



# ENGLISH FOR LIVING LESSON 7: WORKSHEETS

Revision of Lessons 1-6

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## Lesson 7: Revision

This lesson will give you the opportunity to go back over the language in the previous lessons. A key dialogue will be taken from each lesson and you will be asked to do some old and some new exercises.

### Lesson 1:

#### 1.B Formal Introductions

***In a professional situation in Ireland, people will shake hands the first time they meet and often family names rather than first names are used. Listen to this situation where the principal of the school introduces himself to Stephan.***

Principal	Good evening, allow me to introduce myself, I'm Mr Murphy, the school principal.
Stephan	Pleased to meet you Mr Murphy, my name is Stephan Finari.
Principal	Mr Finari, it's always nice to get to know the new parents.
Stephan	I'd like you to meet my wife, this is Maria, we have a son in first class, Luca Finari.
Principal	Pleased to meet you Mrs Finari, ah yes, I know Luca, he's a very nice child.
Maria	I am glad to hear Luca is good in school.
Principal	He is indeed. Well nice meeting you Mr and Mrs Finari, I must go and meet some other parents.
Stephan and Maria	Very nice to meet you too Mr Murphy.

#### 1.B.2 Comprehension

***Did you understand the dialogue? In this exercise you have to listen to the sentence carefully and say whether the information is right, true, or wrong, false. Then listen for the correct answer.***

**1. Mr Finari is the school principal**

**True    False**

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- |  |      |       |
|--|------|-------|
| 2. Stephan and Maria are parents                     | True | False |
| 3. Stephan and Maria have a daughter in first class  | True | False |
| 4. Their son's name is Luca                          | True | False |
| 5. The principal doesn't know their son              | True | False |
| 6. The principal says that Luca is a very nice child | True | False |
| 7. Anna is happy that her child is good in school    | True | False |
| 8. The principal must go and talk to other teachers  | True | False |

### 1.B.4 Language Development

***The principal comes up and introduces himself to you - what do you say? Answer in the time provided then listen to the correct answer.***

Principal	Good evening, I'm Mr Murphy, the school principal
You	
Principal	Pleased to meet you. And is this your partner?
You	
Principal	Pleased to meet you too .... Do you have a child in this school?
You	
Principal	Ah yes, a lovely child. Well nice meeting you both, I must go and meet some other parents
You	

### 1.D Making arrangements, days, dates, months and years

***Laura and Maria are friends and are arranging to meet for a coffee.***

Maria	Hi Laura
Laura	Hi Anna, how are things?
Maria	Great and yourself?
Laura	Not too bad, but I'm quite busy at work.

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Maria	Would you like to meet for coffee some day?
Laura	I am sure I have time for coffee! What day suits you?
Maria	I'll check my diary. How about Tuesday the 6 <sup>th</sup> at 11?
Laura	I'm sorry I'm not free then, would Tuesday the 13 <sup>th</sup> suit?
Maria	Yes, that would be great.
Laura	I'll meet you up at Costa Coffee at the shopping centre.
Maria	Perfect, I'll see you then.

### 1.D.2 Comprehension

*Listen to the following statements and decide if they are true or false.*

- |  |      |       |
|--|------|-------|
| 1. Maria is in great form  | True | False |
| 2. Laura is very busy at work                                    | True | False |
| 3. Laura is too busy to go for coffee                            | True | False |
| 4. Maria wants to meet on Tuesday the 11 <sup>th</sup> at 9.     | True | False |
| 5. Laura isn't free on Tuesday the 9 <sup>th</sup> .             | True | False |
| 6. They agree to meet on Thursday the 13 <sup>th</sup> at 11.    | True | False |
| 7. They are going to meet at Costa Coffee at the shopping centre | True | False |

### 1.D.4 Language Development

*Your friend wants to meet you for coffee. You are only free on Friday mornings as you are at work the other days of the week.*

A	Hi, how are things?
B	
A	Would you like to meet for coffee some day?
B	
A	Would Tuesday the 14 <sup>th</sup> suit you?

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B	
A	How about Friday the 17 <sup>th</sup> ?
B	
A	Will I meet you up at Costa Coffee at the shopping centre at 11?
B	
A	Perfect, I'll see you then.
B	

### 1.E Making formal arrangements

***In this dialogue, Stephan is calling the dental surgery to make an appointment. The secretary discusses a date that might suit.***

A	Good morning, dental surgery, can I help you?
B	Yes, I'd like to make an appointment to see the dentist.
A	Would Monday the 6 <sup>th</sup> of November at 2.30 suit you?
B	No, I am sorry, I work on Mondays, Tuesdays and Thursdays, could I have an appointment on a Wednesday or a Friday?
A	I could give you Wednesday the 8 <sup>th</sup> of November at 11.00.
B	I would prefer an appointment in the afternoon.
A	The surgery is closed on Wednesday afternoon, I could give you an appointment at 3 o'clock on Friday, that's Friday the 10 <sup>th</sup> of November.
B	That would be great, thank you very much.
A	Can you give me your name and a contact number?
B	Yes, it's Stephan Finari and my number is 8559437.
A	Ok, we'll see you on Friday the 10 <sup>th</sup> of November at 3 o'clock.

