

Meeting People- Key Words, Phrases, Dialogues and Topics

Part One: Personalised realistic roleplays

Describe a situation in which you have to speak English when you meet people face to face, for the first time or meeting again, describing factors like this:

- 1 Arranged meeting?/ Meeting by chance?
- 2 Venue (= place where you meet, e.g. conference/trade fair, reception of your building, meeting room in their building, cafeteria, lift, airport, plane, bus, train, station, hotel)
- 3 You travelled to the venue?/ The other person travelled to the venue?/ Both?
- 4 Meeting for the first time?/ Meeting again?
- 5 What you already know about each other (names, company, role, family, country, etc)
- 6 Previous contact with that person (previous meeting, telephone to arrange the meeting, email to send an agenda for the meeting, etc) and time since then
- 7 Formality (very formality/ formal/ medium formality/ fairly informal/ very casual)
- 8 Good topics of conversation (venue, things going on around you, sport, weather, travel, countries, companies, jobs/ roles, the last time you were in contact, people you both know, food and drink, business conditions, present projects, products/ services, etc)
- 9 Exchange business cards?/ Already exchanged business cards?
- 10 What will happen after the small talk (really start the meeting, have to meet other people, introduce to others, back to work, back to your desk, take to a meeting room, event starting, reach your floor, etc)

Roleplay that situation with your partner, with you as yourself and your partner as the foreign person who you will meet. If you are roleplaying the small talk before a business meeting, don't discuss the actual agenda of the meeting, just skip to the similar social language at the end. Note that the list above is not a format for such a conversation, it's just background information that your partner will need to play their role.

If you haven't already, roleplay meeting someone for the first time and then meeting the same person again, using the example situations below to help if you like.

Imaginary example situation 1

- 1 Meeting by chance
- 2 Conference or trade fair
- 3 Both travelled to the venue
- 4 Meeting for the first time
- 5 Know nothing about each other
- 6 No previous contact with that person
- 7 Medium formality
- 8 Good topics of conversation: things going on around you, companies, jobs/ roles
- 9 Exchange business cards
- 10 Event starting, but will email each other later in the week

Imaginary example situation 2

- 1 Meeting by chance
- 2 Conference or trade fair
- 3 Both travelled to the venue
- 4 Meeting again
- 5 Already know names, companies, jobs/ roles, countries, etc
- 6 Met at the same event two years ago and emailed just after
- 7 Fairly informal
- 8 Good topics of conversation: business conditions, products, people you both know
- 9 Already exchanged business cards
- 10 Have to talk to other people but will email later and hopefully meet up again

Meeting people key words, phrases, dialogues and topics

Part Two: Jigsaw dialogues

Without looking below for now, divide the cards that you are given into three categories:

- Used when you meet someone for the first time
- Used when you meet someone again
- Possible in both situations

Then put all the cards into two conversations in order, one with two people meeting for the first time at a conference and the other with two different people meeting again at a conference. Both conversations go A B A B etc. All the cards should only be able to go in one place, including those which could be suitable in both situations. The two conversations are not the same length.

Check your answers with un-cut-up versions of the worksheet, test your partner on their ability to answer phrases from below (with true information about them), then roleplay the same two situations.

Cards to cut up/ Suggested answers

Meeting for the first time

A: Is this the right place for the workshop on Lloyds of London?
B: Yes, that's right. That's what I'm here for too.
A: Oh good. Thanks. Is this seat free?
B: Yes, it is. Please take a seat. It's really busy, isn't it?
A: Yes, it is, isn't it? I'm John, by the way. John Smith, from AIU.
B: Pleased to meet you, John. My name's Javier. Javier Grande.
A: It's a pleasure to meet you, too, Javier. Who do you work for?
B: I work for Swiss Re.

A: Where is it based?

B: Its HQ is in Zurich, in Switzerland. What do you do, John?

A: I'm in charge of marketing for new products. How about you?

B: My duties are almost the same as yours, actually. I'd like to learn more about what you do, but the workshop is going to start. Do you have a business card?

A: Yes, I do have one somewhere. Just a moment. Here you are.

B: Thanks. And here's mine. It was really nice to meet you. I'll email you later this week.

A: It was great to meet you, too. I look forward to hearing from you.

