





CORSO "Operatore/trice turistico/a addetto/a alla valorizzazione delle risorse

LINGUA INGLESE: ELEMENTI DI BASE
LINGUA INGLESE PER IL TURISMO

- a Match the words and pictures.
 - an actor1
 - a builder /'bildə/
 - a doctor
 - an engineer
 - a footballer
 - 3 a hairdresser /'headresa/
 - a housewife
 - a journalist /'d33:nəlist/
 - a lawyer /'lɔɪə/
 - a (bank) manager
 - a musician /mju'zıſn/
 - a nurse /n3:s/
 - 11 a pilot /'parlət/
 - a police officer2
 - a politician /politisn/
 - a receptionist
 - a secretary /'sekrətri/
 - a shop assistant
 - a student /'stju:dnt/
 - a waiter3
 - 1 for women you can use actor or actress
 - ² people often say policeman / policewoman
 - 3 for women you can use waiter or waitress
- b Which words don't have the stress on the first syllable? Practise saying them.
- c Cover the jobs. In pairs, ask and answer with the pictures.



O p.20







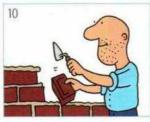
BANK

































Go, have, get

- a Match the verbs and pictures.
 - away (for the weekend)
 - by bus
 - for a walk
 - home (by bus / car)
 - out (on Friday night)
 - 1 shopping
 - to a <u>res</u>taurant /'restront/
 - to bed (late)
 - to church / to mosque /mpsk/
 - to the beach





- a <u>news</u>paper (= buy)
- a <u>ta</u>xi / bus / train (= take)
- an e-mail / letter (= receive)
- dressed
- home (= a<u>rrive</u>)
- to a <u>res</u>taurant (= arrive)
- 23 up



- b What's the difference between go home and get home?
- c Cover the expressions and look at the pictures. Test yourself or a partner.

O p.56

STEP 2 FACE-TO-FACE & TELEPHONE BOOKING





Listen A tourist arrives at a hotel in Italy. He is looking for a room for a couple of nights. Read his conversation with a receptionist and decide whether the following statements are true (T) or false (F). Correct the false ones.



mp3 online

Man:

Receptionist: Buongiorno. Posso aiutarla?

Good afternoon. Do you have any vacancies? I'm looking for a room for a

couple of nights.

Receptionist: It would be for tonight and tomorrow night, wouldn't it? And would you like a single or double room?

Man:

A single please.

Receptionist: OK. Let me check. Yes... there's a single room left on the first floor. It's a bright room, on the seafront.

Mane

On the seafront? Oh, no. It must be too noisy. Haven't you got a guieter room?

Receptionist: We've another room on the third floor overlooking our outdoor swimming pool.

Mem

That would be fine, provided it isn't next to the lift.

Receptionist: I'm afraid it is.

Мет

In that case, I'm not interested in it. There are people always taking the lift at all times and making noise.

Receptionist: I'm really sorry, but we haven't got any other room left... Just a moment.

There's a booking cancellation for room 208. It's a single room on the second floor. It overlocks our back garden. Would it be OK?

Mans

Fantastic. How much is it for two nights?

Receptionist: It's € 75 a night, breakfast included.

OK. I'll have it. Man:

Receptionist: Fine. Can you fill in this form, please?

- The man is looking for a single room.
- There are no vacancies in the hotel.
- The hotel is located by the sea. 3
- 4 The man doesn't want a room on the first floor.
- 5 He thinks the room overlooking the pool is too noisy.
- He doesn't want a room near the lift



TF





TF

TF

1 VOCABULARY directions

Complete the words and phrases.

1	2 X	3 4	
5			
1	on the <u>corner</u>	6 turn r	
2	at the t	7 go s	_
	I	0	
3	a r	8 go p	_ the
4	0	station	

2 ASKING FOR DIRECTIONS

5 turn l

Complete the dialogue with these words.

e t	exactly ell	Ex- way	cuse Whe	near ere's	say	first	
A	1E	xcuse	me.	2	1	Barton Stre	et, please?
В	Sorry,	I don'	t know	7.			
A	Excuse	e me. I	s Barto	n Street	3	her	e?
C	Barton	Stree	t? I kn	ow the na	ame, bu	t I don't kn	ow
	4		_ whe	ere it is. S	orry.		
A	Excuse	me. (Can you	u 5		me the	
	6		_ to B	arton St	reet?		
D	Yes. Turn right at the traffic lights. Then it's the						
	7		on t	he left.			
A	Sorry,	could	you ⁸ _		tha	again?	