### 1.E.2 Comprehension

**Answer the following questions using information from the dialogue.**

1. Who does Stephan want to see?
2. Who does he speak to?
3. Which days does Stephan work?
4. Which day is the surgery closed?
5. Does Stephan want a morning appointment?
6. What does Stephan have to give the secretary?
7. What date is Stephan's appointment?
8. What time is the appointment for?

### 1.E.4 Language Development

**Now you want to make an appointment with the dentist. You would prefer a morning appointment because in the afternoon you have to collect your children from school.**

A	Good morning, dental surgery, can I help you?
B	
A	Would Wednesday the 8 <sup>th</sup> of March at 3.30 suit you?
B	
A	I could give you Wednesday the 8 <sup>th</sup> of March at 11.00.
B	
A	Can you give me your name and a contact number?
B	
A	Ok, we'll see you on Wednesday the 8 <sup>th</sup> of March at 11 o'clock.

## Lesson 2

### 2.A Finding a home

***Maria is looking for a house to rent in Blanchardstown. She sees an ad for a house that she likes in the Blanchardstown Gazette and phones the landlord.***

Landlord	Hello?
M	Hello, my name is Maria Finari and I'm calling about the house advertised in the Blanchardstown Gazette.
Landlord	Oh right, well it's still available if you are interested, I haven't found a tenant yet.
M	Where exactly is the house?
Landlord	It's in Springlawn Drive, near Blanchardstown village.
M	How much is the rent?
Landlord	It's 1,100 euro per month, the lease is for one year and you would need to pay 2 months' rent in advance as a deposit.
M	What is the house like?
Landlord	It's a 3-bedroomed semi-detached house, with a small garden front and back.
M	Does it have central heating?
Landlord	Yes, it has gas central heating.
M	Is it furnished?
Landlord	Yes, it's fully furnished, it has a fully fitted kitchen and a TV in the living room.
M	Does it have a phone?
Landlord	There is a phone line, but it's not connected.
M	That's ok, I have a mobile phone.

## 2.A.2 Comprehension

**Can you remember the answers to Maria's questions?**

1. Where was the house advertised?
2. Where is the house located?
3. How many bedrooms are in the house?
4. How much is the rent?
5. How much is the deposit?
6. How long is the lease?
7. What kind of central heating does it have?
8. What kind of kitchen does it have?
9. Is it furnished?
10. Is there a phone line?

## 2.A.4 Language Development

**Listen to this landlord describing a house he has to rent and fill in the missing words.**

It's a four \_\_\_\_\_ house which is not joined on to another house so it's \_\_\_\_\_. It costs 2,000 euro per month in \_\_\_\_\_. The tenant has to pay two months' rent as a \_\_\_\_\_. The contract is for 12 months so it's a one year \_\_\_\_\_. The house has tables, chairs, beds etc so it is fully \_\_\_\_\_. The kitchen has a fridge, cooker and washing machine as well as cupboards, so it is fully \_\_\_\_\_. The last tenants didn't want a phone so the line is \_\_\_\_\_.

## 2.D Facilities in Blanchardstown

**Maria has more questions for Christina about Blanchardstown. In this dialogue she wants to know about what there is to do in Blanchardstown.**

M	Christina, can you tell me is there much to do in Blanchardstown?
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C	Yes, there's a lot to do in Blanchardstown. There are cinemas at the shopping centre, and there is a theatre across the road from it. There is a very good library too. And there are lots of sports facilities.
M	Is there a swimming pool?
C	Yes indeed. The National Aquatic centre is in Blanchardstown. And there are several parks and playgrounds.
M	That sounds great. What about transport?
C	There is a very good bus service, with a lot of bus routes into the city centre. And there is a rail link to Connolly Station in the city, it goes through Clonsilla, Coolmine and Castleknock.
M	Well I'd like to keep my job in the city centre, so that's good. Do you think I might be able to get a job in Blanchardstown?
C	Well there are employment problems here like everywhere else, but there are a lot of employers too. The Blanchardstown shopping centre and the retail parks employ a lot of people.
M	What's a retail park?
C	It's where you have a number of really big shops together on one site.
M	I might find work there, are there businesses in Blanchardstown as well?
C	There is a business park in Ballycoolin, and there are big multinational companies like IBM, eBay, Xerox and Paypal.
M	Well maybe there will be possibilities there. All in all, it sounds like Blanchardstown is a good place to live.
C	Yes, it certainly is, it has a lot to offer.
M	Well I think we will decide to take the house in Blanchardstown. We will have to meet when we move there!
C	Of course! And I can show you some nice places to meet for coffee or for something to eat, or to go for a drink. There are lots of bars and restaurants too.

