

## Teacher's notes

**LEVEL:** Pre-intermediate / A2

**TIME:** 50 minutes

**SKILLS:** listening, speaking, writing

**AIM:** to practise language for entertaining a business visitor

**MATERIALS:** one copy of the worksheet per student; one set of cut-out cards per pair of students

### Functions

language of finding out preference:

*Would you like to ...*

*Are you interested in ...*

*How / what about ...*

language of advice:

*I suggest ...*

*I recommend ...*

*I think ...*

### Useful vocabulary from the activities

*giving advice; cuisine; pubs; exhibits; concerts; opera; palace; sightseeing; attraction; performances; entertainment; vegetarian; chips (BritE); French fries (AmE); Indian; spicy; curry; allergies; to be allergic to; vegetables; vegetarian; agenda / itinerary*

### Possible elicited vocabulary

*Asian; Thai; Chinese; Mexican; French; Arabic; Greek; delicious; sports clubs; paintings; history*

### Procedure

1. As a warm up, ask the students if they've been on any business trips. Or for pre-experience students, ask about their holiday trips abroad.

*Where did you go?*

*What was the reason for your trip? Was it for meetings with business partners or customers?*

*What did you do after the meetings?*

Write ideas on the flipchart to highlight key ideas for a sample business trip from a student. Fill it in as the student is describing the trip. It could look like this:

### Berlin

- went to meet a new business partner
- had a meeting with a new supplier
- went to a restaurant together after the meeting.

2. Ask the students about a business visitor's first time to a city.

*What other things would he / she like to do after the meeting is finished?*

Have the students brainstorm a list of some activities in pairs. Elicit their ideas and write them up as a master list on a flipchart or whiteboard.

### Entertainment or sightseeing after the business meeting

1. Visit the city's cathedral
- 2.
- 3.
- 4.
- 5.

Then ask if any of the students have been to London.

*What sort of things can a visitor do in London?*

Ask each pair to give one idea of a famous place or activity in London.

### A

1. Get students to do Activity A in pairs. When they have finished, ask them to compare their answers with the pair next to them. Then check the answers as a whole class.

### Key:

1. exhibition; 2. Gallery; 3. concert; 4. opera; 5. Palace; 6. attractions; 7. cuisine; 8. pubs; 9. sightseeing; 10. bus

### B

1. Make sure that the students attempt to complete the dialogue before they listen to it. Play the audio track twice to enable them to check their answers. Then get the pairs to act out the conversation as a role-play. Finally, ask the students to switch and do the role-play again.

## Teacher's notes

### Key:

1. would you like; 2. interested in; 3. exhibition;
4. suggest; 5. pubs; 6. cuisine; 7. vegetarian;
8. how about; 9. opera; 10. prefer

### Teaching tip:

Ask students if they have seen or know anything about the attractions listed in the email.

2. Explain the language forms for *advising* a business visitor about sightseeing or entertainment.

If we want to find out what they like or prefer, we use polite and friendly forms like:

*What would you like to see?* not ~~*What do you want to see?*~~

*How / What about the opera?* This is a friendly way to ask the person about what he / she likes or prefers.

When we give tips to our business clients, we say:

*I suggest / recommend apple juice.*

*I think apple juice is a good non-alcoholic drink at the pub.*

### C

1. Give the students the cut-out questions and answers at the end of this lesson plan, jumbled up. First, ask them in pairs to match up the questions to suitable answers. Check answers as a whole class. Then ask the students to practise saying the questions and answers aloud in pairs and again with the pair next to them, changing roles from host to visitor (or vice versa).

Explain to the students the use of discourse markers or signals, such as *definitely*, *actually*, *of course*, etc. Adding these words makes the conversation flow more smoothly.

### Key:

1. Q: *Are there any good musicals to see?*  
A: *Of course. I recommend any show by Andrew Lloyd Webber.*
2. Q: *How about a city tour of London?*  
A: *Sounds great. That's good way to see the city.*
3. Q: *Are you interested in art?*  
A: *Yes, definitely. I like paintings very much.*
4. Q: *Would you like to go out for a steak dinner?*  
A: *Sorry, I'm vegetarian, so I'll just have a salad.*
5. Q: *How about a beer at the pub?*  
A: *Well, I don't drink alcohol, so I'll just order a lemonade.*

6. Q: *Are you interested in the royal family?*  
A: *Yes, for sure. That's why I'd like to see Buckingham Palace.*
7. Q: *Are there any good Indian restaurants near the office?*  
A: *I suggest Taste of India, it's right next to us.*
8. Q: *Are you interested in famous museums in London?*  
A: *Yes, I'd like to see the British Museum.*

2. Ask students to come up with a role-play for their own city for entertaining a business visitor. Write up a sample outline for them to write their own questions and answers.