3 SOCIAL ENGLISH

Match the phrases.

- 1 Let's ask that man. a I'm only joking.
- 2 You were right. b He probably knows the way.
- 3 Excuse me. We're lost. c It was the second on the left.
- 4 Don't be angry. d Could you help us?

4 READING

a Read the information about getting around London.

Getting around London

By underground

The London Underground, usually called 'the tube', is enormous and can take you everywhere quickly. However, it is hot and uncomfortable in the summer, and can be confusing for tourists, who often get on the wrong train. It can also be very crowded in the 'rush hour' (7.00–9.00 in the morning and 5.00–7.00 in the evening).

By bus

The buses give you a good view of the sights, especially if you travel upstairs, but if the traffic is bad, your journey can take a long time. Special



tickets, called travelcards, can be used on both buses and the underground and are quite economical.

By taxi or car

Taxis are excellent, but very expensive. Never take a car into central London — it's nearly impossible to park, and you also have to pay a congestion charge (currently £5) every time you drive into the centre.

b Answer the questions.

- 1 What's another name for the London Underground?
- 2 When is the underground usually very busy?
- 3 Where is a good place to sit to see the sights?
- 4 Where can you use travelcards?
- 5 What's the problem with taking a taxi?
- 6 How much do you have to pay if you take your car into the centre of London?

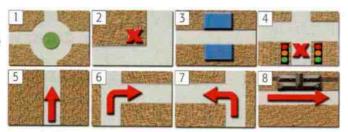
С	Match the	highlighted	adjectives	to	their	meanings.
---	-----------	-------------	------------	----	-------	-----------

very big <u>enormo</u>	full of people
very good	difficult to
quite cheap	understand

VOCABULARY directions

- a Match the words and pictures.
 - on the <u>cor</u>ner at the <u>tra</u>ffic lights a <u>roun</u>dabout

opposite



turn left turn right go straight on go past (the station)

b In pairs, cover the words and test your partner.

ASKING FOR DIRECTIONS

a 6.16 Allie and Mark are trying to find the restaurant. Cover the dialogue and listen. Can you mark King Street on the map?

YOU SAY

YOU HEAR

Yes, go...

Excuse me. Where's
King Street, please?
Excuse me. Is King Street
near here?

1 Sorry, I ____ know.

Thank you.

Excuse me. Can you tell me
the way to King Street?

² King Street? It's here but I don't know exactly Sorry.

3 Yes. Go _____ on.
Go past the church, and then turn ____ at the traffic lights. And then I think it's the ____ on the right.

Sorry, could you say that again, please? Thank you. b Listen again. Complete the YOU HEAR phrases.
 c 6.17 Listen and repeat the YOU SAY phrases.
 Copy the <u>rhy</u>thm.

Church

Copy the <u>rhy</u>thm.

d In pairs, roleplay asking for and giving directions.

Art gallery

d In pairs, roleplay asking for and giving directions.
A ask for the art gallery and the car park, B ask for the museum and the station. Start where Allie's car is.

Excuse me. Can you tell me the way to the art gallery?

Yes, go...

SOCIAL ENGLISH

- a 6.18 Listen and complete the sentences.
 - 1 Allie I'm sure she said the _____ on the right.
 2 Mark I don't think he knows. He's a ____.
 - 3 Allie Can you see anywhere to _____?
 - 4 Mark Do you think you can park in that _____?
 - 5 Allie Are you saying I _____ park?
- **b** Do they enjoy their dinner?
- c Who says the USEFUL PHRASES, Mark or Allie? Listen again and check. How do you say them in your language?

USEFUL PHRASES

Let's ask that man there. Excuse me! We're lost.

You see. I was right. (opposite = wrong)

Here it is.

I'm only joking.



