

Greetings & Social Interactions

Greetings

How to introduction yourself



Informal

Hi, I am.....

Hello, My name is.....

How to introduction yourself



Informal

Hi, I am.....

Hello, My name is.....

Formal

Good morning.

Allow me to introduce myself.

My name is.....

How to introduce someone else



Informal

This is my friend, Sunee.

How to introduce someone else



Informal

This is my friend, Sunee.

Formal



May I introduce my colleague, Sunee Halen

Allow me to introduce my colleague, Sunee Halen

I would like you to meet my colleague, Sunee Halen

What to say after introductions



Informal

A: Hi Sue, Nice to meet you

B: Nice to meet you too

A: Hello Sue. I am happy to meet you

B: Lovely to meet you too.

What to say after introductions



Informal

A: Hi Sue, Nice to meet you

B: Nice to meet you too

A: Hello Sue. I am happy to meet you

B: Lovely to meet you too.



Formal

A: How do you do, Ms. Halen

B: How do you do

A: It's pleasure to meet you, Ms. Halen

B: I'm very pleased to meet you too.

How to say goodbye

Informal



A: I must go. Catch you later

B: O.K. see you later. Bye.

A: I'll be off now. Speak to you later

B: Sure. Take care.

How to say goodbye

Informal



A: I must go. Catch you later

B: O.K. see you later. Bye.

A: I'll be off now. Speak to you later

B: Sure. Take care.

Formal



A: It has been a pleasure meeting you. Good bye.

B: The please is mine. I hope to see you again soon.

A: I must be on my way. It was nice seeing you again

B: Likewise. I look forward to seeing you again soon.

Small talk topics



Travel

How was your trip?

Did you have any trouble finding us?

Small talk topics



Travel

How was your trip?

Did you have any trouble finding us?

It was fine/ very smooth.

It was a bit delayed/ the traffic was terrible/

I missed my connection/ the plane was late.

There was no problems



Small talk topics



Weather

How do you find the weather here?

How is the weather here?

It's lovely / sunny / warm.

It was cloudy / cold / wet / stormy / windy

Self introduction

1. Greet them
2. Say your name
3. Give extra information
4. Say something please

