How do you say it on the phone?



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1.	Ask what someone's name is.	
2.	Ask what someone's name is after they've told you.	
3.	Tell someone to wait or ask someone to wait.	
4.	Ask or tell someone to say the same thing again.	
5.	Ask or tell someone you want to leave a message.	
6.	Tell someone you have to call them back.	

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7.	Call to tell someone you are going to be late.	
8.	Ask or tell someone to explain something or explain how to do something.	
9.	Ask or tell someone to explain something again.	
10.	Ask or tell someone to do something for you.	
11.	Ask or tell the department manager you need to talk to her or him.	
12.	What do you ask or tell people when you speak on the phone?	