Common adjectives

1 Colours and common adjectives

- a What colour is it? Match the words and colours.
 - black
- orange /'prind3/
- blue
- pink
- brown /braun/ green

grey /grei/

- red 1 white
- yellow /'jelou/

- b Match the words and pictures 1-13.
 - bad beautiful /'bju:tifl/ dangerous dirty /'da:ti/ easy
 - empty expensive
 - fast /fa:st/ high
 - old rich
 - wet

- c Match these adjectives with their opposites in b.

dry cheap clean difficult safe slow small ugly low/lau/ new poor

d Test your partner.

What's the opposite of cheap?

Expensive. What's the ...?

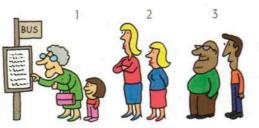
O p.28

2 Appearance, quite / very

- a Match the words and pictures.
 - fair fat

dark thin

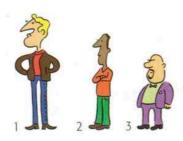
- long
- short (hair) young /jan/
- old tall
- short



- b Cover the adjectives and look at the pictures. Test yourself or a partner.
- c How tall are they? Complete the sentences.

(quite tall	very tall	not very tall	
1	He's 2.00	m.	He's	
	He's 1.80		He's	
3	He's 1.65	m.	He's	





- a Match the verbs and pictures.
 - cook
 - do
 - drink
 - drive
 - eat
 - 9 go
 - have
 - 8 like
 - listen /'lısən/
 - 1 live /liv/
 - play
 - 7 read
 - 13 smoke
 - speak
 - study
 - 10 watch
 - wear /weə/
 - work
- b Cover the verbs. Test yourself or a partner.
- O p.16



in a flat



in an office



children



economics



German



a VW



a <u>newspaper</u>



animals



to the cinema



<u>te</u>levision



to the radio



the guitar



a ciga<u>rette</u>



<u>ex</u>ercise



tennis



a sandwich for lunch



<u>co</u>ffee



fast food



dinner



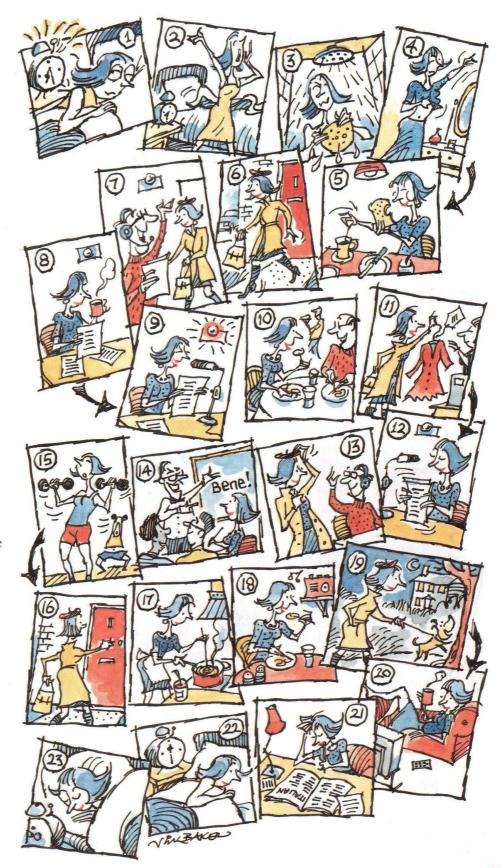
housework / homework



glasses

- a Match the verbs and pictures.
 - do her I<u>ta</u>lian <u>home</u>work
 - finish work / school
 - 4 get dressed /drest/
 - get home
 - get to work / school
 - 2 get up
 - go home
 - go shopping
 - go to bed
 - go to her Italian class
 - go to the gym /dʒim/
 - 6 go to work / school
 - have a coffee
 - 3 have a shower / a bath
 - 5 have breakfast /'brekfəst/
 - have dinner
 - have lunch
 - make the <u>di</u>nner
 - sleep (for seven hours)
 - start work / school
 - take (the dog for a walk)
 - 1 wake up (early / late)
 - watch TV
- **b** Cover the verbs. In pairs, use the pictures to describe Vicky's day.

p.30



- a Quickly read the guidebook extract about the London Eye and answer the questions.
 - 1 How high is the London Eye?
 - 2 How far can you see on a clear day?
 - 3 How many capsules are there?
 - 4 How many passengers are there in each capsule?
 - 5 How long is the trip?
 - 6 How fast does it move?
 - 7 What time does it open / close?