Meeting again

A: Excuse me, Javier? It's John. We met at this conference two years ago.

B: Wow, John! Long time no see. Great to see you again.

A: It's lovely to see you too. How are you?

B: I'm fine, thanks. How about you? How's business?

A: Very good, thanks. Our new product is selling well. Do you still work with Leonardo?

B: Yes, I do. You must come for dinner with us next time you come to Belgium.

A: I'd love to! Anyway, I'm afraid I have to speak to a few more people before the conference ends, but I'll email you sometime next week.

B: Of course, no problem. Me too. It was great to see you again. Looking forward to hearing from you soon.

Meeting people key words, phrases, dialogues and topics

Part Three: Useful phrases for meeting people and meeting people again

Stand up and go around roleplaying meeting people in the room, imagining it is the first time you have met (even you have had previous contact by email etc.)

Do the same, but imagining you are meeting again.

Brainstorm things to say in each of those situations.

Without looking at the worksheet below, listen to your teacher and hold up the correct card depending on whether what you hear is someone you say when you meet someone face to face for the very first time (1st) or when you meet someone for a second or subsequent time (Again).

Decide if the language in each section below is for meeting people the first time (1st) or meeting people again (Again) (usually at the beginning of the conversation, but sometimes at the end).

- Can I **ask** your name, please?
- I'm sorry, I didn't **catch** your name.
- **And** you are?

- Do you **have** a business card (on you)?
- Perhaps we should **exchange** business cards.

- **Glad** to meet you.
- **Delighted** to meet you.
- I've been looking **forward** to meeting you. I've heard so much about you.

- Good afternoon. I have an **appointment** with (name).
- Hi, I'm **here** to see (name).
- I'm **supposed** to meet (name). Is that you (by any chance)?

- How was your **weekend**?/ Did you have a good **weekend**?
- How was your **trip**?

- How's **business**?
- How's **work**?

- How's it **going**?
- How are **things**?
- How's **life**?

- How's your **project** going?
- What are you **working on** at the moment?/ Are you still **working on**...?
- Did you see the **game** between... and... (last night)?



- I don't know if you **remember** me, but...
- (name)? It's (name). **We** met.../ It's (name), right? It's (name). **We**... together.
- **Long** time no see. How have you been?

- I don't think we've been **introduced**./ I don't think we've **met**.
- May I **introduce** myself?/ I should probably **introduce** myself.

- Is anyone **sitting** here?/ Is this seat **free**?
- Is this the **right** place for...?
- It's really hot/ humid/ busy/ crowded, **isn't it**?

- Is this your **first** time in...?
- Did you have any trouble **finding** us?/ Did you have any problems **finding** us?

- It was a **pleasure** to meet you.
- It was nice **meeting** you.
- It was so nice to **finally** meet you (face to face).

- It was **great** to see you (again).
- It was really nice to **catch** up.

- It was **so** nice to see you (again).
- It's been **lovely** to see you (again).

- It's so nice to **finally** meet you (face to face).
- (It's) **very** nice to meet you.
- **Pleased** to meet you.
- It's a **pleasure** to meet you.

- It's **so** nice to see you (again).
- It's **great** to see you (again).
- It's **lovely** to see you (again).

- It's (all) **written** on my business card.
- **Let** me give you my business card.
- **Here's** my business card.

- I'm (name), by the **way**.
- I **forgot** to introduce myself. I'm (name)

- My **name** is (name) and I...
- Please **call** me (name).

- We've **emailed** each other but...
- We've spoken many times on the **phone**, but...

- What do you **do**?/ What's your **job**?
- What **exactly** do you do (in your job)?/ What are your **duties**?/ What's your **role**?

- What is your bestselling **product**?/ What is your most famous **product**?
- Where is your company **based**?

- Where have you **come** from today?/ Did you have to **come** far today?
- Where are you **from**?/ Where do you come **from**?

- **Who** do you work for?
- What does your **company** do?/ What kind of **company** do you work for?
- What does your **division/ department/ section/ team** do?

- You **must** be (name).
- **Excuse** me, are you (name)?/ I'm **sorry**. Are you (name)?

