

Listening scripts

Module 1.1 02

Conversation 1

- A Good afternoon.
B Good afternoon. My name's Gibson, Amanda Gibson. I'm with NEC.
A Just a moment, please. Yes, Ms. Gibson. Here's your name tag.
B Thanks.

Conversation 2

- A Good morning.
B Good morning, I'm Nathan Welsh. That's W-E-L-S-H. I'm with Dell.
A Ah, yes, Mr. Welsh. Here's your name tag and conference bag.
B Thank you.

Module 1.7 08

Conversation 1

- A Good morning, sir. How can I help you?
B I reserved a car for five days. My name is Yamada.
A I'm sorry, how do you spell that?
B Y-A-M-A-D-A.
A Yes, that's fine, Mr. Yamada. May I see your driver's license, please?
B Yes, here it is.

Conversation 2

- A Good afternoon, ma'am.
B Good afternoon. I have a reservation on flight X302 to Paris.
A May I have your name, please?
B Fratelli. Elsa Fratelli.
A Is that F-R-A-T-E-L-L-I?
B Yes, that's right.
A Fine. May I see your passport and ticket, please?
B Here you are.

Conversation 3

- A Good evening. I reserved a table for three for eight o'clock. The name is Wilde.
B I'm sorry, could you repeat that, please?
A Wilde. W-I-L-D-E.
B Ah, yes. Ms. Wilde. The table by the window. Would you like to come this way?

Module 2.1 11

Conversation 1

- A Pardon me. Where's booth 19?
B It's in Aisle A, on the left.
A Thank you.

Conversation 2

- A Excuse me. Where's booth 82?
B Let's see, 82. ... It's in Aisle D, on the right.
A Thanks a lot.

Conversation 3

- A Excuse me. I'm looking for booth 37.
B Yeah, it's in aisle B, across from the café.
A Great. Thanks.

Module 2.2 12

- 1 one two three four five
six seven eight nine ten

Module 2.2 13

- 2 eleven twelve thirteen fourteen fifteen sixteen
seventeen eighteen nineteen twenty thirty forty
fifty sixty seventy eighty ninety

Module 2.2 14

- 4 twenty-one thirty-five forty-two fifty-nine
sixty-seven seventy-four eighty-six ninety-three

Module 2.6 16

- 1 three four nine, six two oh, seven six two one
four eight two, five zero nine, six one seven three

Module 2.6 17

- 2 seven four eight, two one three, six four two two
three five one, nine two seven, four four oh seven or three
five one, nine two seven, four four zero seven seven
four six, eight one three, nine two oh oh; or seven four six,
eight one three, nine two zero zero
eight two four, three three two, six four four four

Module 2.7 18

Message 1

Hello. Ms. Takahashi? My name is Steven Roswell from Western Plastics. I'm calling about our new line of products. Could you call me sometime today? My cell phone number is three one four, seven nine one, six six five four. That's three one four, seven nine one, six six five four. Thank you. Goodbye.

Message 2

Uh, Mr. Davis, this is Marina, Marina Davidova of Aeroflot. We met yesterday at the trade fair. I really enjoyed our chat. If you have a moment, could you call me at six five seven, two one one, eight three zero one? I look forward to hearing from you. Bye.

Message 3

Annie, it's Jake. Listen, I can't make it for dinner tonight. It's kinda difficult to explain, and I'm real busy right now. Call me around three, OK? Oh, I got a new number - two six six, seven four one, three two nine nine. Ciao!

Module 3.1 ● 21

- A When's the product presentation?
B Thursday afternoon, at 2:30.
A Right. Thanks.
- A Is the office party Friday?
B Yes, at 5:45.
A Great. See you there.
- A Hi, Jim. What time's the sales meeting Tuesday?
B Er, it's in the morning, at ten o'clock.
A OK, thanks.
- A Is the conference call Tuesday morning?
B No, it's Wednesday morning.
A What time?
B Let me check. ... 11:15.
A Thanks a lot.

Module 3.2 ● 22

- section meetings
- team meetings
- project meetings
- weekly meetings
- client meetings
- staff meetings

Module 3.4 ● 24

- 1 one o'clock
- 2 three o'clock
- 3 four o'clock
- 4 seven o'clock
- 5 nine o'clock
- 6 ten o'clock
- 7 two o'clock
- 8 five o'clock
- 9 six o'clock
- 10 eight o'clock
- 11 eleven o'clock
- 12 twelve o'clock

Module 3.4 ● 25

- 1 twelve fifteen
- 2 one thirty-five
- 3 five ten
- 4 three forty-three
- 5 eleven fifty
- 6 seven twenty-five

Module 3.6 ● 27

OK, let's get started. This is the schedule for the Worldtek visit tomorrow. First, there's a welcome speech at ten o'clock. Then at 10:15 there's a meet and greet session. Next, there's an office tour at 10:30. After that, there's a buffet lunch at 12:15. Then in the afternoon at 1 p.m. there's a presentation by Mr. Singh. After that, a product demonstration at 1:30, and there's a discussion session at 3:30. Finally, there's an informal dinner in the evening at 7:45 at the Station Hotel. OK, I think that's everything. Do you have any questions?

