

I don't know what it's called in English but...		
	Conversation 1	Conversation 2
<b>What's it like?</b>	It's a kind of (hat). It's made of (plastic).	It's a sort of (pen). It's (small) and (fat).
<b>What's it for?</b>	It's a thing you use to (cover your hair) when you (have a shower).	It's a thing for (marking important words).

## Asking politely for information (indirect questions)

Could you tell me where the (bus station) is, please?  
Do you know what time the (bank) opens?  
Could you tell me if this bus goes to (Piccadilly)?

## Giving directions

How do I get to (your house)?  
Go along Station Road, past the park until you get to the big roundabout.  
Go round the roundabout and take the first, second, third exit.  
Keep going along that road.  
Take the third turning on the right.  
Go straight down that road.  
You can't miss it.

## Going out

### Inviting / suggesting

Are you doing anything (tonight)?  
Do you want to come?  
Would you like to (see a show)?  
Do you fancy seeing (a play)?  
How about (a film)?

### Responding

Nothing special.  
Yes, great. / I'd love to.  
Sorry, I can't (tonight).  
That's a good idea.

### Arranging to meet

Where shall we meet?  
What time shall we meet?  
Let's meet (outside the theatre).

### Responding

What about (outside the station)?  
How about (7 o'clock)?  
OK. Fine.

## Complaining in a shop

I bought (this sweater two weeks ago...). I've got the receipt.  
I'm not satisfied with it.  
I'd like my money back.  
I'd like to speak to the manager.

## Complaining in a restaurant

I'm sorry, but I ordered a (chicken burger), not a (special burger).  
Excuse me. My (cheeseburger) isn't cooked enough.  
I asked for (medium). This is (rare).  
I ordered (still mineral water). This is (sparkling).  
Excuse me. There's a mistake in the bill.