Brainstorm at least two of each of these categories into the spaces below

Meeting for the first time

Checking if it's the person that you think it is

Other ways of smoothly starting the conversation/ Leading into an introduction

Meeting someone who you've had other contact with

Giving your own name

Asking for names

Expressions meaning "Nice to meet you"

Making conversation/ Chatting/ Small talk (company, hometown, etc)

Discussing business cards

Like "Nice to meet you", but at the end of the conversation

**Meeting again
Starting conversations**

Expressions meaning “Nice to see you (again)”

Meeting again after a long time

Expressions like “How are you?”

Making conversation/ Chatting/ Small talk (projects, family, etc)

Like “Nice to see you (again)”, but at the end of the conversation

Use these words to help with the task above. If there are words divided with a forward slash, there is more than one similar phrase.

Meeting for the first time

Checking if it's the person that you think it is

- appointment
- here
- supposed
- must
- excuse/ sorry

Other ways of smoothly starting the conversation/ Leading into an introduction

- sitting/ seat
- right
- isn't it?
- introduced/ met
- introduce

Meeting someone who you've had other contact with

- emailed
- phone

Giving your own name

- name
- call
- way
- forgot

Asking for names

- ask
- catch
- and

Expressions meaning "Nice to meet you"

- finally
- very
- pleased
- pleasure
- glad
- delighted
- forward

Making conversation/ Chatting/ Small talk

- do
- exactly/ duties/ role
- who
- company
- division/ department/ section/ team
- product
- based
- first
- finding
- come
- from



Discussing business cards

- have
- exchange
- written
- let
- here

Like “Nice to meet you”, but at the end of the conversation

- pleasure
- meeting
- finally

Meeting again

Starting conversations

Expressions meaning “Nice to see you (again)”

- so
- great
- lovely

Meeting again after a long time

- remember
- we
- long

Expressions like “How are you?”

- going
- things
- life
- business
- work
- weekend
- trip

Making conversation/ Chatting/ Small talk

- project
- working on
- game

Like “Nice to see you (again)”, but at the end of the conversation

- so
- lovely
- great
- catch



Suggested answers

Meeting for the first time

Checking if it's the person that you think it is

- Good afternoon. I have an **appointment** with (name).
- Hi, I'm **here** to see (name).
- I'm **supposed** to meet (name). Is that you (by any chance)?
- You **must** be (name).
- **Excuse** me, are you (name)?/ I'm **sorry**. Are you (name)?

Other ways of smoothly starting the conversation/ Leading into an introduction

- Is anyone **sitting** here?/ Is this seat **free**?
- Is this the **right** place for...?
- It's really hot/ humid/ busy/ crowded, **isn't it**?
- I don't think we've been **introduced**./ I don't think we've **met**.
- May I **introduce** myself?/ I should probably **introduce** myself.

Meeting someone who you've had other contact with

- We've **emailed** each other but...
- We've spoken many times on the **phone**, but...

Giving your own name

- My **name** is (name) and I...
- Please **call** me (name).
- I'm..., by the **way**.
- I **forgot** to introduce myself. I'm...

Asking for names

- Can I **ask** your name, please?
- I'm sorry, I didn't **catch** your name.
- **And** you are?

Expressions meaning "Nice to meet you"

- It's so nice to **finally** meet you (face to face).
- (It's) **very** nice to meet you.
- **Pleased** to meet you.
- It's a **pleasure** to meet you.
- **Glad** to meet you.
- **Delighted** to meet you.
- I've been looking **forward** to meeting you. I've heard so much about you.

Making conversation/ Chatting/ Small talk

- What do you **do**?/ What's your **job**?
- What **exactly** do you do (in your job)?/ What are your **duties**?/ What's your **role**?
- **Who** do you work for?
- What does your **company** do?/ What kind of **company** do you work for?
- What does your **division/ department/ section/ team** do?
- What is your bestselling **product**?/ What is your most famous **product**?
- Where is your company **based**?
- Is this your **first** time in...?
- Did you have any trouble **finding** us?/ Did you have any problems **finding** us?
- Where have you **come** from today?/ Did you have to **come** far today?
- Where are you **from**?/ Where do you come **from**?

Discussing business cards

- Do you **have** a business card (on you)?
- Perhaps we should **exchange** business cards.
- It's (all) **written** on my business card.
- **Let** me give you my business card.
- **Here's** my business card.