Module 4.1 ● 29

- Good morning. I work for Bajaj Auto. Bajaj is a large Indian company. It makes motorcycles and scooters. The head office is in Akurdi, near Mumbai. Bajaj has four factories in India. I work at the Akurdi factory.
- Good afternoon. I'm with Samsung. Samsung is a famous Korean company. It makes electronic products. The head office is in Seoul. The company has factories in Korea, Malaysia, and other countries. I work at the head office.
- Hello. I work for Suntech. Suntech is a major Chinese company. It makes solar panels. The head office is in Wuxi. Wuxi is near Shanghai. Suntech has factories in China and the United States. I work at the Wuxi factory.

Module 4.4 ● 33

- Acapulco is in Mexico. Akurdi is in India. Busan is in South Korea, and Detroit is in the United States. Frankfurt is in Germany. Kuala Lumpur is in Malaysia. Sendai is in Japan, and Wuxi is in China.

Module 4.5 ● 34

- | | |
|------------|-------------|
| 1 Chinese | 5 Korean |
| 2 German | 6 Malaysian |
| 3 Indian | 7 Mexican |
| 4 Japanese | 8 American |

Module 4.8 ● 36

- one hundred
two hundred five
four hundred seventeen
six hundred eighty-three
nine hundred ninety-six

Module 4.8 ● 37

- three hundred seventy-one
eight hundred two
five hundred ninety-seven
seven hundred seventy-six
one hundred fifty

Module 4.8 ● 38

- one hundred five
two hundred thirty-nine
five hundred fifteen
six hundred forty-four
seven hundred twenty-one

Module 4.9 ● 39

- one hundred five Wakefield Street, Wellington six oh one; or one hundred five Wakefield Street, Wellington six zero zero one
- seventy-one dash six Songpa Gu Munjung Dong, Seoul one three eight dash two one four
- six hundred forty-four Hope Street, Los Angeles nine oh seven one; or six hundred forty-four Hope Street, Los Angeles nine zero zero seven one
- two hundred thirty Orchard Road, Singapore two three eight five four

Module 5.1 41

Conversation 1

- A Good morning, Mr. Ezawa.
B Oh, hello, Ms. Lopez. Which floor?
A Eighth floor, please. How are you today?
B Pretty good, thank you. And you?
A Fine, thank you. ... Ah, this is my floor.
B Well, have a nice day.
A Thank you. Goodbye.

Conversation 2

- A Ed, good to see you. How are things?
B Bill! Pretty good, thanks. How's the family?
A They're great, thanks. Wow, I'm tired. Thirty minutes on the running machine is hard work.
B I know.
A How about a beer?
B Great idea.

Conversation 3

- A Ms. Singh? My name is Lee, Jung-Gun Lee.
B Ah, hello, Mr. Lee. Nice to meet you.
A Good to meet you, too. Have you been waiting long?
B No, I just came down from my room.
A Is your room OK?
B It's very nice, thank you.

Module 5.6 45

- 4 Olympic Airways flight OA four one two to Athens is now boarding at gate four.
United Airlines flight UA eight six zero three to Zurich is now boarding at gate two.
Aeroflot Russian Airlines flight SU three one six to Moscow is now boarding at gate six.
Delta Airlines flight DL eight five eight one to Paris is now boarding at gate eleven.
United Airlines flight UA eight eight seven zero to Geneva is delayed. This flight will be boarding at gate ten.

Module 5.8 47

Here is some advice about shaking hands in business situations in the United States. First of all, a good handshake is firm. Shake hands for about three seconds, and 'pump' the handshake two or three times. Always make eye contact when you shake hands, and of course, a woman can offer her hand first when she meets someone. Finally, remember that people often shake hands when they say goodbye.

Module 6.1 48

Conversation 1

- A Hi, Bill. Could I borrow your flash drive?
B Uh, yeah, sure. Here you go.
A Great, thanks a lot. I'll bring it back in a minute.

Conversation 2

- A Could I use your calculator for a minute?
B Yes, go ahead. It's on the shelf.
A Terrific.

