

**Useful phrases**Asking for permission:

Do you mind if...  
Would it be a problem, if...  
I was wondering if...

Turning down an invitation:

I would love to, but...  
That sounds great, but...  
I am afraid I can't...

Not understanding:

Sorry?  
Pardon me?  
Excuse me?

Making a request:

May I...  
Could I...  
Would you please...

Disagreeing

You have got a point, but...  
I see, but...  
That is true, but...

① What could you say in these situations?

- a) It is hot in the room and you want somebody to open the window.
- b) You do not like the food in a restaurant.
- c) Your drink is empty and you would like a refill.
- d) You are invited to a birthday party but you do not have time.
- e) You did not understand somebody's question.

② Work with a partner.

Think of a situation in which you would have to be polite. Write a dialogue and try to include as many of the phrases as you can.

③ Which answer is more polite?

Sombody asks you for directions

- ☐ I don't know
- ☐ Sorry, but I have no idea.
- ☐ Get a map.

You need a pen.

- ☐ Can I have that?
- ☐ Give me the pen.
- ☐ Could I borrow your pen?

Somebody is talking on their phone very loudly.

- ☐ Could you please talk a little more quietly?
- ☐ You are getting on my nerves.
- ☐ There are other people in this room.

You are looking for something in a shop.

- ☐ Where is...
- ☐ I was wondering if you have any...
- ☐ I need...