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M	We must do that. Thanks for all the information. I feel much happier about moving to Blanchardstown now.
C	Not at all, don't forget to call me when you move in.
M	I will of course. I'll talk to you soon.
C	Good-bye – and good luck with the move.

### 2.D.2 Comprehension

***What facilities does Blanchardstown have? Listen to the list of facilities and decide which ones Blanchardstown has, listen to each one and answer yes or no.***

Cinemas	theatre	opera house	museum	library
Swimming pool	parks	skating rink	parks	playgrounds
A bus service	metro	airport	train service	

***What employers are there in the area? Name the employer:***

Shops: \_\_\_\_\_

Computers: \_\_\_\_\_

Internet payments: \_\_\_\_\_

Internet sales site: \_\_\_\_\_

Photocopying equipment: \_\_\_\_\_

### 2.D.3 Language Focus

***Match the activities with the place. Where would you go if***

1	You want to see a film	a	A playground
2	You want to see a play or concert	b	A restaurant
3	You want to borrow some books	c	The theatre
4	You want to buy lots of different things	d	A cafe

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5	You want to go swimming	e	A railway station
6	You want to go for a walk	f	The shopping centre
7	You want to take your children to play somewhere	g	The library
8	You want to take a train	h	A park
9	You want to have a coffee	i	The swimming pool at the National Aquatic Centre
10	You want to have a meal	j	The cinema

### Lesson 3

#### 3.C Enrolling a child in school

***Thomas goes to the local school and talks first to the secretary and then to the principal***

Secretary	Good morning, can I help you?
Thomas	Good morning, I am looking for a school for my children.
Secretary	How old are they?
Thomas	I have a daughter aged five and a son aged nine.
Secretary	Just a moment and I'll get the principal for you.
Thomas	Thank you.
Principal	Good morning, I am Mr Lynch the Principal.
Thomas	Pleased to meet you, I am Thomas Agode, I am looking for a school for my two children.
Principal	How old are your children, and what are their names?
Thomas	Anita is five years old and Victor is nine years old.
Principal	Has your daughter been to school already?
Thomas	Just for a few months. She can count and knows the alphabet but she can't read.
Principal	I think she should start in junior infants. How many years of school has your son had?
Thomas	Let me think... four years
Principal	Do your children speak English?
Thomas	Not very much. Their mother speaks some English with them, my daughter understands a lot but doesn't speak it, my son can speak a little but he can't read or write English.

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Principal	I think your son should start in third class but he may need some language support. Can you fill out these application forms and I will also need copies of their birth certificates.
Thomas	I have copies of the birth certificates here.
Principal	Well, you can fill in the application forms straight away and give me the birth certificates as well. I don't think there will be any problem.
Thomas	That's great, thank you very much. When can they start?
Principal	They can start on the first of September. I will send you confirmation of their places by letter, in the post, next week along with a copy of the rules of the school.
Thomas	What about schoolbooks and uniforms?
Principal	I will send you a list of the schoolbooks they will need for September and details of the uniform. There are bookshops and uniform shops in the Blanchardstown Shopping Centre.
Thomas	Thank you very much. My children will be very happy to know they are going to this school
Principal	You're welcome, I look forward to meeting your children.

### 3.C.2 Comprehension

**Answer the following questions based on the dialogue:**

1. Who does Thomas speak to first?
2. Who is Mr Lynch?
3. How long has his daughter spent in school?
4. What class should she start in?
5. How long has his son been in school?
6. What class should he start in?
7. What help will his son get with his English?
8. What certificates does the principal ask for?

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9. When can the children start school?
10. What will the principal send in the post?
11. Thomas needs information about 2 other things
12. Where can he buy these?

### 3.C.4 Language Development

***Imagine you are going to meet the principal of a school. Play the role of the parent and use the names and ages of your children. If you don't have children use Victor aged 9 and Anita aged 5.***

Principal	Good morning, can I help you?
You	
Principal	I am Mr Lynch the Principal, pleased to meet you.
You	
Principal	So, how old are your children?
You	
Principal	Are they boys or girls?
You	
Principal	What are their names?
You	
Principal	Have your children been to school already?
You	
Principal	Do your children speak English?
You	
Principal	Can you fill out these application forms and I will also need copies of their birth certificates.

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You	
Principal	They can start on the first of September. I will send you confirmation of their places by letter, in the post, next week along with a copy of the rules of the school. Is there anything else you need to know?
You	
Principal	I will send you a list of the schoolbooks they will need for September and details of the uniform. Well thank you very much, and I will see you in September
You	
Principal	You're welcome, I look forward to meeting your children.