Conversation 3

- A Could I use your push pins, Jane? I've run out.
B Sure. Just a moment. ... Oh, sorry, I don't have any.
A That's OK. Thanks anyway.

Module 6.5 55

- A May I help you, ma'am?
B Uh, yes. I'm looking for a netbook. I want something for business trips.
A What do you want to use it for?
B Oh, Internet, e-mail, word-processing ...
A I see. Well, this is the Vigo - it's very popular. It's expensive, but it's very light, and battery life is good.
B OK. Now this one looks nice.
A Yes, this is the XNet. It's cheap, but it's heavy. The battery life is average.
B And this one?
A That's the Surfari. It's medium-priced, and it's a bit heavy, but battery life is excellent.
B Mm. Difficult. I need to think about it.
A OK.
B Thank you.

Module 7.1 58

Hello. I'm Nelson Chu. I'm a telemarketer. I work for a large call center. I sell insurance.
Hi. I'm Carlos Mendes. I'm a receptionist. I work for a small boutique hotel. I deal with customers.
Hi. My name's Keiko Nomura. I'm an office worker. I work for a medium-sized electronics company. I write reports.
Hello. My name's Heidi Schmidt. I'm an engineer. I work for a large construction company. I design buildings.

Module 7.3 60

- 1 My name's Mary Carter. I'm a sales manager. I work for a security company.
- 2 I'm Naomi Sato. I'm a restaurant manager. I work for a fast-food chain.
- 3 My name's Tony Prince. I'm an administrative assistant. I work for an ad agency.
- 4 I'm John Henry. I'm an HR manager. I work for an insurance company.
- 5 My name's Dario Puzo. I'm a machine operator. I work for a plastics company.
- 6 I'm Ji-Hee Choi. I'm a sales representative. I work for a food company.

Module 7.3 61

- 1 A Mary, what do you do in your job?
B I run the Sales Department and attend meetings.
- 2 A Naomi, what are your duties?
B I run the restaurant and train new staff.
- 3 A Tony, what do you do at work?
B I make appointments for my boss and deal with correspondence.
- 4 A John, what do you do in your job?
B I hire staff and deal with staff problems.

- 5 A Dario, what do you do at work?
B I make parts for electronic products and check the machines.
- 6 A Ji-Hee, what are your duties?
B I visit customers and give presentations.

Module 7.5 63

- A Bill, I'm giving my presentation tomorrow morning. Could you get everything ready for me?
B Of course, Mr. Willis.
- A Let's see. ... E-mail everyone about the time and place. That's 9:30 a.m. in Room 303.
B Right.
- A Make ten copies of the agenda ...
B Uh-huh.
- A And set up the projector and screen.
B Projector and screen ...
- A And connect the laptop to the Internet.
B OK.
- A Oh, one more thing. Check the air conditioner.
B Right.
- A Thanks, Bill.

Module 8.1 65

Conversation 1

- A Hello, Taro? John Cheever here.
B Hi, John. What can I do for you?
- A I want to talk about the new product. Can we meet on August the twelfth?
B Just a moment. Yes, August the twelfth is fine. What time?
- A How about 2:00 p.m.?
B Yes, 2:00 p.m. is good.
- A Is my office OK?
B Sure. See you then. Bye.
A Bye.

Conversation 2

- A Hello, Ms. Lee? John Cheever speaking.
B Oh, hello, Mr. Cheever.
- A Listen, I want to talk about the new contract. Can we meet on August the twentieth?
B Let me check. What time?
- A How about the morning, at 10:30?
B Yes, that's fine.
- A Is your office OK?
B Yes, that's OK. See you on the twentieth. Bye.
A Bye.

Module 8.3 69

- 3 twenty-third twenty-fourth twenty-fifth twenty-sixth twenty-seventh twenty-eighth twenty-ninth thirtieth thirty-first

Module 8.4 70

- May the tenth, May tenth
July the twenty-first, July twenty-first
September the first, September first
November the sixteenth, November sixteenth

Module 8.5 71

- 1 one o'clock three fifteen five thirty seven forty-five
nine thirty eleven fifteen

Module 8.5 72

- 2 two twenty four ten six thirty-two eight fifty-nine
ten oh five twelve eighteen

Module 9.1 76

- 1 A Excuse me, is there a bookstore near here?
B Yes, there's one on Tenth Street, next to the bank.
- 2 A Pardon me, is there an electronics store near here?
B Sure, there's one on Eleventh Street, across from the park.
- 3 A Excuse me, I want to buy an electric toothbrush. Is there a drugstore near here?
B Yes, there's one on Birch Street, near the corner of Tenth Street.
- 4 A Pardon me, is there a car rental place near here?
B Yes, there's one on Oak Street, between the gas station and the post office.
- 5 A Excuse me, I want to buy a necklace for my wife. Is there a jewelry store near here?
B Sure, there's one on Elm Street, next to the movie theater.
- 6 A Pardon me, is there a subway station near here?
B Yes, there's one on the corner of Oak Street and Eleventh Street.

