

I'd better get going

Say this when you need to leave.



MORE EXAMPLES

"It's late. **I'd better get going.** But thank you for a very nice dinner."

A: "Would you like another coffee?"

B: "Actually, **I'd better get going** now."

keep in touch

continue to have contact



MORE EXAMPLES

“My brother lives in Italy. We **keep in touch** by phone.”

A: “Do you **keep in touch** with your old classmates?”

B: “Yes, we email each other.”

send my regards to someone

Say this if you want someone to give your greeting to another person.



MORE EXAMPLES

A: "How's your family?"

B: "Fine thanks."

A: "**Send my regards to them.**"

A: "Andy **sends his regards to you.**"

B: "Please **send my regards back to him.**"

call someone back

phone someone **who tried phoning you earlier**



MORE EXAMPLES

A: "Mr. Smith called you."

B: "I know. I tried to **call** him **back**, but he wasn't in the office."

"I don't have the information you need. I'll find it and **call** you right **back**."

NOTE: **call** someone **right back** = call someone back *very soon*

go through something

search or examine something carefully



MORE EXAMPLES

"I **went through** my bag, but I still can't find my keys!"

"I'm **going through** this report. I want to double-check for mistakes."

For *double-check*, see page 141

returning someone's call

Say this when you phone someone who tried phoning you earlier.



MORE EXAMPLES

A: "Hi Mary. I'm **returning** your **call**."

B: "Thanks Louis. I called you yesterday because..."

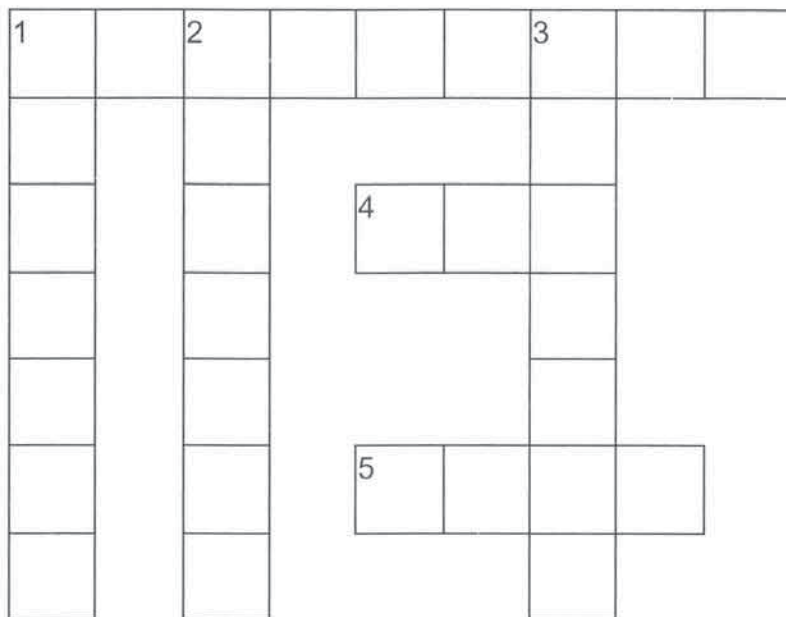
A: "May I speak to Don?"

B: "Can I ask what it's regarding?"

A: "Yes. I'm **returning** his **call**."

For *Can I ask what it's regarding*, see page 349

GRAB A PENCIL! • Puzzle #28



ACROSS

- 1) (on the phone) "You tried calling me last night, but I wasn't home. Now I'm ___ your call."
- 4) "Look at the time! I'd better ___ going. I have to meet my husband soon."
- 5) (on the phone) "I can't talk right now. I'll call you ___ later."

DOWN

- 1) "How is your sister?" ▪ "She's fine." ▪ "Please send my ___ to her."
- 2) "I want to go ___ all my clothes and throw away the clothes I never wear."
- 3) "Juan moved to Spain, but we still contact each other. We keep ___ ___ by email."

For answers, see page 367