## Lesson 4

### 4.A Planning a shopping trip

***The Agode family are going to the Blanchardstown centre in preparation for the children going back to school. Listen to the parents Latifa and Thomas discussing what they need to get.***

Latifa	The children will be back at school next week and they will need a lot of things for school, maybe we should go to the shopping centre tomorrow?
Thomas	That's a good idea, and maybe we could go and see a film at the cinema in the afternoon.
Latifa	Ok, let's plan this. We'll get up early and we'll go to the shopping centre straight away, the car park will be getting full after 11 o'clock.
Thomas	We'll start with the uniforms, then we'll get the children's shoes.
Latifa	We'll go to one of the shoe shops to get school shoes, but we'll have to go to a sports shop as well to get runners for their sports and P.E.
Thomas	We might buy them jackets in the sports shop too, the weather will be getting cold soon.
Latifa	And it will be getting wet too! Ok we'll get them jackets too.
Thomas	Then we'll go to Easons to get their copy books, folders, pens and pencils and anything they need for art.
Latifa	It will take quite a long time to do that!
Thomas	I know and the children will be getting hungry. We can stop for lunch – we might go to McDonalds or Burger King.
Latifa	I think we'll need a break, but I will have to go to the supermarket to do the grocery shopping too.
Thomas	What about the cinema?
Latifa	I forgot about the cinema. Maybe we could do one job each – I'll do the shopping while you take the children to the cinema.

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Thomas	Are you sure? I think I'm getting the easy job, and you're getting the difficult job!
Latifa	Don't worry, I don't really want to see another children's film and it's much easier to do the shopping on my own.
Thomas	Ok. We'll tell the children – we'll have a nice day out together, but I hope they will be good!
Latifa	So do I!

### 4.A.2 Comprehension

***Did you understand the dialogue? Listen to each question and try to answer it.***

1. What time of the year is it when the Agode family decides to go to the shopping centre?
2. What clothes are they going to buy for the children?
3. What shoes are they going to buy?
4. What other things are they going to buy for school?
5. What are they going to do at lunch time?
6. The Dad is getting the 'easy job' in the afternoon – what is it?
7. What is the mother going to do?
8. What do the parents hope?

### 4.A.4 Language Development

***Another way of talking about the future is to say 'I am going to do something'. This is when you have made up your mind to do something and you are intending to do this. Change each of these sentences in the simple future into sentences using 'going to'. You can see the meaning of each sentence changes a little bit.***

- We'll get up early
- we'll go to the shopping centre
- We'll start with the uniforms
- Then we'll get the children's shoes
- we'll get them jackets too
- Then we'll go to Easons
- It will take a long time

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- We'll need a break
- I'll do the shopping
- We'll tell the children
- We'll have a nice day out together

## Lesson 5

## 5.B Describing symptoms.

***Christina comes back to the doctor's for her appointment at 11.30. She goes to the receptionist to give her name and the receptionist tells her to take a seat in the waiting room. She asks Christina to fill in a form with all her details. After a few minutes the doctor comes to the waiting room and calls her name.***

Doctor	Christina?
Christina	Yes.
Doctor	Can you follow me please, we'll just go back to my surgery.... Here we are, take a seat.
Christina	Thank you doctor.
Doctor	This is your first time coming to this surgery – is that right?
Christina	Yes that's right
Doctor	Are you here in Blanchardstown for a visit or are you planning to stay in Ireland?
Christina	I am planning to stay in Ireland for a year or two. My husband has a job in Paypal.
Doctor	He is very lucky to have a job with that company, it's doing very well. Do you have children?
Christina	Yes, I have two children, a son and a daughter.
Doctor	In that case I will make a family file for you. I see on the form you have filled in all your details – I will transfer them to a file afterwards. I can get details for your husband and children if they come to see me.
Christina	That's great thank you.
Doctor	So what can I do for you today, what seems to be the trouble?
Christina	I am feeling very tired and I have a lot of headaches, and I feel my heart is beating very fast
Doctor	When did you first start to feel tired?
Christina	I started to feel tired a few weeks ago.
Doctor	And when did the headaches start? And the fast heartbeat?

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Christina	I often get headaches, but I have had more headaches since last week, and my heartbeat has been faster since last week too.
Doctor	It might just be a virus, but you do look a bit pale. I will check your blood pressure, your heart rate, and do some blood tests. Is that ok?
Christina	Ok.
Doctor	Don't worry, you look quite healthy even if you feel tired. Can you go over there and lie down and I'll check you out.