Like "Nice to meet you", but at the end of the conversation

- It was a **pleasure** to meet you.
- It was nice **meeting** you.
- It was so nice to **finally** meet you (face to face).

Meeting again

Starting conversations

Expressions meaning "Nice to see you (again)"

- It's **so** nice to see you (again).
- It's **great** to see you (again).
- It's **lovely** to see you (again).

Meeting again after a long time

- I don't know if you **remember** me, but...
- (name)? It's (name). **We** met.../ It's (name), right? It's (name). **We**... together.
- **Long** time no see. How have you been?

Expressions like "How are you?"

- How's it **going**?
- How are **things**?
- How's **life**?
- How's **business**?
- How's **work**?
- How was your **weekend**?/ Did you have a good **weekend**?
- How was your **trip**?

Making conversation/ Chatting/ Small talk

- How's your **project** going?
- What are you **working on** at the moment?/ Are you still **working on**...?
- Did you see the **game** between... and... (last night)?

Like "Nice to see you (again)", but at the end of the conversation

- It was **so** nice to see you (again).
- It's been **lovely** to see you (again).
- It was **great** to see you (again).
- It was really nice to **catch** up.

Do the same for these new categories:

Making conversation (when meeting for the first time or meeting again)

Introducing other people

Signalling that the conversation is coming to an end/ Smoothly ending the conversation

Giving reasons for ending the conversation

Talking about the next contact between you

Good wishes for something that the other person will do in the future



Key words

Use these words to help with the task above

Making conversation (when meeting for the first time or meeting again)

- journey/ flight
- weather
- the news
- how long
- hotel
- staying
- here

Introducing other people

- this
- met
- may/ can
- like

Signalling that the conversation is coming to an end/ Smoothly ending the conversation

- interesting
- more
- time
- hear
- fascinating
- productive

Giving reasons for ending the conversation

- someone
- meeting
- busy
- train

Talking about the next contact between you

- check
- email
- phone
- later/ now
- next/ on/ then
- soon
- around
- chance

Good wishes for something that the other person will do in the future

- luck
- time
- fun
- trip
- weekend
- care/ voyage/ journey

Suggested answers

Many other answers, but with and without these key words, so please check other phrases that you wrote with your teacher.

Making conversation (when meeting for the first time or meeting again)

- How was your **journey**?/ How was your **flight**?
- How the **weather** in... (now)?
- Your company was in **the news** yesterday...
- **How long** are you here?/ How long will you be here?
- What's your **hotel** like?/ How's your **hotel**?
- Where are you **staying**?/ Are you **staying** near here?
- Why are you **here** today?/ What brings you **here** today?

Introducing other people

- **This** is (my/ the...) (name).
- Have you **met**...?/ I don't think you've **met**...
- **May** I introduce you to...?/ **Can** I introduce you to...?
- I'd **like** to introduce you to...

Signalling that the conversation is coming to an end/ Smoothly ending the conversation

- Well, it's been really **interesting** talking to you but...
- So, I'd love to speak **more** but...
- Well then, I'm really glad we had this **time** to talk but...
- So then, it was great to **hear** about your job, but...
- Okay then, this has been **fascinating**, but...
- Okay, this has been very **productive**, but...

Giving reasons for ending the conversation

- I'm afraid there's **someone** I really need to speak to.
- I have a **meeting** in five minutes, so...
- I know you are really **busy**, so...
- I have a **train** to catch, so.../ My **train** leaves in ten minutes, so...

Talking about the next contact between you

- I'll **check** with my boss and...
- As I said, I'll **email** about...
- I'll **phone** you about...
- See you **later**./ Bye for **now**.
- See you **next**.../ See you **on**.../ See you **then**.
- See you **soon**.
- See you **around**.
- I hope we have the **chance** to meet again soon.

Good wishes for something that the other person will do in the future

- Good **luck** with...
- (I hope you) have a good **time**.
- (I hope you) have **fun**.
- Have a good **trip**.
- (I hope you) have a good **weekend**.
- Take **care**./ Bon **voyage**./ Have a safe **journey**.



