

## Speaking

The following tips will help you to take part in everyday conversation in English, as well as helping you to succeed in the oral part of both the TELC and PET exams.


### 1 Getting to know each other

We often ask questions about family, work, free time activities, etc. when we don't know people very well.

#### TIPS

Don't just give one-word answers. Give extra information and add comments whenever possible.

Show an interest in what the others are saying by nodding, smiling and using phrases like *Really?* / *Is that right?* / *Yeah.*



Yes, I have one daughter.  
Her name's Alexandrina, but  
it's a bit long so most  
people call her Alex.

Really?  
That's a very  
unusual name.

#### TIPS

Use phrases like *Why don't we ...?* / *We could ...* / *I suggest we ...* to make suggestions and recommendations.

Try and give reasons for your opinions: *"Well, I'd rather go somewhere a little cooler because I always get a headache in hot weather."*

Encourage others to say something by using phrases like *What about you?* / *What do you think?* / *Do you agree?* / *What would you like to do?*

### 3 Everyday conversation

We often talk to each other about our likes, dislikes, habits, experiences and feelings on a variety of subjects (holidays, sport, what's in the news, etc.).

#### TIPS

Give yourself more time to think by using words and phrases like *Well ...* / *You know ...* / *Let me think ...*

Pay attention to your intonation to make sure that you sound interested and enthusiastic. If your intonation is flat, you may sound bored or impolite.

Show an interest in what the others are saying by using phrases like *Really?* / *Is that right?* / *Sounds great.* / *That's awful.* / *Me too.*



You know, I often  
spend about ten hours  
a day at work.

Do you? That  
sounds terrible.