In the summer
In the winter

www.londoneye.com

- 8 Can you get tickets on the day you want to go?
- 9 Where is the ticket office?
- 10 Which underground station is near the London Eye? _



b Match the highlighted words and expressions with their meanings.

1	_ before you go
2	you can buy them
3	_ every day
4	_ to wait in a line
5	_ space (for people or things
6	people who are travelling

c Would you like to go on the London Eye? Why (not)?

3 VOCABULARY places in a city

- a Is there a building in your town with a very good view? Where is it? What's its name?
- b **p.152 Vocabulary Bank** Town and city.

4 SPEAKING

In pairs, answer these questions.

Your town Tourist information

- 1 Do you live in a village, town, or city?
- 2 Do many tourists visit? When do they come?
- 3 Are there any important tourist areas near where you live?
- 4 Where you live, is there...? Write the name.
 - an interesting museum
 - a famous street
 - a beautiful square
 - a famous bridge
 - a good art gallery
 - an old castle
 - an important church or mosque
 - a good department store
 - a good, cheap hotel
 - a street market
- 5 What are the top three tourist attractions in your town?

5 PRONUNCIATION city names

Place names in the UK and Ireland are sometimes difficult for visitors to pronounce and understand, e.g. *Leicester* /'lestə/.

- a 6.14 Listen. What are the eight cities?
- b Listen again and repeat the city names. Which city names have an /ə/ sound?



- c Practise saying the city names.
- d **p.157 Sound Bank.** Look at the spellings for /ə/.
- 6 6.15 SONG ☐ Waterloo Sunset

3A adjectives

It's a **big** house. They're **pretty** flowers.

- · Adjectives go before a noun. NOT It's a house big.
- · Adjectives don't change before a plural noun. NOT They're prettys flowers.

3B telling the time

What's the time?



It's seven o'clock.



It's half past nine.



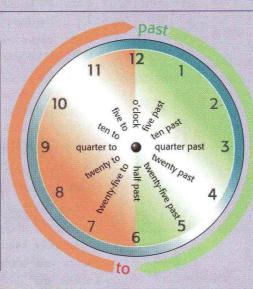
It's quarter to two.



It's twenty-five past one.



It's twenty to four.



- Use *It's* + time to say what time it is.
- You can ask What's the time? or What time is it?
- Use *at* + time to say when you do something.
 - A What time do you get up?
 - B I get up at half past seven.

▲ You can also say the time like this. 1.25 = It's one twenty-five.

3C adverbs of frequency

I always have toast for breakfast.
Do you usually go to work by bus?
She doesn't often go to bed late.
They're sometimes late.
She hardly ever watches TV.
He is never stressed.

- Use adverbs of frequency to answer the question How often...?
- Adverbs of frequency go | before all verbs (except be).

A Use a + verb with never and hardly ever.

He never smokes. NOT He doesn't never smoke.

3D prepositions of time

in

the morning the afternoon the evening December the summer 1998 on

Monday (morning) the 12th of July my birthday at

three o'clock
midday / midnight
lunchtime
night
the weekend
Christmas / Easter / New Year

- Use in for parts of the day, months, seasons, and years.
- Use on for days and dates.
- Use at for times of the day, night, the weekend, and festivals.

