

Let me introduce myself.



# **Learn the speech patterns by heart.**

- 1. Let me introduce myself. I'm John Green.**
- 2. - Mary, this is Dr.Jones.  
- How do you do, Dr.Jones?  
- How do you do, Mary. Glad/pleased to meet you!**
- 3. Ted, this is Ann Small, my personal assistant.**
- 4. Let me introduce you to my chief.**

- 1. Please, introduce yourself.**
- 2. Please, introduce your new secretary to your colleagues.**
- 3. Please, introduce your new interpreter to your foreign partners.**
- 4. Please, introduce your colleague to your wife.**



## **Remember the dialogue.**

- **Excuse me, sir. I'd like to speak to Mr. Mitchel.**
- **I'm Mr. Mitchel.**
- **Oh, I'm very glad. Let me introduce myself. I'm Igor Voronin.**
- **How do you do, Mr.Voronin?**
- **How do you do?**
- **Do you have business to me?**
- **Yes, I do. I'd like to have a talk with you about terms of delivery.**
- **You are welcome. Please, sit down.**

## **Translate the sentences into English.**

- Excuse me, sir. I'd like to speak to Mr. Mitchel.
- Я г-н Митчел.
- Oh, I'm very glad. Разрешите представиться. I'm Igor Voronin.
- Здравствуйте, г-н Воронин.
- Здравствуйте.
- У Вас ко мне дело?
- Yes, I do. I'd like to have a talk with you about terms of delivery.
- Добро пожаловать. Пожалуйста, садитесь.

## Complete the dialogue.

- Excuse me, sir. I'd like to speak to Mr. Mitchel.
- ....
- Oh, I'm very glad. .... I'm Igor Voronin.
- How do you do, Mr. Voronin?
- ....?
- .....?
- Yes, I do. I'd like to have a talk with you about terms of delivery.
- ..... .

**You are a Russian oil expert in a foreign company. You have a talk to Mr. Richards about the terms of delivery of oil equipment. Dramatize the talk between you and Mr. Richards.**