Meeting people roleplays, dialogues, key words and phrases

Part Three: Useful phrases for meeting people and meeting people again

Photocopiable cards for students to hold up

The first time	Again

Meeting people key words, phrases, dialogues and topics

Part Four: Replies

Without looking above yet, try to think of/ remember phrases which take these replies. Sometimes more than one original statement or question is possible. If there is more than one thing on a line below, they can be used in reply to the same thing.

- Good idea. Let me just find mine.
- Great. Looking forward to hearing from you.
- I do. Just a moment while I find them.
- I hope so too.
- I work for Kobe Steel./ I work for a Japanese raw materials company.
- I'm a sales rep.
- I'm in charge of customer support in the Middle East and North Africa./ I help develop new products./ I'm responsible for.../ I have to...
- I'm Japanese./ I'm from Aichi in Northern Japan.
- It checks quality and helps improve processes.
- It has been ages, hasn't it?
- It is actually. It's great to be here./ Actually, yes. I've always wanted to visit./ It's my second time, but I haven't been here for ages.
- It mainly produces raw materials like steel and copper.
- It was great to see you too.
- It's lovely to see you too.
- It's so nice to finally meet you too.
- Just Shinagawa, so not too far./ We came straight from New York, actually.
- Just two days this time./ I have to leave tomorrow, unfortunately.
- Nice to meet you (name). I'm (name).
- No, I don't think we have. I'm (name).
- No, it's free. Please take a seat.
- No, no problems at all. The map you sent was very clear thanks.
- Not bad./ Fine/ Great!/ Good/ Very well + thanks/ thank you. + And you?/ How about you?/ What about you?
- Of course I remember you. Long time no see.
- Of course, I'll let you get on./ No problem, thanks for talking to me.
- Of course.
- Our HQ is in Kobe, Japan./ Our head office is in Western Japan.
- Pleased to meet you too.
- Thank you very much. Here's mine.
- Thanks. You too.
- That's me. Thanks for coming.
- That's right. You must be (name).
- Very comfortable, thanks.
- We're quite well-known for stainless steel and aluminium.
- Yes, it is, isn't it?
- Yes, that's right./ I hope so! That's what I'm here for too.
- Yes. Please go ahead.

Look on the previous worksheets to help check your answers, then check with the answer key below.

Suggested answers

Note that the phrases above are in alphabetical order, not the same order as above. Other answers might be possible, so please ask your teacher if you think you have other possibilities.

Meeting for the first time

Starting the conversation/ Leading into an introduction

- Is anyone sitting here? – No, it's free. Please take a seat.
- Is this seat free? – Yes. Please go ahead.
- Is this the right place for...? – Yes, that's right./ I hope so! That's what I'm here for too.
- It's really hot/ humid/ busy/ crowded, isn't it? – Yes, it is, isn't it?
- I don't think we've been introduced./ I don't think we've met. – No, I don't think we have. I'm (name).
- May I introduce myself?/ I should probably introduce myself. – Of course.

Checking if it's the person that you think it is

- Good afternoon. I have an appointment with (name)./ Hi, I'm here to see (name). – That's me. Thanks for coming.
- I'm supposed to meet (name). Is that you (by any chance)?/ You must be (name)./ Excuse me, are you (name)?/ I'm sorry. Are you (name)? – That's right. You must be (name).

Giving your own name

- My name is (name) and I.../ I'm..., by the way./ I forgot to introduce myself. I'm... - Nice to meet you (name). I'm (name).

Expressions meaning "Nice to meet you"

- It's so nice to finally meet you (face to face). – It's so nice to finally meet you too.
- Pleased to meet you. – Pleased to meet you too.

Making conversation

- What do you do?/ What's your job? – I'm a sales rep.
- What exactly do you do (in your job)?/ What are your duties?/ What's your role? – I'm in charge of customer support in the Middle East and North Africa./ I help develop new products./ I'm responsible for.../ I have to...
- Who do you work for? – I work for Kobe Steel./ I work for a Japanese raw materials company.
- What does your company do?/ What kind of company do you work for? – It mainly produces raw materials like steel and copper.
- What does your division/ department/ section/ team do? – It checks quality and helps improve processes.
- What is your bestselling product?/ What is your most famous product? – We're quite well-known for stainless steel and aluminium.
- Where is your company based? – Our HQ is in Kobe, Japan./ Our head office is in Western Japan.
- Is this your first time in...? – It is actually. It's great to be here./ Actually, yes. I've always wanted to visit./ It's my second time, but I haven't been here for ages.
- Did you have any trouble finding us?/ Did you have any problems finding us? – No, no problems at all. The map you sent was very clear thanks.
- Where have you come from today?/ Did you have to come far today? – Just Shinagawa, so not too far./ We came straight from New York, actually.