3A		
	Underline the adjectives in these sentences. She's a beautiful actress. Hi. I'm Carla. Nice to meet you. Do you like Japanese food? It's an international school. They're a typical British family. My father makes fantastic pasta. Do you work with other people? I'm a professional footballer. We're good friends.	b Are the highlighted phrases right (✔) or wrong (✗)? Correct the wrong phrases. She has hair red . ※ She has red hair. 1 Do you like fast cars? 2 They're French girls . 3 I have a family big . 4 He's an English actor . 5 They're news boots . 6 It's a flat expensive .
3B		
	What's the time? Match the times with the clocks. It's quarter to sixg	a e f f f f f f f f f f f f f f f f f f
3C		
	Complete the sentences with an adverb of frequence never always hardly ever sometimes usually They <u>never</u> drive – they don't have a car. I drink champagne – only at Christmas. She eats meat. She's a vegetarian. He doesn't have a watch so he's late. We get up at 7.30, except at weekends. I don't do a lot of exercise but I go swimmin	always she at six up gets She always gets up at six. 1 for late always I am class 2 meet ever hardly we 3 what work you usually time do finish? 4 morning in the hungry I am never 5 often I read don't the newspaper 6 restaurants sometimes expensive to go we
3D		
	Complete with <i>in</i> , <i>on</i> , or <i>at</i> .	Complete with <i>in</i> , <i>on</i> , or <i>at</i> and a time expression. five o'clock July 4th Christmas Sundays the summer midnight the afternoon nine o'clock In the UK people usually start work at nine o'clock 1 On December 31st many people drink champagne 2 In the USA they celebrate Independence Day 3 Many people all over the world give presents 4 In Italy it's usually very hot 5 In many countries shops are closed 6 In Spain many people have a siesta 7 Traditionally, British people have a cup of tea .
Si	udy Link MultiROM www.oup.com/elt/englishfile	e/elementary

Times and dates

1 Time words and expressions

a Complete the expressions.

How often do you see your friends?

MTWThFSS every day /'evri/ week 1, week 2, etc. every w_ Jan, Feb, March, etc. every m_ 2001, 2002, 2003, etc. every y_ once a _____/wans/ only on Mondays on Mondays and Wednesdays twice a ___ on Mondays and Wednesdays and Fridays three times a _ in January, April, July, and October four times a



b Cover the right-hand column. Test yourself.

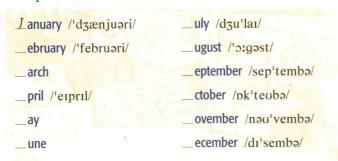


2 The date

a Match the words and pictures.



b Complete the months. Remember to use CAPITAL letters!



c Complete the numbers and words

1st	first /f3:st/
2nd	/'sekənd/
	third /03id/
4th	
	fifth $/fif\theta/$
6th	
7th	
	eighth
	ninth
10th	
11th	
	twelfth /twelf0/
13th	
14th	
	twentieth /'twentiθ/
21st	
	<u>twen</u> ty- <u>se</u> cond
23rd	
	<u>twen</u> ty- <u>fourth</u>
30th	/\θeitiεθ\
	thirty-first
	rdinal numbers = number + <i>th</i> enth, six <u>teenth</u> .

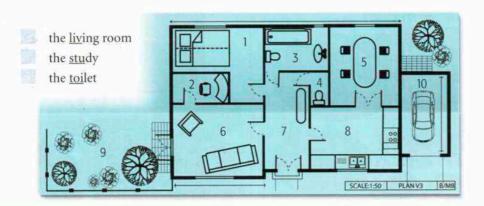
d Look at the example. What's the date today? 12/3 = the twelfth of March OR March the twelfth



1 Rooms

Match the words and pictures.

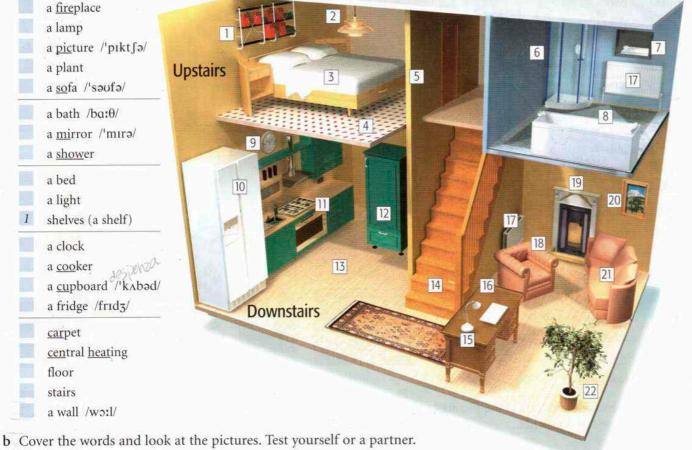
- 3 the <u>bath</u>room /'ba:θru:m/
- 1 the bedroom
- the dining room /'damin/
- the garage /'gæra:3/
- the garden
- the hall /ho:l/
- 8 the kitchen /'kitsin/



2 Furniture and decoration

a Match the words and pictures.