**My city**  
special food or drink  
famous places to see  
museums  
concerts / shows  
sport  
clubs / bars / pubs  
sightseeing tours

Have them formulate the questions and answers using the language they have studied, e.g.:

*What special food and drink do you **recommend**?*

*What famous places in your city do you **suggest** that I see?*

*Are you **interested in** museums?*

*What kind of shows or music do you prefer – **rock, classical** ...?*

*Would you like to go on a sightseeing tour?*

3. As a whole class, get each student in the class to ask one of their questions to another student who must give a suitable answer.

### D

1. Ask the students about business visitors who might have special requirements. For example:

*Why would some visitors not want to eat or drink certain things?*

Write up their ideas on the whiteboard or flipchart.

Teacher's notes

Reasons for special food or drink needs

- religious or health reasons
- no alcohol
- no pork
- vegetarian
- allergies to certain food

2. Direct students to Activity D. Ask them to read the short emails and fill in their own replies. Then ask them to read their answers aloud to the class. How do their answers compare?

3. As a wrap up, have the students prepare and give a mini-presentation about a city they've been to. Ask them to follow this format:

City:

Places to see:

- 1.
- 2.
- 3.

Food and drink to try:

- 1.
- 2.
- 3.

While they are talking about each item on their list, encourage them to use appropriate expressions for giving advice and recommendations. Such as:

*If you are interested in ..., I suggest / recommend ...*

*If you like ..., then ... is really good.*

Tell each student to ask one follow-up question to the student giving the mini-presentation. Such as:

*Do you prefer Indian or Italian food?*

*Are you interested in ...?*

*Would you like to see ...?*

*Do you think we can get tickets to ...?*

Follow-up

Ask students to write an itinerary for Helmut, using the information given in Activities A and B. He's staying in London for three days.

They should plan activities for two evenings and also one full day of sightseeing for Helmut. Write up the following format for them.

Sightseeing or entertainment  
for Helmut

Evening 1

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Evening 2

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Full day

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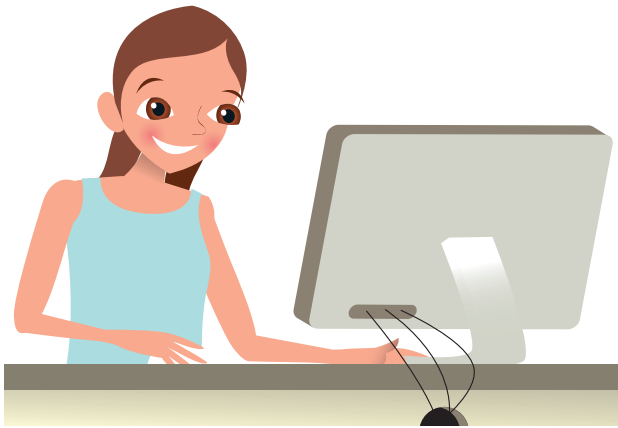
Then get students to give a mini-presentation of their agenda to the rest of the class. Again, make sure they are using the recommending language focused on previously.

Worksheet

**A**

Jane is preparing to welcome Helmut, a client from Germany, to London. Complete the email with a suitable word from the box.

- Palace
- opera
- attractions
- cuisine
- exhibition
- Gallery
- pubs
- bus
- sightseeing
- concerts



From: Jane@email.com  
To: Helmut@email.com  
Subject: Visiting

Hello Helmut,

About your visit next week, I'd like to show you around London after our meetings are finished. Could you let me know if you're interested in any of these?

