



UNIT 1A · GENERAL A1

Hello, I'm...

Class Book and Workbook · one complete unit

By the end you will...

- Say hello and goodbye in easy, natural English
- Say your name, your job and where you are from
- Use the verb be (am / is / are) in positive sentences
- Say and understand numbers 0–20 and phone numbers
- Ask 'What's your name?' and answer with a full sentence

Warm-up · Hello in your language

Answer with short sentences. It is OK to use one or two words at first.

- Say hello in your language. Now say it in English.
- What is your name? Say: 'My name is...' or 'I'm...'.
Do you say 'Hi' or 'Hello' with a new person at work?

1. Lead-in · Match the hello

Match the sentence with the situation.

- Good morning, Mr Silva.
9 a.m. — you meet your boss
- Hi! I'm Ana.
a party — a new person
- Nice to meet you.
you meet someone the first time
- See you tomorrow!
you go home from work
- Good night.
very late — you go to bed

Which one do you use every day?

2. Reading · Three name cards

Hi! I'm Ana. I'm 28. I'm from Porto, in Portugal, but now I'm in Lisbon. I'm a nurse.

Hello. My name is Kenji. I'm Japanese. I'm from Osaka. I'm 34 and I'm an engineer.

Hi, I'm Sam. I'm American, from Chicago. I'm a student and I'm also a waiter at the weekend.

Comprehension

Where is Ana from?

What is Kenji's job?

How many jobs has Sam got?

2b. Words in the texts

Match the word with the meaning.

- nurse
this person helps sick people in a hospital
- engineer
this person makes or fixes machines and buildings

- waiter
this person brings food in a restaurant
- student
this person studies at school or university

2c. Talk about the texts

Answer in one or two sentences.

- Which person is like you? Why?
Answer key: Model: Ana is like me. I'm from a small city and now I'm in a big city.
- Is your city big or small?
Answer key: Model: My city is big. It's very busy.

Hello! How People Say Hello Around the World

Source: Apex English · graded news-style report · Original text written for Apex English (A1 graded reader)

A very short report about greetings in different countries.

People say hello in many ways. In Brazil, friends give a kiss on the cheek. In Japan, people bow. In Britain and the United States, people often shake hands.

Names are different too. In some places, people use the first name: 'Hi, Ana!'. In other places, they say Mr, Mrs or Ms and the family name: 'Good morning, Mr Silva.'

Teachers say one thing is the same everywhere: a smile. A small smile is friendly in every country.

1. READ FOR GIST

- What is the text about?
Answer key: Different ways to say hello in different countries.
- What is the same in every country?
Answer key: A smile is friendly everywhere.

2. READ FOR DETAIL

- What do friends do in Brazil?
Answer key: They give a kiss on the cheek.
- What do people do in Japan?
Answer key: They bow.
- When do people use Mr, Mrs or Ms?
Answer key: With the family name, in more formal situations.

3. GLOSSARY

cheek

the side of your face

bow

to move your head and body down

shake hands

to take someone's hand to say hello

4. DISCUSS IN PAIRS

- How do you say hello to a friend? And to a new person at work?

- Is a kiss, a handshake or a smile normal in your country?

3. Vocabulary · Hello, jobs and numbers

SET A

Hello / Hi

you say this when you meet a person

Good morning / afternoon / evening

hello at a special time of day

Nice to meet you.

you say this the first time

Goodbye / Bye / See you!

you say this when you go

a nurse / an engineer / a teacher

jobs — use a or an

How old are you? — I'm 28.

question and answer about age

SET B

My name's Ana.

short form of 'My name is'

And you?

ask the same question back

Sorry?

you don't understand — ask again

Can you repeat, please?

ask the person to say it again

Practice

Complete with ONE word.

- Good morning! (10 a.m.)
- Nice to meet you.
- I'm an engineer.
- How old are you? — I'm 30.
- See you tomorrow!

3b. Numbers 0-20

Match the number with the word.

- 0
zero
- 5
five

- 12
twelve
- 15
fifteen
- 20
twenty

4. Grammar · verb be (am / is / are)

I am

I am Ana. short form: I'm Ana.

he / she / it is

She is a nurse. She's a nurse. / It is big. It's big.

you / we / they are

You are late. You're late. / They are from Brazil. They're from Brazil.

a or an

Use a before a consonant sound: a teacher. Use an before a vowel sound: an engineer.

4a. am / is / are

Complete with am, is or are.

- I ___ from Brazil.
Answer key: am
- She ___ a nurse.
Answer key: is
- We ___ students.
Answer key: are
- He ___ 34 years old.
Answer key: is
- They ___ from Japan.
Answer key: are
- It ___ a big city.
Answer key: is

4b. Short forms

Write the sentence with a short form.

