

Welcome

We are pleased to introduce our brilliant and astonishing online classes to you.

To make this learning environment successful and fruitful, follow these steps:

- ✓ Please be on mute.
- ✓ Your webcam is optional.
- ✓ Feel free to ask questions if you have any, so your instructor can find out what you need improvement with.



Preamble



**For a better learning experience,
we skip most questions to answer
in another session. The next class
will focus on both your questions
and our main lesson.**



**The first session of the course will focus
on simple phrases for everyday situations.**



Greetings

They are divided into two types: formal greetings, which are often used in professional or respectful settings, and informal greetings, which are more common in casual or friendly interactions.



Formal Greetings



Good morning.
Good afternoon.
Good evening.
How do you do?
It's a pleasure to meet you.
I hope you are doing well.
Greetings.
How are you today?

Informal Greetings



Hey!
Hi there!
Hello!
What's up?
How's it going?
Yo!
How's everything?
What's new?



Ways of Asking How Someone Is

There are several ways to ask how someone is. These can be categorized into formal and informal options.



Formal Ways to Ask

How do you do?
How are you today?
How have you been?
I hope you're doing well.
How are you feeling?
I trust you're doing well.
I hope all is well with you.

Informal Ways to Ask

How's it going?
What's up?
How's everything?
How are you?
What's new?
How's life?
How are things?
You good?



How are you? is a commonly asked question, and there are several ways to answer it. These answers can be categorized into formal and informal options.



Formal Ways to Answer

I'm doing well, thank you.

I'm fine, thank you for asking.

I'm doing quite well, how about you?

I'm doing great, thank you for your concern.

I'm well, thank you. How are you?

I'm feeling very well, thank you

Informal Ways to Answer

I'm good, thanks!

I'm doing fine!

I'm okay, how about you?

I'm doing great!

I'm all right, thanks for asking!

I'm doing awesome! Not bad,
how about you?

I'm good, just chilling!



Asking for Names: There are several ways to ask for someone's name, which can be categorized in different ways. Here are some common phrases.



Formal Ways

May I ask your name?
Could you kindly tell me your name?
What is your full name, please?
Pardon me, but what is your name?
I would like to know your name, if I may.
Would you mind sharing your name with me?
How should I address you?

Informal /Casual Ways

What's your name?
Hey, what's your name?
Who am I speaking with?
Mind telling me your name?
Can I know your name?
What do you go by?
How do you like to be called?



Asking for Names



Friendly/Playful Ways

What's the name I should call you by?
So, what's your moniker?
What's your name, if you don't mind me asking?
Who am I lucky enough to be talking to?
What's your name, buddy?

Professional Ways (in business settings)

May I have your name for the record?
Could you please provide me with your name?
I'd like to know your name for future correspondence.
What name should I address you by in this setting?



Ways to answer when someone asks for your name, depending on the level of formality



Formal Responses

My name is [First Name] [Last Name].

I am [First Name] [Last Name].

You can call me [First Name].

I go by [First Name].

I am pleased to introduce myself, [First Name] [Last Name].

I am [First Name], and it's a pleasure to meet you.

Informal Responses

I'm [First Name]. You can call me [First Name].

My name's [First Name], nice to meet you!

Hey, I'm [First Name].

I'm [First Name], what about you?

Just [First Name].



Ways to answer when someone asks for your name, depending on the level of formality



Friendly/Playful Responses

Call me [Nickname] if you'd like!
The name's [First Name], but you can call me [Nickname]!
I'm [First Name], but most people just call me [Nickname].
I go by [Nickname], but my full name is [Full Name].

Professional Responses

I'm [First Name] [Last Name], and I work as [Your Job Title].
My name is [First Name] [Last Name], and I am [Job/Role].
I am [Full Name], and I'm looking forward to working with you.
It's [Full Name]. I'm in [Department/Role].



Ways to answer when someone asks for your name, depending on the level of formality



Friendly/Playful Ways

- Alright, I'm off to conquer the world! Talk soon!
- I guess I'll let you get back to your day. Catch you later!
- Well, I should let you go before I start talking your ear off!
- It's time for me to dash! Take care!
- Time to say goodbye for now! Don't be a stranger!