### 5.B.2 Comprehension

#### ***Did you understand the questions the doctor asked?***

- This is your first time coming to this surgery – is that right? (The receptionist is checking Christina hasn't been to the surgery before)
- Are you here in Blanchardstown for a visit? (The doctor is asking if she is in Blanchardstown for a short time, on holidays of visiting family or friends)
- Are you planning to stay in Ireland? (The doctor is asking if she is going to come and live in Ireland)
- Do you have children? (The doctor can make a file for the whole family if she has)
- So what can I do for you today? (How can I help you today?)
- What seems to be the trouble? (What is the health problem or difficulty you have?)
- When did you first start to feel tired? (The doctor wants to know when the problem began)
- And when did the headaches start? (Again, the doctor wants to know when the problem began)
- Can you go over there and lie down? (The doctor will examine her on the examination table)

#### ***Answer the following questions***

1. Is this the first time Christina has come to the surgery?
2. Is Christina in Blanchardstown for a short visit?
3. Is Christina planning to stay in Ireland?
4. Does Christina have children?
5. What health problem does Christina have?
6. When did she first start to feel tired?

7. When did the headaches start?

#### 5.B.4 Language Development:

##### **Talking about time using for, since and ago**

Christina says that she hopes to stay in Blanchardstown for a year or two.

For is used to describe the amount of time you spent in a place. Listen to where Christina lived before she came to Blanchardstown.

- We left Nigeria three years ago, and went to England.
- We lived in London for two years.
- Then we came to Ireland. We lived in Balbriggan for three months and then we moved to Blanchardstown.
- We have been in Blanchardstown for six weeks.

##### ***Practice by answering the questions using for***

1. How long did they live in London?
2. How long did they live in Balbriggan?
3. How long have they lived in Blanchardstown?

##### ***The word ago is used to say when something happened, for example:***

- I started to feel tired a few weeks ago.
- We lived in London two years ago.
- We came to Ireland a few months ago.
- We moved to Blanchardstown six weeks ago.

##### ***Practice by answering the questions using ago***

1. When did she start to feel tired?
2. When did they live in London?
3. When did they come to Ireland?
4. When did they move to Blanchardstown?

##### ***Since is used to say when something in the present started.***

- I have had more headaches since last week
- I have lived in Blanchardstown since January

- I have lived in Ireland since 2010.

**Practice by answering the questions using since**

1. How long has she had headaches?
2. How long has she lived in Blanchardstown?
3. How long has she lived in Ireland?

### 5.C The doctor's examination

***The doctor examines Christina and recommends treatment***

Christina	I hope it is nothing serious.
Doctor	Don't be so worried! Now I am just going to take your temperature first, it might be up if you have a virus. Stay still and I'll just hold this up to your ear.... No, it's not up, it's perfectly normal, 36.7.
Christina	Good, I'm glad to hear that.
Doctor	Now I'll check your blood pressure. Have you had this done before?
Christina	Yes, I have, it's usually quite low.
Doctor	Now, can you roll up your left sleeve and I will put this around your arm. It will squeeze your arm a little bit.... Your blood pressure seem to be up a little bit, it's a little high, but not a lot.
Christina	Ok, I was a bit concerned about that.
Doctor	Now I'll listen to your heart rate and lungs. Can I ask you to take off your shirt?
Christina	Just my shirt?
Doctor	Yes, that's fine. Now breathe in... breathe out.... breathe in... breathe out ..... deep breath.... Just breathe normally now.... Your heart rate is a little fast. Your breathing is a little difficult. Do you smoke?
Christina	Yes, sometimes, I am trying to quit, I know it's bad for me.
Doctor	You should try to stop smoking. Are you eating well? Have you a good appetite?
Christina	Yes, no problem there, maybe I eat too much! I try to eat healthy food.
Doctor	No, you look fine. It's important to eat well when you have a lot of changes in your life.

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	I think I'll take some blood tests, we'll get a full blood count. Can you roll up your sleeve again?
Christina	I am a little nervous of blood tests.
Doctor	Don't worry, you will just feel a prick. Just look away while I am doing it... there you go, all done.
Christina	I didn't feel that at all.
Doctor	I have years of practice! I will send the blood samples to the lab and I should have the results in about a week. I think you might need to take some iron, you are quite pale.
Christina	I had some problems with low iron before. How do I get the results?
Doctor	You can call the surgery next week and the receptionist will tell you if the results are back and you can make another appointment. I'll give you a prescription for some iron and painkillers.
Christina	Ok thank you, I am quite relieved.
Doctor	Was there anything else?
Christina	I am a bit worried about my son, he has had a cough for a few weeks and it's not going away.
Doctor	You should bring him to see me, he might need an antibiotic.
Christina	Ok thank you.
Doctor	Here's your prescription, and remember to phone the surgery for the results of the blood test.
Christina	I will. Thank you very much doctor.
Doctor	You're welcome. I hope you feel better soon.

### 5.C.2 Comprehension

***The doctor checked six things for Christina – do you remember what they are? Listen to each sentence and decide which words are missing:***

First she took her \_\_\_\_\_

Secondly she checked her \_\_\_\_\_

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Thirdly she listened to her \_\_\_\_\_ and \_\_\_\_\_

Finally she took some \_\_\_\_\_ tests

She also asked Christina if she \_\_\_\_\_ and if she was \_\_\_\_\_ well.

