

6.5 COMMUNICATION FILE

Welcoming a visitor

Play this game with a partner. Take turns to ask and answer the questions.

Start

- 1 You meet a visitor to your company. Introduce yourself.
- 2 Ask the visitor about their journey.
- 3 Ask the visitor something about their visit to the company.
- 4 Ask how long they are here for.
- 5 Introduce the visitor to your colleague, Helen Fielding.
- 6 Ask the visitor about their home town.
- 7 Tell the visitor three things about your home town.
- 8 Ask the visitor about their job.
- 9 Ask about travel for work.
- 10 Ask about their hotel.
- 11 Ask the visitor about their holidays.
- 12 Ask about their hobbies.
- 13 Ask about the languages they speak.
- 14 Say goodbye to the visitor.

Finish