- Where are you from?/ Where do you come from? – I'm Japanese./ I'm from Aichi in Northern Japan.

Discussing business cards

- Do you have a business card (on you)? – I do. Just a moment while I find them.
- Perhaps we should exchange business cards. – Good idea. Let me just find mine.
- Here's my business card. – Thank you very much. Here's mine.

Like "Nice to meet you" at the end of the conversation

- It was a pleasure to meet you. – It was a pleasure to meet you too.

Meeting again

Starting conversations

Expressions meaning "Nice to see you (again)"

- It's lovely to see you (again). – It's lovely to see you too.

Meeting again after a long time

- I don't know if you remember me, but... - Of course I remember you. Long time no see.
- Long time no see. How have you been? – It has been ages, hasn't it?

Expressions like "How are you?"

- How's it going?/ How are things?/ How's life?/ How's business?/ How's work?/ How was your weekend? - Not bad./ Fine/ Great!/ Good/ Very well + thanks/ thank you. + And you?/ How about you?/ What about you?

Expressions like "Nice to see you (again)" at the end of the conversation

- It was great to see you (again). – It was great to see you too.

Making conversation (when meeting for the first time or meeting again)

- How long are you here?/ How long will you be here? – Just two days this time./ I have to leave tomorrow, unfortunately.
- What's your hotel like?/ How's your hotel? – Very comfortable, thanks.

Giving reasons for ending the conversation

- I'm afraid there's someone I really need to speak to./ I have a meeting in five minutes, so.../ I have a train to catch, so.../ My train leaves in ten minutes, so... – Of course, I'll let you get on./ No problem, thanks for talking to me.

Talking about the next contact between you

- I'll check with my boss and.../ As I said, I'll email about.../ I'll phone you about... - Great. Looking forward to hearing from you.
- I hope we have the chance to meet again soon. – I hope so too.

Good wishes for something that the other person will do in the future

- Good luck with.../ (I hope you) have a good time./ (I hope you) have fun./ Have a good trip./ (I hope you) have a good weekend./ Take care./ Bon voyage./ Have a safe journey. – Thanks. You too.

Test each other in pairs, then start and continue conversations with those phrases.

What are good topics and questions to continue conversations?

Part Five: The same or different

Without looking below, listen to two or more expressions and raise the “The same” or “Different” cards depending on their meanings. Then label the lines below with S for the same or D for different. If there are more than two, they are all the same or all different. If you get stuck, skip to the next one as it might help.

- Good evening./ Good night.

- Is anyone sitting here?/ Is this seat free?
- Can I introduce myself?/ May I introduce myself?

- I’m Alex./ My name is Alex.
- I’m Alex./ This is Alex.
- Can I ask your name?/ What’s your name?

- Nice to meet you./ Pleased to meet you./ How do you do?/ It’s a pleasure to meet you./ Glad to meet you.
- It’s so nice to meet you./ It’s so nice to see you (again).
- It’s so nice to finally meet you (face to face)./ It’s so nice to see you (again).

- How are you?/ How do you do?
- How are you?/ How about you?
- And you?/ How about you?/ What about you?
- How are you?/ Are you okay?
- Are you okay?/ What’s wrong?/ What’s the matter?
- How are you?/ How’s it going?/ How are things?/ How’s life?
- How are you?/ How have you been?
- How was your week?/ How has your week been?
- How’s business?/ How’s work?
- How was your trip?/ How was your journey?/ How was your flight?
- I’m fine, thank you./ Very well, thank you./ Not bad, thanks.
- Not bad./ So so.
- So so./ Not so good.

- How do you do?/ What do you do?
- What do you do?/ How’s your job?
- What’s your job?/ What do you do?
- What do you do?/ What are you working on?