- I am Ana.
Answer key: I'm Ana.
- He is my friend.
Answer key: He's my friend.
- You are late.
Answer key: You're late.
- They are engineers.
Answer key: They're engineers.

4c. a or an?

Complete with a or an.

- I'm ___ teacher.
Answer key: a
- She's ___ engineer.
Answer key: an
- He's ___ waiter.
Answer key: a
- I'm ___ student.
Answer key: a
- It's ___ old city.
Answer key: an

Look at the picture and use the grammar you just studied

Look at the picture. Write 3–4 sentences with the verb be. Who are they? Where are they? How do they feel?

5. Listening · Hello at the door

Ana is new in the office. She talks to Tom at reception. Listen for names, jobs and one number.

Two voices — no narrator introduction.

Before you listen

- What do you say when you are new in a place?
- Which words do you listen for first — the name or the job?

First listen — gist

- Where are they?
Answer key: At the reception of an office.
- Is Ana new?
Answer key: Yes, it's her first day.

Second listen — detail

- What is Ana's job?
Answer key: She's a nurse.
- What is Tom's job?
Answer key: He's a receptionist.
- What floor is the meeting on?
Answer key: The third floor, room 12.

5b. Useful language

Match the phrase with the use.

- Good morning. How can I help you?
a polite question at reception
- I'm new here.
say this on your first day

- Sorry, can you repeat that?
you don't understand
- It's on the third floor.
give the place in a building

6. Speaking · Say hello

Work in pairs. Use full sentences: 'I'm...', 'I'm a...', 'I'm from...'.

- First day at work
A: You are new. Say hello and say your name and job.
B: You work here. Welcome the new person.
- At a party
A: You meet a new person. Say hello and ask two questions.
B: Answer and ask 'And you?'

6b. Talk together

Ask and answer in pairs.

- What's your name?
- Where are you from?
- What's your job?
- How old is your city? (old / new / big / small)

6c. Mini presentation · 30 seconds about me

Stand up and say 4–5 sentences about you. Use the verb be in every sentence.

- Your name
- Your city / country
- Your job or studies
- Your age (optional)
- One extra thing: 'I'm happy today.'

7. Writing · Your name card

Write 40–50 words about you, like the three name cards in the reading. Include: name, age (optional), city and country, and your job. Use the verb be at least five times.

WORKBOOK · HOME PRACTICE

Unit 1A Workbook

Do this after class. Answers are marked for your teacher.

1. Vocabulary gap-fill

Complete each sentence with ONE word from the box.

- Good morning! It's 9 a.m.
- Nice to meet you.
- My name is Ana.
- How old are you? — I'm 28.
- I'm from Portugal.
- What's your job? — I'm a nurse.
- It's late. Goodbye! See you tomorrow.

2. be — am / is / are

Complete with am, is or are.

- I ___ a student.
Answer key: am
- She ___ from Osaka.
Answer key: is
- We ___ in the same class.
Answer key: are
- He ___ an engineer.
Answer key: is
- They ___ my friends.
Answer key: are
- It ___ a big hospital.
Answer key: is
- You ___ very friendly!
Answer key: are

3. Hello, goodbye or question?

Read each line and choose the correct label.

Good afternoon!

See you tomorrow!

What's your name?

Nice to meet you.

How old are you?

Good night.

4. Find and fix the mistake

Each sentence has ONE mistake. Write it correctly.

- I is Ana.
Answer key: I am Ana. / I'm Ana.
- She are a nurse.
Answer key: She is a nurse. / She's a nurse.

- My name Ana.
Answer key: My name is Ana. / My name's Ana.
- I'm a engineer.
Answer key: I'm an engineer.
- We is students.
Answer key: We are students. / We're students.
- He have 30 years old.
Answer key: He is 30 years old. / He's 30.

5. Listening · Three people say hello

Three people introduce themselves at a language school. Listen for the name, the job and one number.

- Speaker 1: name and job?
Answer key: Marco — he's a waiter in a small restaurant.
- Speaker 2: name, country and age?
Answer key: Yuki — she's from Japan and she's 26.
- Speaker 3: name and job?
Answer key: Paula — she's a teacher, and she says she's also a student here.

6. Writing · Your name card

Write 40–50 words about you. Include: your name, your city and country, your job or studies, and your age (optional). Use the verb be at least five times.

7. Reflection

Answer in one or two sentences.

- Which 'hello' is easy for you, and which one is difficult?
Answer key: Model: 'Hi' is easy for me. 'Good evening' is difficult because I forget the time of day.
- Write your 20-second introduction here in full sentences.
Answer key: Model: Hello! My name's André. I'm from Curitiba, in Brazil. I'm 35 and I'm a sales manager. Nice to meet you.