

1 You use *this* (singular) and *these* (plural):

- a to introduce or identify people:

Mary, **this** is John.

These are my neighbours, Mr and Mrs Baxter.

- b to talk about people or things near you:

This is really good coffee.

These are the books I bought from Jane.

- c to start a conversation on the phone:

Hello. **This** is Sally; can I speak to Jane, please?

Tom, **this** is Barbara. How are you?

**2 You use *that* (singular) and *those* (plural):**

- a to talk about people or things not so near you:

This is my house, and **that** is John's over there.

Is **that** a bird or a plane up there?



- b to check the identity of someone you cannot see:

Is **that** you, David?

Hi, is **that** Sally?

3 You use *this*, *that*, *these* and *those* to reply to something someone has said. *That* is most common:

'Coffee?' 'That's a good idea.'

'Is that the London train?' 'Yes, that's right.'

'I've got a new job in the city.' 'That's fantastic!'

4 You use *one* (singular) and *ones* (plural) to avoid repeating a noun:

- a after an adjective:

My car is the **blue one**. (= the blue car)

Your question is a **difficult one**. (= a difficult question)

- b after 'the':

Our house is **the one** in the middle.

She gave me a lot of books. **The ones** I really enjoyed were love stories. (= the books I enjoyed)

- c after 'which' in questions:

We've got lots of tapes. **Which one** do you want to listen to?



A Rewrite these sentences using *one/ones* to avoid repetition:

- I love cakes, especially the cakes my mother makes!
- Our car is the black car at the end of the road.
- I'm not sure if I need a big bottle or a small bottle.
- He lost his umbrella, so he wants to buy a new umbrella.
- The hotel is a modern hotel on the coast.
- The books I bought are the books on the table.
- I always have two pens with me, a blue pen and a red pen.



- 8 Is this museum the museum you were talking about?

B Match the questions and answers:

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| 1 'Would you like a coffee?' | 'The brown ones on the desk.' |
| 2 'Which gloves are yours?' | 'Sure. Which one?' |
| 3 'Which shirt should I wear to the party?' | 'Thanks, I'd love one.' |
| 4 'Have you seen my new photos?' | 'Your new cotton one.' |
| 5 'Can I borrow a book?' | 'The ones of Spain? Yes.' |

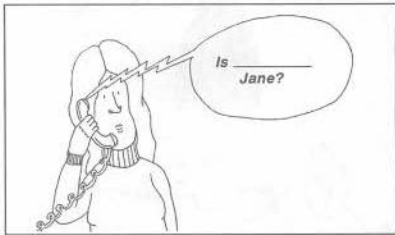
C Complete the short dialogues with these sentences:

That's a lot. That's all right. That's why you're tired. That's great.

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| 1 a I'm sorry I broke your cup. | 3 a We're getting married! |
| b _____ | b _____ |
| 2 a These boots cost £90. | 4 a We danced all night. |
| b _____ | b _____ |

D Complete the dialogue using *this, that, these* or *those*:

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| 1 a Bill, _____ is Wolfgang. | 3 a Is _____ Jane? |
| b Oh! Are you German? | b Yes, speaking. Who's _____? |
| a Yes, _____'s right. | a _____ is Tom from next door. |



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| 2 a I'm going to Greece on holiday. | 4 a Where are my shoes? |
| b _____'s nice. | b Are _____ yours over there? |