***Did you understand what the doctor said about each of the things she checked?***

Match the following:

1	temperature	A	a little fast
2	blood pressure	B	breathing a little difficult
3	heart rate	C	results will be ready next week
4	blood tests	D	stop
5	lungs	E	Up a little bit
6	smoking	F	eat well
7	eating	G	Normal

What did she say about her temperature?

What did she say about her blood pressure?

What did she say about her heart rate?

What did she say about the blood tests?

What did she say about her lungs?

What did she say about her smoking?

What did she say about her eating?

### 5.C.4 Language Development

***After going to the doctor, Christina went home and told her husband about the visit. Listen to each sentence and decide which words are missing. The sentence with the missing words will be read for you.***

- First she took my \_\_\_\_\_ and she said it was \_\_\_\_\_.
- Then she checked my \_\_\_\_\_ and she said it was \_\_\_\_\_ a little bit.

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- After that she listened to my \_\_\_\_\_ rate and she said it was a little \_\_\_\_\_.
- She listened to my \_\_\_\_\_ and she said my \_\_\_\_\_ was a little difficult.
- Finally she took some \_\_\_\_\_ tests and she said the \_\_\_\_\_ will be ready next week.
- She also asked me if I \_\_\_\_\_ and she said I should \_\_\_\_\_.
- She also asked me if I was \_\_\_\_\_ well ( ) and she said it's \_\_\_\_\_ to eat well.

Blood pressure -lungs -blood -eating -temperature - smoked - heart

results - fast - breathing – stop - important - normal - up

### 5.E Filling out forms

***The receptionist at the surgery asks Christina to fill in a form with all her details. Listen to how the receptionist explains this. You can look at the form on the website while you listen to the explanation.***

**PATIENT REGISTRATION FORM**

SURNAME .....

FIRST NAME .....

DATE OF BIRTH .....

SEX .....

MARITAL STATUS .....

TITLE (Mr, Mrs, Ms) .....

ADDRESS .....

.....

.....

Home/Work Phone .....

Mobile Phone .....

Email Address .....

OCCUPATION .....

NATIONALITY .....

Medical Card Yes.....or No... Card Number:.....

PPS NUMBER .....

PRIVATE INSURANCE SCHEME .....

Is it ok for us to contact you by email with information and offers Yes ..... No .....

**NEXT OF KIN** NAME .....

RELATIONSHIP .....

PHONE NUMBER.....

PLEASE DISCUSS ANY RELEVANT MEDICAL HISTORY OR MEDICATION/ALLERGIES  
THAT MAY BE HELPFUL WITH YOUR DOCTOR

**ALL INFORMATION WILL BE TREATED IN STRICT CONFIDENCE**

- First of all you need to fill in your surname, or family name
- and then your first name. In Ireland sometimes we say a Christian name
- Then your date of birth, put the day first, then the month, then the year when you were born.
- Sex just means male or female.
- For marital status, say whether you are single, married, separated or divorced.
- Then we need contact details, you need to give us your address, your home and mobile phone numbers and if you have an e-mail address that would be great.
- Your occupation is the work that you do. If you are not working put down the job you usually do, and then unemployed.
- You need to put down your nationality too. This means the country you come from as it is on your passport.
- Your PPS number is your Personal Public Service number, you can get one from your local social welfare office.
- If you have private health insurance that you pay for yourself, fill in the name of the company.
- Your next of kin means your nearest relative, it could be your husband, a parent or a brother or sister for example.
- You don't need to give medical details on the form, you can talk to your doctor about these.

### 5.E.1 Practice

***Listen and repeat each sentence***

### 5.E.2 Comprehension

***Can you remember the terms provided? Listen to each description and decide which is the correct term.***

Description	Term
Family name	Date of birth
Christian name	First name
The date, the month, then the year when you were born	Private health insurance

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Male or female	<b>Sex</b>
Single, married, separated or divorced	<b>PPS number</b>
Your address, home, work and mobile phone numbers, and an e-mail address	<b>Next of kin</b>
The work that you do	<b>Occupation</b>
The country you come from as it is on your passport.	<b>Surname</b>
Personal Public Service number	<b>Nationality</b>
Health insurance that you pay for yourself	<b>Marital status</b>
Your nearest relative, it could be your husband, a parent or a brother or sister	<b>Contact details</b>
If you are in full-time education	<b>Student</b>

### 5.E.4 Language Development

***Imagine you are in an office and the receptionist is asking you for information to fill out a form. Answer the following questions out loud using your own details.***

Receptionist	Can you give me your surname?
Receptionist	Can you spell that please?
Receptionist	What's your first name?
Receptionist	Can you spell that too please?
Receptionist	What's your date of birth?
Receptionist	Can you give me your address?
Receptionist	Can you give me your home and mobile phone numbers?

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Receptionist	What's your e-mail address?
Receptionist	What's your PPS number?
Receptionist	What's your marital status?
Receptionist	What's your occupation?
Receptionist	Thank you very much.