- art (1) \_\_\_\_\_ at the Tate (2) \_\_\_\_\_
- classical music (3) \_\_\_\_\_ or (4) \_\_\_\_\_ performance
- (5) Buckingham \_\_\_\_\_ where the royal family lives
- famous tourist (6) \_\_\_\_\_ Madame Tussauds or the London Eye
- trying our traditional (7) \_\_\_\_\_ such as fish and chips
- having a drink at one of our famous (8) \_\_\_\_\_
- a (9) \_\_\_\_\_ tour of London on an open-top (10) \_\_\_\_\_

Please ring me tomorrow around 10 am. Looking forward to hearing from you.

Best wishes,

Jane



Cut-outs

C

1 Q: Are there any good musicals to see?

A: I suggest Taste of India, it's right next to us.

2 Q: How about a city tour of London?

A: Well, I don't drink alcohol, so I'll just order a lemonade.

3 Q: Are you interested in art?

A: Sorry, I'm vegetarian, so I'll just have a salad.

4 Q: Would you like to go out for a steak dinner?

A: Of course. I recommend any show by Andrew Lloyd Webber.

5 Q: How about a beer at the pub?

A: Sounds great. That's good way to see the city.

6 Q: Are you interested in the royal family?

A: Yes, definitely. I like paintings very much.

7 Q: Are there any good Indian restaurants near the office?

A: Yes, I'd like to see the British Museum

8 Q: Are you interested in famous museums in London?

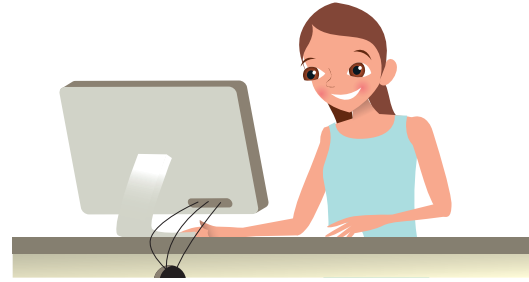
A: Yes, for sure. That's why I'd like to see Buckingham Palace.



Worksheet

BUSINESS BASICS WORKSHEET

D



1

Dear Sarah,  
I'm vegetarian. Are there any vegetarian dishes that you can recommend?  
Best wishes,  
Tom

Dear Tom,

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Sarah

2

Hi John,  
I'd love to go to a pub but I don't drink alcohol. Can you suggest an interesting non-alcoholic drink?  
Thanks,  
Michael

Dear Michael,

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John

3

Dear Susan,  
I afraid I don't eat pork. What other meat dishes are good?  
Kind regards,  
Peter

Dear Peter,

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Susan

4

Hi Chris,  
Sorry, I forgot to tell you I'm allergic to anything made with milk. What do you think I can order when we go to the restaurant?  
Thanks,  
Kirsty

Dear Kirsty,

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Chris

Transcript

Helmut: Hi Jane. How's it going?

Jane: Fine, thanks, Helmut. Good to hear from you.

Helmut: Thanks for your email about things to see in London after our meetings.

Jane: Oh, you're very welcome. So what would you like to do?

Helmut: First, I'd really like to do a sightseeing tour of London. One that can give me a general view of the city.

Jane: Great. Are you interested in art?

Helmut: Yes, I'm a big art fan. I'd like to go to the new exhibition at the Tate Gallery.

Jane: OK. I can organize tickets for the city tour and for the Tate.

Helmut: Thanks for that. Also, I'd like to sample some of your food and drink. What do you suggest?

Jane: Well, we've got plenty of good restaurants and pubs. Our most famous meal is fish and chips. But London has many fine restaurants with just about any international cuisine you could want. We've got some very good places for Indian food.

Helmut: That sounds good like a good idea, if it isn't too spicy. My wife will be with me. She doesn't eat meat.

Jane: Well, if she's vegetarian, Indian food is just fine.

Helmut: Also, my wife doesn't drink alcohol, so could you recommend a typical British non-alcoholic drink?

Jane: Hmm. No, there really isn't anything special. The restaurant will have apple or orange juice. So, how about music? Do you and your wife like opera or concerts?

Helmut: Actually, we prefer the theatre. We love musicals and we especially like Andrew Lloyd Webber. Is there any chance of getting tickets?

Jane: Let me check on that for you.

Helmut: All right, Jane. Please email me the plan for our evenings out next week. I'm really looking forward to it.

Jane: Will do! Thanks for calling. Bye for now.

Helmut: Bye.