ELEMENTARY- UNIT I - FUNCTIONS

GREETING AND INTRODUCING OTHER PEOPLE

MBA ANA LILIA LINARES ACOSTA

2 AGENDA:

Specialized English
We care for your success!

1. Saying hello

2. Saying goodbye
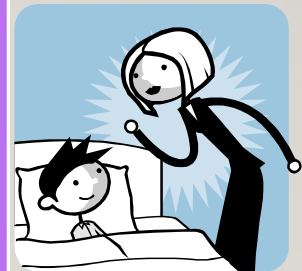
3. Introducing yourself and other people

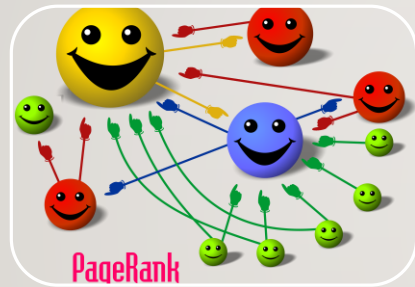4. Replying to an introduction

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- Good Morning: 1 a.m.- 11:59 a.m.
- Good Afternoon: 12:01 p.m.-5:59 p.m.
- Good Evening (you say this ONLY when you arrive): 6:00 p.m.-12:59 a.m.
- Good Night (when you leave and when you go to sleep).
- Midnight: 12:00 a.m.
- Noon: 12:00 p.m.

Good

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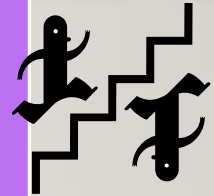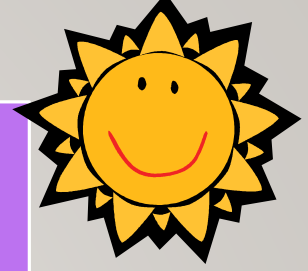
4 SAYING HELLO!

Hi! – Hello!

It´s good to see you again

How are you?

How are you doing?

FORMAL HELLO

Greeting:

How do you do?

Good morning

Good afternoon

Good evening

Hello, there!

Hi!

Good to meet you.

Response:

Fine, thank you. And you?

Good morning

Good afternoon

Good evening.

Hi!

Hello.

Good to meet you, too.

SAYING GOODBYE- FORMAL
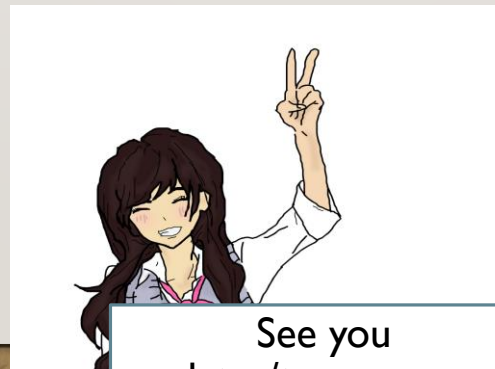
6

Bye bye-goodbye-bye

It was nice to see you

It was nice meeting you

I´ll be in touch

Have a good evening

See you later/tomorrow

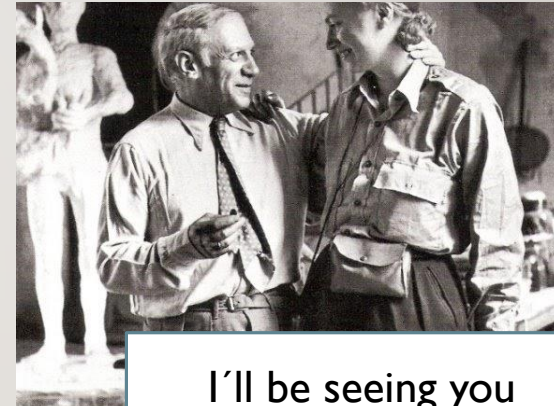I hope you have a good journey

SAYING GOODBYE- INFORMAL
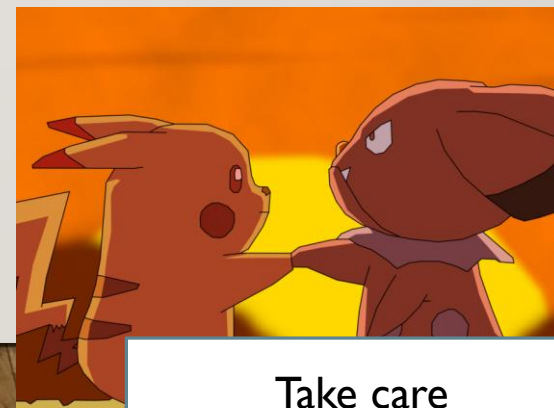
British expression: "Ta-ta!"

Ta- ta for now / TTFN

I´ll be seeing you

See you around / see ya!

Night night / nighty-night

Take care

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INTRODUCING YOURSELF AND OTHER PEOPLE

Introducing yourself and others

Can/May I introduce myself?

My name is Philippe

This is Kenji

Can/May I introduce you to Ms. Wu?

Replying to an introduction

Nice to meet you too!
Pleased to meet you (too)!