

Part 1: Short Conversations

1. Downtown activity

- Man: Have you been downtown lately? Some of the roads are blocked. It took a long time to get home today.
- Woman: No I haven't. I wonder what's going on there.
- Man: I don't know, but there were some trucks and a lot of people there. They were putting up some colorful signs, too, but I couldn't see what they said.
- Woman: I wonder if it's that cultural dance festival. I think it happens this time of year.
- Man: Yeah, that must be it. I went last year and it was a lot of fun. You know, come to think of it, I'm pretty sure it was around this time last year.

2. Mailing a package

- Customer: Hi, I need to ship this package, please. How much will it cost to send it overnight?
- Clerk: To send it overnight will cost \$50. If you can wait an extra day, you can ship it in two-day rush shipping for \$20.
- Customer: Wow, either way that's a lot of money.
- Clerk: There is an option to send it for only \$8, but it takes 5-7 days to arrive.
- Customer: I can't wait a whole week, but I guess it doesn't really have to be there tomorrow. Let's compromise and do the rush shipping. Here's \$20.
- F: Thank you. Now just fill out this form, and we'll have your package on its way.

3. At the office

- Woman: So, I was out of the office last week, but I heard that Kathy Jackson is leaving soon!
- Man: Yeah, I was at the meeting when they told us—huge news! Everyone thought she was going to stay for at least another year. She's been such a great CEO.
- Woman: Yeah, that's what I thought too. Any news on a replacement?

Man: Not yet, but they said they were forming a search committee to advertise the position.

Woman: I wonder who they'll find! Well, I'm sorry to see her go. I hope they can find someone else as excellent as she's been.

Man: I agree. Our sales have been great under her leadership. It'll be a hard act to follow.

4. Morning run

Woman: Hey, Samuel. What's wrong – we haven't even warmed up yet and you already look winded.

Man: Hey, give me a break, Susan – I actually got here early.

Woman: Early? It's 10:15, and you were supposed to be here at 10 o'clock sharp.

Man: Yes, I misunderstood the time and came over here at 8. Then I realized my mistake, and so I jogged home to take a quick nap. I reset my alarm for 9:30, but when it went off it wasn't loud enough to wake me up this time. The next thing I knew it was almost 10, and so I had to sprint over here.

5. Favorite things

Man: So Mom, we played an interesting game at school today. We had to say what our favorite possession is and then explain why.

Woman: What was yours? Your guitar?

Man: No. A year ago, yeah, that probably would have been it, but not anymore. At first I said it was my baseball card collection, but the teacher said it had to be just one thing. So I changed it to the bronze trophy that grandpa gave me. It reminds me how much I miss him.

6. Looking for a book

Woman: Excuse me, I'm trying to find a copy of a book called "The Blue Bridge." Can you help me?

Man: Sure thing. The first thing to do is to check the library catalog online. Here, I'll help you on this computer.

Woman: Actually, I looked there already, and it told me to check shelf A32, which I did, but it wasn't there.

Man: Oh, here's the problem. That's the right shelf, but look here, in the "Due" column. This date is two weeks from now. So with a little luck we'll have it by then.

Woman: Oh, I didn't even see that. Thank you.

7. Feeding the cat

Woman: Do you know if anybody fed the cat today?

Man: I didn't. Does he seem hungry?

Woman: He's just following me around more than usual. He looks hungry.

Man: OK. Sounds good.

8. Giving directions

Woman: Uh, excuse me. Do you know how to get to the Michigan Historical Library from here?

Man: Hmm... no, not really. I think it's somewhere around here, but honestly, I've never been there before.

Woman: Oh sorry. I was just trying to find it on my phone, and it keeps telling me to go north on Logan Street, somewhere right around here, but I can't find a single street sign with that name.

Man: Oh, that's easy. The street we're on is Logan. I mean, a long time ago it was. It got renamed to King Boulevard when I was a kid. I have no idea why your phone map still has that on there, though. That's kinda strange.

9. On medical leave

Man: It sure is a lot quieter around the office without Carolyn here. It's been almost a month since she had surgery left. I wonder how she's doing these days.

Woman: Funny you should ask. I just saw her at the pharmacy yesterday—So she's back on her feet, and she said she misses working.

Man: Oh really? So you had a chance to talk to her?

Woman: Yeah. She said she's mostly been stuck at home, but she's been able to stay reasonably busy, and she hopes to get back to the office next week.

Man: That's good to hear. It sure hasn't been the same without her.