Module 9.4 79

- 1 one thousand
two thousand, five hundred
twelve thousand, six hundred thirty
three hundred twenty-four thousand
six hundred thirty thousand, two hundred
eight hundred forty thousand and twelve

Module 9.4 80

- 2 one thousand, four hundred fifty
seven thousand, two hundred
fifteen thousand
forty-seven thousand, five hundred
two hundred thirty-eight thousand, eight hundred
eighty-two
nine hundred ninety-nine thousand, nine hundred
ninety-nine

Module 9.5 82

- 4 1 twenty thousand yuan
2 two hundred fifty thousand yen
3 ninety-nine dollars and ninety-nine cents; or ninety-nine ninety-nine
4 three hundred euros
5 one hundred fifty thousand, two hundred won
6 four hundred forty baht

Module 9.6 ● 84

3 Conversation 1

- A Good morning. May I help you?
B Yes, I'm looking for a watch. It's a gift for my husband.
A I see. Well, this one is very nice.
B How much is it?
A 1,200 euros.
B Yes, that's fine. I'll take it.
A Thank you. Would you like it gift-wrapped?
B Yes, please.
A And how would you like to pay?
B By credit card. Do you take American Express?
A Yes, of course.

Conversation 2

- A Good afternoon, sir. Can I help you?
B Well, I'm looking for a gift.
A I see.
B Yes, it's for my boss. How much is this bottle of whiskey?
A That one is 55,000 yen, sir.
B Oh. That's a little expensive.
A How about this one? It's 16,000 yen.
B Ah, yes. That's fine. I'll take it.
A Would you like it gift-wrapped?
B No, thank you.
A Very good, sir. And how would you like to pay?
B Do you take MasterCard?
A Certainly.

Module 10.1 ● 88

- 1 A Can I help you?
B Yes, I'd like to reserve a car for three days.
A Which class would you like?
B Compact.
A Manual or automatic?
B Automatic, please.
A Yes, that's fine. May I see you ...
2 A Good afternoon. Great Wall Restaurant. May I help you?
B Yes, I'd like to reserve a table for two for this evening.
A Certainly, sir. For what time?
B Eight thirty. And I'd like a quiet table, please.
A Yes, that's fine. May I have ...
3 A Hello. I'd like to make a flight reservation.
B Certainly. Where from?
A London Heathrow.
B And where to?
A Miami.
B And which flight class?
A Economy.
B And when would you like to ...
4 A May I help you?
B Yes, I'd like to reserve a room.
A Certainly. For how many nights?
B For four nights, from August 21st to 25th.
A Single or double?
B Double, please.
A Yes, that's fine. May I have ...

Module 10.6 ● 94

- A Can I help you?
B Yes, I'd like to reserve a car for three days, from November 10th to November 13th.
A Which class would you like?
B Compact.
A Manual or automatic?
B Manual.
A Yes, that's fine. Do you have any special requests?
B Yes, I'd like GPS, if possible.
A May I see your driving licence, please?
B Yes, here you are.

Module 11.1 ● 96

- 1 A Could you tell me your new phone number?
B Sure, it's 743-555-6319.
A Thanks.
2 A Could you e-mail Mr. Suzuki about the catalog?
B Sorry, I'm busy right now.
A OK. Could you do it later?
B Yes, sure.
3 A Could you open the door for me?
B Yes, of course.
A Great. Thank you.
4 A Could you install this new software for me?
B Sorry, I don't have time right now. Could you ask Joe?
A OK. Thanks anyway.

Module 12.1 ● 105

- A OK, Ming-Chun. What would you like to drink?
B A cappuccino, please.
A Would you like something to eat?
B No, thanks.
A Right. Excuse me? A cappuccino and a caffè latte, please.
...
A So, what do you think of San Francisco, Ming-Chun?
B It's terrific. Very exciting.
A Good. Listen, would you like to have dinner tomorrow evening?
B Thank you. That would be great.
A Do you like Indian food?
B Well, it's OK.
A How about Italian?
B Oh yes, I love Italian food.
A There's a good Italian restaurant near your hotel.
B That sounds great.
A We can meet in the hotel lobby. Is seven o'clock OK?
B Yes, that's fine.