## Lesson 6

## 6.C Opening an account

**Christina goes in to meet the bank manager. The language will be a little more formal in this situation.**

Bank Manager	Good afternoon, I'm Mark O'Connor.
Christina	Pleased to meet you, I'm Christina Igboeli.
Bank Manager	Christina, what can I do for you?
Christina	I'd like to open a bank account.
Bank Manager	What type of account do you want – a current account, a deposit account, a savings account?
Christina	I just want an account to put my salary in and use every day.
Bank Manager	I think what you need is a current account.
Christina	A current account?
Bank Manager	Yes, you can put money in and take money out whenever you like, but you won't earn any interest.
Christina	How can I take money out?
	You can come to the bank and take money out at the counter, or you can get an ATM card and withdraw money from cash machines in the street, in shops and in banks.
Christina	Yes, I'd like an ATM card. Can I use the card to buy things in shops?
Bank Manager	In that case you need an ATM debit card.
Christina	I think that's what I need. Can I have a cheque book?
Bank Manager	Yes, but not immediately. Cheques are not used in Ireland as much anymore. A debit card is more useful.
Christina	Can I have a credit card?
Bank Manager	That is a different type of account, you will need to wait for a few months to open a credit card account, the bank needs proof of your ability to pay.
Christina	How can I put money into my account?

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Bank Manager	You can come into the bank and deposit money into your account. You can transfer money from another account, and you can ask your employer to pay your salary directly into your account.
Christina	Can I pay my bills from my account?
Bank Manager	Yes, you can set up a direct debit so that the money is automatically taken from your account.
Christina	Ok, can I open an account today?
Bank Manager	Yes, you can, if you have the documentation you need – have you got photo ID and proof of address?
Christina	Yes, I have. They told me at the customer service desk that I needed to bring these documents.
Bank Manager	Very well. I'll go and get the forms and we can fill them in together.

### 6.C.2 Comprehension

#### ***Have you understood what type of bank account Christina wants to open?***

- What type of account do you want – a current account, a deposit account, a savings account?
- I just want an account to put my salary in and use every day.
- I think what you need is a current account.
- You can put money in and take money out whenever you like, but you won't earn any interest.

'Interest' is a percentage of money you get if you leave money in an account for some time.

#### ***Have you understood the different ways of putting money into an account?***

- You can come into the bank and deposit money into your account.
- You can transfer money from another account
- You can ask your employer to pay your salary directly into your account.

'Deposit' is a more formal way of saying 'put in'

#### ***Have you understood the different ways of taking money out of an account?***

- You can come to the bank and take money out at the counter

## English for Living Lesson 7: Worksheets

- You can get an ATM card and withdraw money from cash machines in the street, in shops and in banks.
- You can set up a direct debit so that the money is automatically taken from your account to pay a bill.

'Withdraw' is a more formal way of saying 'take out'

### ***Have you understood the different types of cards?***

This card allows you to withdraw money from cash machines in the street, in shops and in banks.

You can use this card to take money out of cash machines and to buy things in shops

This card gives you credit, but you will have to wait a few months as the bank needs proof of your ability to pay the bills.

## 6.C.4 Language Development

### **Asking questions with 'can'**

***Listen to each sentence about using cards and then ask a question using can.***

You can have a credit card	
You can have a credit card next month	
You can have a cheque book	
You can have a cheque book next week	
You can use your card in shops	
You can use your card in restaurants	
You can get a card by filling in this form	
You can get a card by asking the manager	
You can get a card because you have an account.	
You can get a card because you are a good customer	

**Conversational Language.**

***Imagine you go to the bank to open an account. Respond to the following***

Bank Manager	Good afternoon, I'm Mark O'Connor.
You	
Bank Manager	What can I do for you?
You	
Bank Manager	What type of account do you want – a current account, a deposit account, a savings account?
You	
Bank Manager	Do you want an ATM card?
You	
Bank Manager	Do you want a cheque book?
You	
Bank Manager	Do you want a credit card?
You	
Bank Manager	Do you want to open the account today?
Bank Manager	Do you have your passport or a driving license?
You	
Bank Manager	Do you have a document to show proof of address?
Bank Manager	Very well. I'll go and get the forms and we can fill them in together

## 6.D: Filling in Forms

**The bank manager comes back with the application form. You can look at the form on the lesson while you listen to the dialogue.**

Please use Block Capitals and ✓ where appropriate. Sections with an \* are mandatory and must be completed in full.