Part 2: Longer Conversations

10-12. A new job at a store

- Woman: Jacob, can you close your register a few minutes early? I want to train you on inventory and sales systems.
- Man: I'm actually just coming back from my break, so I'm available now. I think Paula mentioned that I would learn how to take inventory next week.
- Woman: Paula's gonna be out next week so I offered to train you on both systems this week. We might be able to review the closing checklist as well, but I doubt we'll have time. (pause) OK, so anyway here are the papers that you should look at today and take home with you tonight. The inventory process is pretty extensive, so there's actually a whole packet of instructions. The sales process is short—this sheet just gives you instructions about how to make price deductions on a single product or a whole shipment.
- Man: Wow, this inventory packet is no joke. Do I need to memorize all of this?
- Woman: Haha, no! Don't worry about it. I've been here for eight years and I couldn't tell you every single detail. We keep the packet on hand for reference because we only take inventory once every six months.
- Man: Whew, okay, well, that's a relief!
- Woman: Yeah, OK, so for inventory, we close the store entirely and literally count everything in the store. We have to do this so that we can verify the accuracy of our records. And it means we have to stay late, after the store closes.
- Man: That sounds like a lot of work. I bet it takes a long time.
- Woman: It can, but the more staff willing to participate, the faster it goes. We don't get paid more than our typical hourly wage and your friends aren't always working inventory with you, but the managers are authorized to use their company credit card to buy us dinner, so that's a perk.

13-16. Dinner and a show

- Woman: I'm really looking forward to next weekend. I still cannot believe you got those theater tickets in a contest. I tried, but that show has been sold out for months.
- Man: I know, right? When I heard them announce the contest on the radio last week, I called in, but I never thought I'd win. But I got through, answered the trivia question, and next thing I knew I had two tickets to a **really** expensive show I never thought I'd get to see. I'm so glad you can come on short notice.

Woman: Well, I had plans to take a friend to the movies as a birthday gift for her, but I postponed it. This is too exciting of an opportunity. She totally agreed, so it was fine. (pause) Also, I was thinking, we should decide on a place to eat ahead of time, in case we need reservations.

Man: That's a good idea. There's a nice new Italian restaurant just over on 5th Street that's supposed to be good. I've been wanting to check it out. We would definitely need reservations there. Of course we could save money and just stop for cheeseburgers at our usual place.

Woman: The theater is downtown, so I was thinking we could splurge and see if we can get into one of the nicer restaurants. I haven't had good seafood in quite a while, and there's a nice place, kinda fancy, just down the street from the theater, so we'd only have to park once.

Man: That sounds good to me. I'll call when I get home tonight. (pause) Oh wait, look at this email about the tickets. The last part here says it includes quote "a light dinner served in the dining hall 90 minutes before curtains open." (pause) This keeps getting better and better.

Woman: I guess our plans are settled then! I can't wait.

17-20 Joining a group

Man: I wish our school had a volleyball team. It would be a lot of fun to be a part of something like that.

Woman: What? A few weeks ago I told you that you'd be great on the basketball team, but you wouldn't even try out. Why the change of heart?

Man: Mm I don't really like basketball. You're always running around, and getting sweaty, and everyone's yelling...

Woman: Yeah, but every team sport is like that. That's part of the draw, being active, running around, getting good exercise. You can't be lazy. Plus, I guarantee your coach is going to have you run to warm up before every single practice and game.

Man: Well, this sounds less attractive. I guess I like the idea of being on a team, but I'm not as excited about having to run around all the time.

Woman: Have you ever considered the debate team? It's a group of students who get together and practice giving persuasive speeches. Then at competitions, instead of running around, they give a talk. The judge awards points based on how good of a job they do. You might like it, because there's that sense of being on a team, as you're all working hard together and supporting each other. But, it's generally

calm, and there's no running around. My friend Ellie is on the debate team- you know, Ellie Martin? You should ask her about it.

Man: Hmm, that's an interesting idea. I hadn't really considered it before. I've never been to a debate, so I don't know enough about it. I'll talk to her about it after school and see what's involved. Thanks for the idea.

Woman: No problem. That's what friends are for.

Part 3: Extended Discourse

21-31 School play

Greetings, fellow thespians and stagehands! Welcome to theater class. Just to make sure we're all clear, a thespian is an actor or actress, and a stagehand does all the behind-the-scenes jobs, including, but not limited to, painting the scenery, helping run lights and sound, running wires, and all sorts of jobs that everyone appreciates but might not even realize have to be done. So thespians, appreciate your stagehands!

For those of you who don't know *me* yet, I'm Jackie. Officially, I'm your teacher. Also, I'm the director of the show. However, we will all have a creative hand in the play we perform at the end of the semester. We'll all be fully responsible for our work as a whole. Therefore, we are all equals here. Don't call me Mrs. Sullivan, just as I won't call you Mr. Jones or Ms. Turner. We can treat each other with respect and be on equal footing.