- It was nice meeting you./ It was nice to meet you./ Nice meeting you.
- Nice to meet you./ It was nice to meet you.
- It was nice to meet you./ It was a pleasure to meet you.

- See you sometime./ See you on Monday.
- See you later./ See you soon.
- See you then./ See you, then.
- See you sometime./ I look forward to seeing you again sometime.

Check your answers, test each other and then hold conversations using the expressions.

Part Six: Good and bad questions and topics for making conversation

Choose questions from below which you think might prompt good conversation with your partner and ask the questions, with follow up questions if you like. Were you right that those were good questions?

- Are there any good... near here?
- Are you (originally) from (around) here?
- Are you allergic to anything?
- Are you married?
- Are you religious?
- Can you eat raw fish?
- Can you recommend... near here/ in (name of place)?
- Can you use chopsticks?
- Did you get much done this week?/ Have you had a productive week?
- Did you have a good weekend?/ How was your weekend?
- Did you have any trouble finding us?/ Did you have any problems finding us?
- Did you hear (the news) about...?
- Did you hear the weather forecast (for today/ tonight/ this weekend/...)?
- Did you see the game/ match between... and... (last night)?
- Do you do any sports?
- Do you drink alcohol?
- Do you drive?
- Do you eat meat?
- Do you follow football/ any team/ any Spanish teams?
- Do you have any children?/ Do you plan to have children?
- Do you have any pets?
- Do you have any plans for the weekend?
- Do you know (name)?
- Do you know what time...?
- Do you like/ What do you think about (name of famous person)?
- Do you like... food?
- Do you live near here?
- Do you own any shares?
- Do you smoke?
- Do you watch...?
- Do you work near here?
- Do you work with (name)?
- Have you been busy?/ Been busy?
- Have you ever been to...?/ Have you ever visited...?
- Have you ever read/ seen...?
- Have you heard from (name) recently?
- Have you read any good books/ seen any good movies recently?
- Have you tried... food?
- How are you (today)?
- How are you feeling?
- How are your family?
- How is (name)?
- How long are you here?/ How long will you be here?



- How long have you been... ing...?
- How much did your house cost?
- How much do you earn?/ How much money do you make?
- How much do you weigh?
- How old are you?
- How tall are you?
- How the weather in... (now)?
- How was your journey?/ How was the traffic?/ How was your flight?
- How was your week?/ How has your week been (so far)?
- How's business?
- How's the weather (outside now)?
- How's work?
- How's your love life?
- How's your project going?
- Is it going to rain/ snow (do you think)?
- Is there anywhere good to eat around here?
- Is this your first time in (name of place where you are)?
- Is... a safe place?
- Is... popular in your country?
- Nice/ Lovely/ Terrible/ Horrible weather, isn't it?
- That's a nice... Where did you buy it?/ How much did it cost?
- Wasn't your company in the news yesterday?
- What are you doing here?
- What are you working on (at the moment)?/ Are you still working on...?
- What did you study at university?
- What do you do?/ What's your job?
- What do you think about Prime Minister/ President...?
- What do you think about... women?
- What does your company do?/ What kind of company do you work for?
- What does your division/ department/ section/ team do?
- What exactly do you do (in your job)?/ What are your duties?/ What's your role?
- What is it like, working for...?
- What is your bestselling product?/ What is your most famous product?
- What's your hotel like?/ How's your hotel?
- Where are you from?/ Where do you come from?
- Where are you staying?/ Are you staying near here?
- Where are your parents from?
- Where have you come from today?/ Did you have to come far today?
- Where is your company based?
- Where is your family from?
- Which part of... do you live in?
- Which university did you go to?
- Who did you fly with?
- Who do you work for?
- Why are you here today?/ What brings you here today?

Do the same, but pretending that you have never met before.

What topics are good/ easy and bad/ difficult for starting and continuing conversations?



Brainstorm topics of conversation into these three categories:

Good topics of conversation even with strangers	Good topics of conversation with people you know	Taboo topics of conversation

Rank and discuss the easy and taboo topics game

Work in groups of two to five. Without looking below, take one or two cards each and work together to decide which card is:

- 1 Very easy/ good topics of conversation, even with strangers
- 2 Fairly easy/ good topics of conversation, including with people who you don't know (well)
- 3 Okay/ a little difficult topics of conversation
- 4 Fairly difficult topics of conversation (although maybe okay with friends)
- 5 Very difficult or absolutely taboo topics of conversation, best avoided

All are classified for British people, so might be different for people in your country.