- an armchair
- a desk
- a fireplace
- a lamp
- a picture /'piktsə/
 - a plant
 - a sofa /'səufə/
- a bath /bα:θ/
- a mirror /'mɪrə/
 - a shower
- a bed
- a light
- shelves (a shelf)
- a clock
- a <u>coo</u>ker a <u>cu</u>pboard /'kʌbəd/
 - a fridge /frid3/
- carpet
- central heating
 - floor
 - stairs
 - a wall /wo:l/



c What things do you have in your house / flat?

O p.64

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Match the words and pictures.







Breakfast

- bread /bred/
- 8 <u>butter</u>
- cereal /'siəriəl/
- cheese
- 2 coffee
- 12 eggs
 - jam /dʒæm/
 - (orange) juice /dauts/
 - milk
- 6 sugar /'ʃugə/
 - tea
 - toast

Lunch / dinner

- fish
- <u>ke</u>tchup
- 23 meat (steak and chicken)
- (olive) oil
- pasta
- 19 rice
- a salad /'sæləd/

Vegetables /'ved3təblz/

- carrots /'kærəts/
- chips (French fries)
 - a lettuce /'letis/
- mushrooms
- an onion /'Anjən/
- peas /piz/
- potatoes /pəˈteɪtəuz/
- 21 tomatoes /təˈmɑːtəuz/

Desserts / snacks /di'za:ts/

- 37 biscuits /'biskits/
 - cake
- chocolate /'t∫pklət/
- crisps
- fruit salad
- ice cream
 - sandwiches
- sweets

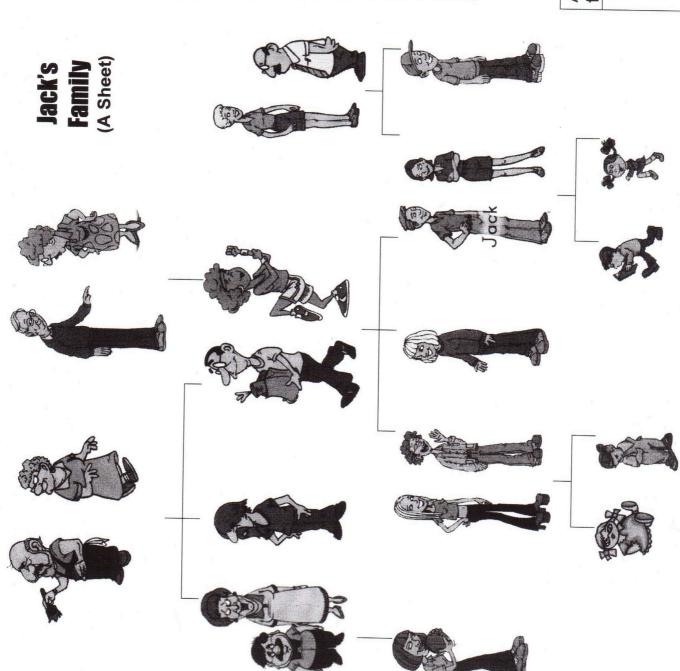
Fruit /fru:t/

- 29 apples
- 28 ba<u>na</u>nas
 - grapes
 - oranges
 - a pineapple

Cover the words and look at the pictures. Test yourself or a partner.

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Here is Jack's family tree. Fill in the names of the people on the family tree and what they do.

(1) Frank is Jack's grandfather (on his father's side). He is an artist.

(2) Rona is Jack's grandmother (on his mother's side). She is a librarian.

(3) Harriet is Jack's aunt. She is a housewife.

(4) Brad is Jack's father. He is an engineer.

(5) Mary is Jack's mother-in-law. She is a teacher.

(6) Sue is Jack's cousin. She is a professional bowler.

(7) Stan is Jack's brother. He is a chef.
(8)Brenda is Jack's wife. She is a lawyer.

lawyer. (9) Matt is Jack's nephew. He is in pre-school.