Can I see by a show of hands who hopes to act? (pause) and who hopes to be a stagehand? (pause) Okay good, that's a nice even split. Now, who has been in theater before? (pause) Not many, a few of you. Okay. The play we are going to work on this fall is called "On with the Show!" It's about a group of actors putting on a famous show on Broadway, but everything goes very, very wrong. It'll be a good fit for us, because there are a lot of roles, and the lines are split pretty evenly, so it shouldn't be too overwhelming for the first-timers to learn their parts. There's a lot of physical humor, like falling when someone tries to sit down, but a chair isn't where it's supposed to be, or two people literally running into each other. This means that we'll have to be on our toes with timing. It'll be a good show.

Now, I just learned that a community theater group is going to perform this show too, next month. I would love to take a field trip to see their performance together. I haven't cleared it with the principal yet, so I'm not sure, but I will let you know. If it doesn't work out, you might try to get tickets to go see it with your family, just to get a feel for the production.

Okay, in just a minute, I want everybody to come up to the front and take one of the paper packets here. There's a semester schedule of what we'll be working on each week, my contact info, the usual stuff, and then there are some sample lines from a scene that I want you all to pair up with a buddy and start practicing for the next fifteen minutes or so. Next class, everyone who is interested will have a chance to audition. You'll perform a role from the practice scene, so I can see how you do performing, and you can see how it feels being on our stage. The day after

that, I'll announce which role each person will have. While some of you are practicing, my assistant, Colleen, will take the rest of you backstage to talk more about the role of a stagehand, and help you select from the various jobs that'll be available.

Any questions? No? Okay, then, come up to the stage and grab one of these .

32-40. Renting a cabin

Man: Hi! I was wondering if you could give me some information about renting one of the mountain cabins I saw advertised.

Woman: Well, I'm sorry but we don't have any vacancies now. If you want to rent a cabin, you need to reserve one at least a month in advance.

Man: Actually, I don't want to rent a cabin now. I'm only asking for some information.

Woman: Oh, I'm sorry. I'll be glad to help you. What would you like to know?

Man: Well, first of all, could you tell me what the cabins are like? How big they are, you know....

Woman: Sure. They vary according to what kind of experience you're looking for. Some people like the idea of a cabin in the mountains, but they also like having all the modern conveniences. You know, a TV, internet connection, full kitchen, that kind of thing. Those are the Convenience Plus cabins. Other people want a place where they can just get away from everyday life and rely on the basic necessities. Those are the Rugged Living cabins. We offer more of those.

Man: Do you have any pictures that I could look at?

Woman: Yeah, just a minute. Let me get you a brochure. (pause) Here you are. You can see that they are not all designed the same. However, they are all well-spaced so you don't have any neighbors too close to you and, in most cases, you can't even see your neighbors. Some cabins are located far back in the woods and others are down by the lake. All of them are heated with woodstoves, and we always supply more than enough wood for you to use. You will also be given basic cooking utensils as well as plates and glasses. Of course, if you want a more complete kitchen, you will find this in our Convenience Plus cabins.

Man: That sounds good. Is there anything special I'll need to bring?

Woman: Yes. You have to remember that all of the cabins are quite isolated. We don't have any laundry facilities, so you'll probably want to plan on doing some articles by hand if you're going to be there more than a few days. You'll also have to bring all of your own sheets, pillows, and blankets.

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- Man: And I suppose there's no place nearby to get food and other supplies.
- Woman: Well, it's better if you bring what you need. There is a small town about 20 miles away with a small grocery where you can get some things, but it's a bit of a hike if you've just grilled your burgers and realized that you're out of ketchup, if you know what I mean. (pause) If you like, I can give you a list of things you should take with you.
- Man: Great! That would be very helpful. I've never tried a vacation like this before but some of my friends rented a cabin last year and said they really enjoyed the time they spent here.
- Woman: Well, there's not much in the way of exciting entertainment, but, if you like the outdoors, you should have a good time.
- Man: I think I'd prefer one of the lake cabins. Are you allowed to fish here?
- Woman: Yes, but you'll need a license. You can pick one up at the sports shop in the nearby town. You can purchase a license for a day, a week, or a month. Also, there are boats at the lake that you can rent if you want. They don't have motors so you'll have to row them yourself.
- Man: That's okay. I'd like the exercise. Besides, I like the idea of not hearing the sound of boat motors when I'm out fishing. It would ruin the atmosphere.
- Woman: Perfect. That's exactly why our boats don't have motors.
- Man: Okay, so let me arrange my schedule and I'll get back to you about reservations.
- Woman: Great, but don't wait too long. Sometimes these cabins are booked months in advance.