

Communication

Useful phrases...

▶▶ Saying hello...

Good morning	Good afternoon	Good evening.	Good night	Hello / Hi

▶▶ Being polite

How do you do?	How are you (doing) ?	How is it going?
How do you do?	Fine, thank you.	Fine, thank you. (thanks)

▶▶ Meeting someone

Pleased / nice / glad to meet you!	May I introduce you to ..	Have you met before?
You're welcome! Don't mention it! My pleasure! It was kind of you!	I'll be glad to meet him / her.	You look so nice in this dress! It's a lovely dress!

▶▶ Useful

I beg your pardon!	Do you mind if ...	If I may	I'm sorry.
What's wrong? What's the trouble?	What's the matter?	What can I do for you? How can I help you?	That's a relief! It can't be helped now

▶▶ Suggesting

What about /how about (<i>going to the theatre?</i>)	Shall we (<i>have a drink?</i>)	Would you like (<i>to eat out?</i>)	Why don't we (<i>go to the cinema?</i>)

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Asking

Do you think so? Don't you think so?	How do you feel about it? What do you think about it?	Would you be kind enough to (<i>give me ...</i>)
		<i>Give me my book! Gimme my book!</i> <i>Can I take your book?</i> <i>Could I take your book?</i>
Would you mind (<i>taking ...</i>)	Do you agree? Are you for or against it?	Would you be so kind as to (bring me..)

Orders

Will you sit down!	Sit down!	Let's sit down!	Don't sit down!	Let's not sit down!

Agreements

That's right! You're right!	Of course! Certainly! Yes, I think so!	I (quite) agree with you. I couldn't agree more!	That's a good idea! I'm all in favour of that!

Disagreements

You're wrong! That's wrong!	Certainly not! I don't think so!	I don't think that way! I'm afraid I don't agree !	I'm strongly against! I can't accept that!

Wishing the best

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I hope everything's all right for you.	Enjoy your (stay, day...) Have a nice...	Enjoy yourself (ves)
I hope everything goes well for you.	I'm with you all the way.	Have a nice time!
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Apologizing

I am sorry I'm really ashamed!	I want to apologize for... Don't hold it against me.	There's been a misunderstanding. I've wasted your time.
I didn't mean to do that.	I'll never do it again.	It could happen to everybody!