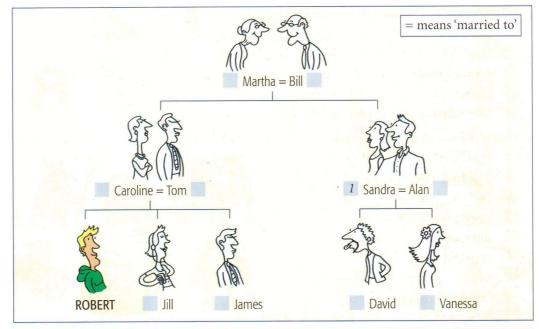
(10) Erin is Jack's daughter. She is in kindergarten.

Ask your partner about the following family members.

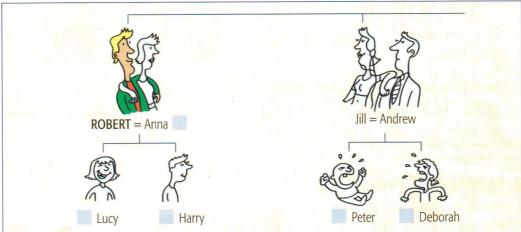
Sara, Dan, Myra, Melissa, George, Rose, Jeremy, John, Mike, Vicky,

Who is ?

- a Look at the two family trees. Number the people in relation to Robert.
 - 1 aunt /q:nt/
 - brother /'braðə/ 2
 - cousin /'kazn/
 - father /'faːðə/
 - grandfather 5
 - grandmother
 - mother /'maðə/
 - <u>sis</u>ter
 - uncle /'nnkl/



- 10 daughter /'dortə/
- 11 <u>ne</u>phew /'nefju:/
- niece /nixs/
- 13 son /san/
- wife



b Cover the words. In pairs, ask and answer.

Who's Martha?

She's Robert's grandmother.

- c Complete with children, grandparents, parents. How do you pronounce them?
 - 1 my father and my mother → my ______/'peərənts/
 - 2 my grandfather and my grandmother → my __
 - 3 my son and my daughter \rightarrow my



 \triangle My wife's mother = my mother-in-law My husband's sister = my sister-in-law, etc.



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a Look at the two postcards. Do you know which city it is?





b Quickly read Melanie's postcard. Which postcard is it?

Dear Kim,

tope you're OK. We ___ (have) a great holiday here! We __ (arrive) four days ago, and we __ (stay) in a small hotel in the old town. Yesterday morning we (90) to see the castle, and in the afternoon we (visit) a beer factory.

At the moment we __ (sit) in a café in the main square. It's really beautiful. There wonderful old clock - you can see it in the picture.

My favourite area is Mala Strana. It's the old part of Prague and it's fantastic. There __ (be) a lot of nice restaurants, and we usually ___ (go) for a walk there in the evening and then ___ (have) dinner. You'd really like it.

See you next week!

Love,

Melanie

PS Matthew sends his love.



Kim Williams

8 Freeman Place

Clifton

Bristol BS4 6MR

England

c Read the postcard again. Put the verbs in the correct form (present simple, present continuous, or past simple).

WRITE a postcard to another student. Imagine you're on holiday in another town or city. Give this information.

- Are you having a good time? Where are you at the moment?

What are you doing?

• Say something about the town / city.

- · When did you arrive? · Where are you staying?

- What did you do yesterday?

Check your postcard for mistakes.

• Say what you usually do in the evening.

VOCABULARY verb phrases

a Match the verbs and phrases.

ask	call	check out	pay	sign	need	
1 of a ho <u>tel</u>		4	,	r name		
2 for the bill		5		o with your <u>lu</u>	-	
3	by <u>cr</u>	edit card	6	a <u>ta</u>	xi (for somebo	ody)

b In pairs, test your partner.

CHECKING OUT

a **8.15** Mark is leaving the hotel. Cover the dialogue and listen. What does he ask for? What two things doesn't he need?

YOU HEAR YOU SAY Good morning, sir. Good morning. Can I have my bill, please? I'm checking out. 1 Which room _ _ it? Room 425. ____ you have anything from the minibar last night? Yes, a mineral water. Here you are. ³ How __ _ you like to pay? American Express. ⁴ Thank you. OK. _ _ you sign here, please? Thank you. you like me to call a taxi for you? No, thanks. _ you need any help with your luggage? No, I'm fine, thanks. Have a good trip, Mr Ryder. Thank you. Goodbye. Goodbye.



