

The background is a light blue and white pattern of various icons and gears. The icons include a computer monitor with a speech bubble, a person with a headset, a document with a line graph, a globe, a lightbulb, a network diagram, and a book. The gears are of various sizes and are interlocking. There are also some faint grid lines and arrows scattered throughout.

Trial Lesson

General English

Large orange quotation marks are positioned at the top left and bottom right of the page, framing the central text.

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Meeting People

General English | **Basic 2**



Warm-up



When you meet a foreign business person for the first time, what do you say to them?



Language

Vocabulary:

introduction
to greet

business trip
overseas

to visit
polite

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Read the following sentences.

1. **Introductions** are an important part of business.
2. I **greet** my manager every morning.
3. I go on **business trips** every month.
4. Our company has offices **overseas**.
5. I would like to **visit** India.
6. Business people use **polite** language.

Language

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Make your own sentences using the given words.

1. *(introductions)*
2. *(greet)*
3. *(business trips)*
4. *(overseas)*
5. *(visit)*
6. *(polite)*

Language

Vocabulary:

introduction
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Phrases:

Hello...

It is a pleasure to meet you...

How are you today?

I am...

Nice to meet you too...

I am fine. Thank you for asking.

Reading Aloud

Read the dialogue with your instructor; switch roles and repeat.

Norihiko Sato: Hello. My name is Norihiko Sato. Please call me Norihiko.

Jack Smith: Hello Norihiko. I am Jack Smith. You can call me Jack.

Norihiko Sato: It is a pleasure to meet you, Jack.

Jack Smith: Nice to meet you too, Norihiko. How are you today?

Norihiko Sato: I am very well, thank you. How about you?

Jack Smith: I am fine. Thank you for asking.



Communication

Perform the dialogue with your instructor; switch roles and repeat.

Role A: Hello. My name is _____. Please call me _____.

Role B: Hello. I am _____. You can call me _____.

Role A: It is _____.

Role B: Pleasure to meet you, too _____.

Role A: How _____?

Role B: I am _____. How about you?

Role A: _____.

Role B: Very good.

Communication

Answer the following questions:

- 1. Do you think that **introductions** are important in business?*
- 2. How do you **greet** your business partners?*
- 3. How often do you go on **business trips**?*
- 4. How often do you go **overseas**?*
- 5. Would you like to **visit** Brazil?*
- 6. Do you know a **polite** phrase in English?*



Roleplay

Perform the dialogue again with your instructor; switch roles and repeat.

Role A: Hello. My name is _____. Please call me _____.

Role B: Hello. I am _____. You can call me _____.

Role A: It is _____.

Role B: Pleasure to meet you, too _____.

Role A: How _____?

Role B: I am _____. How about you?

Role A: _____.

Role B: Very good.

Feedback

When you meet a non-Japanese business person for the first time, what *would* you say to them?



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