Personal Details	
*Title	Mr <input type="checkbox"/> Miss <input type="checkbox"/> Mrs <input type="checkbox"/> Other <input type="checkbox"/> (please state) <input type="text"/>
*First Name	<input type="text"/>
*Surname	<input type="text"/>
*Home Address	<input type="text"/>
*Address Line 2	<input type="text"/>
Address Line 3	<input type="text"/>
*County	<input type="text"/>
*Country	<input type="text"/>
Gender:	Male <input type="checkbox"/> Female <input type="checkbox"/>
Marital Status:	Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Other <input type="checkbox"/>
*Date of Birth	<input type="text"/> / <input type="text"/> / <input type="text"/> (Day/Month/Year)
*Country of Birth	<input type="text"/> (as per Identity documents)
County/City of Birth	<input type="text"/> (as per Identity documents)
PPS No. (Tax Reference No.)	<input type="text"/>
Employment Details	
*Employment Type:	Employee <input type="checkbox"/> Self-employed <input type="checkbox"/> Home Maker <input type="checkbox"/> Retired <input type="checkbox"/> Not currently employed <input type="checkbox"/>
Job Description	<input type="text"/>
Employer's Name	<input type="text"/>
*Basic Gross Annual Income €	<input type="text"/> (If no income, please enter 'zero', i.e. enter '0' in Income field)
Will your Income be paid into your bank account?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Contact Details	
Home Phone No.	<input type="text"/> Mobile Phone No. 0 8 <input type="text"/>
E-mail Address	<input type="text"/>

Bank Manager	Now, then here is the application form, let me explain how to fill it in. You need to use block capitals, that's all capital letters and put one letter in each box. It makes it much easier for us to read afterwards.
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## English for Living Lesson 7: Worksheets

Christina	Do I have to fill in all of the sections?
Bank Manager	You see at the top of the page it says that sections with an * (asterisk) or star are mandatory, that means that you have to fill them in. If there is no asterisk, you don't have to fill in those details, but it is better if you can.
Christina	Ok I think I understand that. For the name, it's Mrs Christina Igboeli, and my address is.... there are a lot of lines for the address.
Bank Manager	You're right there are, you probably don't need them all. What's your address?
Christina	It's 11 Coolmine Court, Blanchardstown, Dublin 15.
Bank Manager	We'll put 11 Coolmine Court on the line which says 'home address', then we'll put Blanchardstown on Address Line 2, we don't need line 3. Then put Dublin 15 where it says 'county', and of course Ireland for the country.
Christina	Is Blanchardstown part of Dublin city?
Bank Manager	It is, but it's also in county Dublin.
Christina	So then I just tick the boxes for female and married.
Bank Manager	That's right.
Christina	I put in my date of birth and where I was born.
Bank Manager	Yes, in the first line you put the country where you were born and on the next line you can give more detail of the city or the county you were born in.
Christina	Ok, that's easy. And I have my PPS number on my Social Welfare card.
Bank Manager	That's great – it's not mandatory but it is better to have all of these details.
Christina	Now, the employment details – I am working part-time at the moment but I hope to work full-time in the future.
Bank Manager	That's fine, just put down part-time, we can update your file if you start to work full-time.
Christina	What does home-maker mean?
Bank Manager	It means that you don't work outside the home but it also recognizes that being at home and looking after a house and family is like having a job.
Christina	Well I certainly agree with that! But at the moment I prefer to go out to work.

## English for Living Lesson 7: Worksheets

Bank Manager	That's grand. Can you fill in your employer's name and put a tick in the box if your employer is going to pay your salary into this account.
Christina	Yes, I'll arrange that. What does 'gross income' mean?
Bank Manager	It means your salary before you pay tax and other deductions. Your 'net' income would be the amount you earn after all of the deductions.
Christina	Is that my weekly or monthly income?
Bank Manager	No, it's your yearly income, it says 'annual' that means 'yearly'. And then we just need your contact details – your phone numbers and e-mail address if you have one.
Christina	I don't have a home phone number at the moment, just a mobile number
Bank Manager	That's fine, as long as we have some way of contacting you.

### 6.D.2 Comprehension

***Listen to these statements and decide if they are true or false.***

- |  |      |       |
|--|------|-------|
| 1. Christina must fill in the form in block capitals                                     | True | False |
| 2. She should put one letter in each box   | True | False |
| 3. She should put an X in a box as a way of saying yes                                   | True | False |
| 4. If there is an asterisk or star beside a line, it means you don't have to fill it in. | True | False |
| 5. Christina lives in 11 Coolmine Crescent in Blanchardstown                             | True | False |
| 6. Christina needs to put down Dublin as the country and Ireland as the county           | True | False |
| 7. Christina ticked the boxes for 'single' and 'female'                                  | True | False |
| 8. Christina has her PPS number on her Social Welfare card                               | True | False |
| 9. Christina is working full-time at the moment  | True | False |
| 10. A home-maker is a person who builds houses   | True | False |
| 11. Christina's employer will pay her salary into her account                            | True | False |
| 12. 'Gross income' is the amount of money you earn <u>before</u> paying tax etc.         | True | False |
| 13. Christine has a home phone number and a mobile phone number                          | True | False |