

# GREETINGS & FAREWELLS

## Greetings

Hi

Hello

Good morning

(12:00 a.m. – 11:59 a.m.)

Good afternoon

(12:00 p.m. – 5:59 p.m.)

Good evening

(6:00 p.m. – 11:59 p.m.)

What's up?

How are you?

How are you doing?

## Farewells

Bye

Bye bye

Good bye

Good bye, have a nice day

So long

Good night: (when you are  
leaving or going to sleep)

See you later

See you tomorrow

See you next week,

See you next month, etc.

(1.) Greeting someone you know

1: (**Greetings**) how are you (**name of the person**)?

2: I'm (good); and you (**name of the person**)?

1: I'm good too.

1: (**Greetings**), how have you been doing (**name of the person**)?

2: I'm (**great**); and you (**name of the person**)?

1: I'm (**wonderful**).

You can replace them with; good, great, wonderful, terrific, remarkable, outstanding, bodacious, etc.

(2.) Introducing yourself & asking for someone's name & responding to the introduction:

1: (**Greetings**) my name is \_\_\_\_\_.

1: What's your name?

2: My name is \_\_\_\_\_.

1: Nice to meet you \_\_\_\_\_.

2: Nice to meet you, too \_\_\_\_\_.

(3.) Asking who someone is & response:

1: (**Greetings**), what is your name?

2: I'm \_\_\_\_\_.

1: Nice to meet you \_\_\_\_\_,

my name is \_\_\_\_\_.

2: Nice to meet you \_\_\_\_\_.

(4.) Asking if you had met (before):

1: Haven't we met (**before**)?

2: Yes, I think we have.

2: No, I don't think we have.

2: Yes, we've met.

2: No, we haven't met.

1: (**Greetings**) my name is \_\_\_\_\_.

1: What is your name (**again**)?

2: My name is \_\_\_\_\_.

1: glad to meet you \_\_\_\_\_.

2: pleasure to meet you \_\_\_\_\_.

(5.) If you had been introduced before & response:

- |                              |  |
|------------------------------|--|
| 1: Have you met _____?       | 3: ( <b>Greeting</b> ) my name is _____. |
| 2: Yes, I have.              | 3: What is your name ( <b>again</b> )?   |
| 2: No, I haven't.            | 2: My name is _____.                     |
| 2: Yes, I think I have.      | 2: glad to meet you _____.               |
| 2: No, I don't think I have. | 3: pleasure to meet you _____.           |

(If you know the person then you greet him/her normally.)

(6.) Quick introduction:

- 1: This is \_\_\_\_\_.
- 1: That is \_\_\_\_\_.
- 1: Meet \_\_\_\_\_.

(7.) Informal introduction & response:

- 1: Let me introduce/present you to \_\_\_\_\_.
- 2: **Nice/Glad/Happy/Blessed/Pleased** to meet you.
- 2: My name is \_\_\_\_\_.
- 3: it's a **Nice/Glad/Happy/Blessed/Pleased** to meet you, too.

(8.) Formal introduction & response:

- 1: Let me have the **honor/privilege/pleasure** of presenting/introducing you to \_\_\_\_\_.
- 2: **Privilege/Pleasure/Honor** to meet you \_\_\_\_\_.
- 2: My name is \_\_\_\_\_.
- 3: it's a **Privilege/Pleasure/Honor** to meet you, too \_\_\_\_\_.

## **ALPHABET & SPELLING**

**A(ei) B(bi) C(ci) D(di) E(i) F(ef)**  
**G(yi) H(eich) I(ai) J(yei) K(kei)**

***L(el) M(em) N(en) O(ou) P(pi)  
Q(kiu) R(ar) S(es) T(ti) U(iu)  
V(vi) W(dabliu) X(eks) Y(uai) Z(zi)***

***Ex.: Spell your first name? My first name is spelled J-  
O-H-N.***

***Spell your first name:***

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***Spell your middle name:***

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***Spell your last name:***

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***Spell your 2<sup>nd</sup> last name:***

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***Spell your father's name:***

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***Spell your mother's name:***

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***Spell your mother's maiden name:***

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***Spell your sibling's names:***

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***Spell your birth month:***

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***Spell your best friend's name:***

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***Spell your children's names:***

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**NUMBERS: ZERO TO A ZILLION.**

0: ZERO

1: ONE

2: TWO

3: THREE

4: FOUR

5: FIVE

6: SIX

7: SEVEN

8: EIGHT

9: NINE

10: TEN

11: ELEVEN

12: TWELVE

13: THIRTEEN

14: FOURTEEN

15: FIFTEEN

16: SIXTEEN

17: SEVENTEEN

*18: EIGHTEEN*

*19: NINETEEN*

20: TWENTY

30: *THIRTY*

40: *FORTY*

50: *FIFTY*

60: *SIXTY*

70: SEVENTY

80: *EIGHTY*

90: *NINETY*

*100: ONE HUNDRED*

*1,000: ONE THOUSAND*

*1,000,000: ONE MILLION*

*1,000,000,000: ONE BILLION*

*1,000,000,000,000: ONE TRILLION*

1,000,000,000,000,000: ONE ZILLION

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