Compare your answers with those on the pages below. They are the same as order as written above. Are there any which are surprising/ different for people in your country?

Choose a category that you want someone to ask you a question on. You will get that many points if you can answer the question fully, or some part of that many points if you can answer it partly, e.g. 2 points for half answering a 5 point question. You don't get any points for refusing to answer the question, but here are some useful phrases for doing so:

I'd rather not answer that (if you don't mind). I'm sorry, that's rather personal.
I'm afraid we don't really talk about that in my culture.

-
- (Recent) movies and TV programmes
 - America
 - Cars (e.g. something on the TV show Top Gear)
 - Celebrities (= famous people)
 - Complaints about a place you both work or live
 - Complaints about politicians
 - Complaints about transport
 - Drinking
 - Favourite sportsmen
 - First names
 - Football
 - Free time/ Hobbies
 - Hometowns
 - Hotels
 - How busy you are
 - International news stories
 - People who you both know
 - Pets
 - Places you have and haven't lived/ visited
 - Precise job title and what exactly you do (= details about your jobs)
 - Sightseeing in this/ your area
 - The room or building which you are in
 - The weather
 - Travel (e.g. to the place you are now, commuting, or travel abroad)
 - Your bad points



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- Airports/ Airlines
 - Allergies
 - Bargains/ How much you saved (for example in the summer sales)
 - Books
 - China
 - Complaints about your children and husbands/ wives
 - Cooking/ Food
 - Crime
 - DIY
 - Exercise/ Sports
 - Gardening
 - Gay people who you know
 - Holidays
 - Relationships between your countries and their closest neighbours
 - Relationships between your countries and their former colonies
 - Which school/ university you went to
 - Smoking
 - Sports teams which you support
 - Start a conversation with a taxi driver
 - Start a conversation with the bar staff (if you are sitting at the bar)
 - Vegetarianism (= not eating meat)
 - Which newspaper (or newspaper's website) you read
 - Young people nowadays

-
- Age
 - Climate change
 - Complaints about the police
 - Dieting
 - Domestic news (= news about your own countries)
 - Fashion
 - How good-looking (or not) men and women are in your countries
 - Property prices in your country/ area
 - Publicly owned broadcasters (BBC, ABC, NPR, NHK, etc.)
 - Scandals/ Negative news involving your companies
 - Seasonal changes
 - Start a conversation at the bar with another customer
 - Start a conversation at a bus stop
 - Suggest splitting the bill
 - The food that you are both eating
 - The history of your countries
 - Where you buy your clothes
 - WWI/ WWII
 - The death penalty
-

- Banking
- Baseball
- Censorship
- Complain about the food to a waiter
- Great things about your country
- Dating
- Discussing business/ Negotiating during drinks after work
- How you really feel
- Independence movements in parts of the country (e.g. Scottish independence)
- Personal investments
- Personal achievements
- Political extremism in your countries (= far right and extreme left)
- Poverty (= poor people)
- Previous political leaders of your countries (Tony Blair etc.)
- Stand up and introduce yourself
- Start a conversation on the bus or train
- The 2008 financial crisis
- The royal family
- The sex industry (hostess bars, “massage parlours”, etc.)
- Unions/ Industrial action
- What areas you live in
- What your houses cost
- Which political parties you are against

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- Animal rights
 - Body weight
 - Complaints about the other person’s country or area
 - Complement each other
 - Expensive things you have paid for
 - Gay marriage
 - Health problems/ Medical problems you have had
 - Immigration
 - Marital state (= married, single, divorced, etc.)
 - Nationalism/ Patriotism
 - Nuclear power
 - Parenting (= different ways to bring up your children)
 - Plans to have (more) children
 - Race
 - Religion
 - Salary/ Bonus
 - Sexism
 - Social class (working class, middle class, etc.)
 - Terrorism/ The war on terror
 - Trade pacts your countries belong to or could join (e.g. the EU)
 - Welfare payments (unemployment benefit etc.)
 - Which political parties you support
 - Your personal experience of the sex industry (strip shows etc.)