Professional Ways (in business settings)

- Thank you for your time. I look forward to following up with you.
- I'll wrap it up here. Please feel free to reach out if you need anything.
- It was a pleasure discussing this with you. I'll be in touch soon.
- I believe that covers everything for now. Thank you again for your time.
- I'll let you go now. Please don't hesitate to reach out if you need further assistance.



Ways to answer when someone asks for your name, depending on the level of formality



Polite Ways (General)

- Thanks for the chat. Take care!
- It's been great talking to you. Have a good day!
- I think that's everything for now. Goodbye!
- Thanks again! I'll talk to you later.
- It was nice catching up! Let's chat again soon.



Ways to End a Conversation: Ending a conversation gracefully is important for leaving a positive impression. Here are some common and effective phrases to use.



Formal Ways

It was a pleasure speaking with you.
Thank you for your time.
I look forward to our next conversation.
I appreciate the conversation.
Take care.
I hope you have a great day. Goodbye.
It was nice meeting you.
Wishing you all the best.
I'll let you go now.
Have a wonderful day.

Informal /Casual Ways

It was great chatting!
Catch you later.
I should get going, but it was nice talking to you!
Alright, I'll talk to you soon!
This was fun! Let's catch up again soon.
Take care! Talk to you later.
I have to run, but let's talk again soon!
See ya [you].



Let's practice what you have learned

- A) Hi, how are you?
B) I'm fine, thanks. And you?
A) Fine, thanks. What's your name?
B) My name is Pete, how about you
B) I am Josh.
A) Nice to meet you, Josh!
B) You too.

Words to remember during the conversation

- How about you?
- What about you?
- And you?

These phrases are used to return a question without repeating the same one



Introducing Yourself

An introduction typically helps others learn a little about you by providing basic information in a clear and confident way.

It always begins with a casual greeting, such as 'Hello, how are you?' Then continue by giving your name, where you're from, profession, and so on.



Key vocabulary and phrases to remember during an introduction

Hello, my name is...

I am from...

I am [age] years old [Optional].

I live in...

I like [hobby][Optional].

I am a [profession/student].

For example

Hi, my name is Kate. I'm from Chile. I'm 20 years old. I'm a software engineer. I like playing video games.



Common Phrases for Asking for Help

Formal and Informal Options

Formal Phrases

Could you please help me?
Would you mind helping me?
I need assistance, could you help?
Would you be able to assist me with this?
I would appreciate your help.
Could I ask for your help with something?
May I ask for your assistance?



Informal Phrases

Can you help me?
Could you give me a hand?
Can you give me a hand with this?
I need help with this, can you help?
Hey, can you help me out?
Can you do me a favor?
Do you mind helping me?



Answers



Formal Answers

Certainly, how can I assist you?
Of course, what do you need help with?
I'd be happy to help.
Sure, what do you need help with?
I can help, what's the issue?
Yes, I'd be happy to assist.
It's my pleasure.
I'm happy to help, just let me know what you need.



Answer

Informal Answers

Sure, what do you need?
Yeah, what's up?
I got you, what do you need?
Let me help you out.
No problem, what's up?
Yeah, what do you want me to do?
Not at all, what do you need?
Of course, how can I help?



Ways to Say "I Understand"

Formal and Informal Options

Formal Phrases

I understand.
I see.
I comprehend.
I get it.
I follow you.
That makes sense.
I understand what you're saying.
I grasp the concept.



Informal Phrases

Got it!
I get it.
I see.
Okay, I understand.
Makes sense.
Alright, I got it.
Yeah, I follow.



Ways to Say "I Don't Understand"

Formal and Informal Options



Formal Phrases

I don't understand.
I'm afraid I don't follow.
Could you please clarify?
I'm not sure I understand.
I don't quite follow you.
I'm not sure I grasp the concept.
Could you explain that again?



Informal Phrases

I don't get it.
Huh?
I don't understand.
Can you say that again?
I'm not sure what you mean.
What?
I don't follow.



**We have reached the end of our lesson.
We suggest that you practice the lesson
content as often as possible to help you
remember it. Always remember, practice
keeps your memory fresh and active.**





SUCCESSFUL ENGLISH
TUTORING SERVICES

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