Responding to Introductions

B1-PLUS · Functional English · WORKSHEET

Name: _____ Date: _____

1. Choose the best response.

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1. “Carlos, this is Ana.”
   Choices: Nice to meet you, Ana. / Yes. / Okay, bye.

   Answer: _____

2. “I work in design.”
   Choices: That sounds interesting. How long have you worked there? / Good. Next. / I not know design.

   Answer: _____

3. “Ana is our new manager.”
   Choices: I’ve heard a lot about you. Welcome! / You are new. Who? / Manager? Why?

   Answer: _____

4. Remembering a name:
   Choices: Nice to meet you, Pablo. / Nice to meet you. / Hello person.

   Answer: _____

2. Complete the response.

Write one word.

1. Nice to ___ you, too.

2. I’ve ___ a lot about your work.

3. That sounds really ___!

4. How ___ have you lived here?

3. Write the dialogue.

Write short responses.

1. Respond to “This is my colleague, Ana.”

3. Write the dialogue. (continued)

2. Show interest in her job.

3. Write a follow-up and a closing.