- **b** Listen again. Complete the YOU HEAR phrases.
- c **8.16** Listen and repeat the YOU SAY phrases. Copy the <u>rhy</u>thm.
- **d** In pairs, roleplay the dialogue.

SOCIAL ENGLISH

- a 8.17 Listen. Circle the correct answer.
 - 1 Allie says the traffic is **terrible** / **horrible**.
 - 2 Mark gets a taxi / train to the airport.
 - 3 Allie is going to meet Mark at the station / airport.
 - 4 Mark's flight leaves in 30 / 40 minutes.
 - 5 Allie's boss said she can / can't go to the conference.
- b What do you think is going to happen to Mark and Allie in the future?
- c Who says the USEFUL PHRASES, Mark or Allie? Listen again and check. How do you say them in your language?





USEFUL PHRASES

*I'll call a taxi.
Well, thanks for everything.
*I'll meet you (at the airport).
Where can we meet?

Could you call me a taxi, please? Sorry I'm late. Have a safe trip!

*I'll = I will (future)

Study Link MultiROM



a Read about the three hotels. Which one would you most like to go to?



Mena House Oberoi Hotel, Giza, Egypt

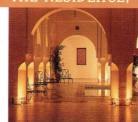
This hotel is where Egyptian kings stayed! It is a luxury hotel with the best view of the pyramids, and is the only hotel in Egypt with a golf course. Double rooms from €249. www.oberoihotels.com

Hotel Danieli, Venice, Italy



This hotel has 91 beautiful rooms. The best rooms are in the old part (ask for Dandolo's palace) and there's a wonderful roof terrace with views over the lagoon. Double rooms from € 349. danieli.hotelinvenice.com

THE RESIDENCE, TUNIS, TUNISIA



This amazing hotel has a sea water spa and beautiful gardens. Famous guests include Sting and Catherine Deneuve. Double rooms from €211.

www.theresidence-tunis.com

b Read Sylvie's e-mail. Which hotel is she writing to?

From	Sylvie Vartan sylvievartan@hotmail.com		
То	1101(0.112)		
Subject	Reservation for November		
Dear Sir	/ Madam	a to the same of t	_
I would	like to make a ² for a single ³ for three	e ⁴ , 24, 25, and 26 Novembe	r.
I would	like a room with a 5 of the gardens, if possible		
	ne spa treatments?		
8	confirm the reservation.		
1.00			
Sylvie Va	artan		

c Complete the e-mail with these words.

Madam information Please nights reservation room Yours view

d Complete the chart.

	Informal e-mails (to a friend)	Formal e-mails (to a hotel)		
Beginning	Hi / Hello / Dear (Antonio)	(Sir / Madam / Mr. Smith)		
End	Hope to hear from you soon. All the best / Love	Please (the reservation).		
Name	First name only	First name and		

WRITE an e-mail to one of the hotels to make a reservation for you and your partner, family, etc.

Say...

- what room(s) you would like (single, double, how many).
- when you want to go (number of nights and dates).

Ask

- for a room with a view and information about something.
- the hotel to confirm the reservation.

Check your e-mail for mistakes.

Town and city

- a Match the words and pictures.
 - an art gallery
 - a castle /'ka:sl/
 - a cinema /'sɪnəmə/
 - a mu<u>se</u>um /mjuˌziəm/
 - a theatre /ˈθɪətə/
 - a bank
 - a chemist's / pharmacy /'kemists/
 - a department store
 - a <u>mar</u>ket
 - a shopping centre /'sentə/
 - a <u>su</u>permarket
 - a bridge /bridʒ/
 - a park
 - a river /'rɪvə/
 - a road
 - a square /skweə/
 - a street
 - a bus station
 - a railway station
 - a <u>tra</u>vel <u>ag</u>ent's
 - a church
 - a mosque
 - a <u>hos</u>pital
 - 1 a police station
 - a post office
 - a school
 - a <u>sports</u> <u>cen</u>tre
 - a town hall
- **b** Cover the words and look at the pictures. Test yourself or a partner.
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