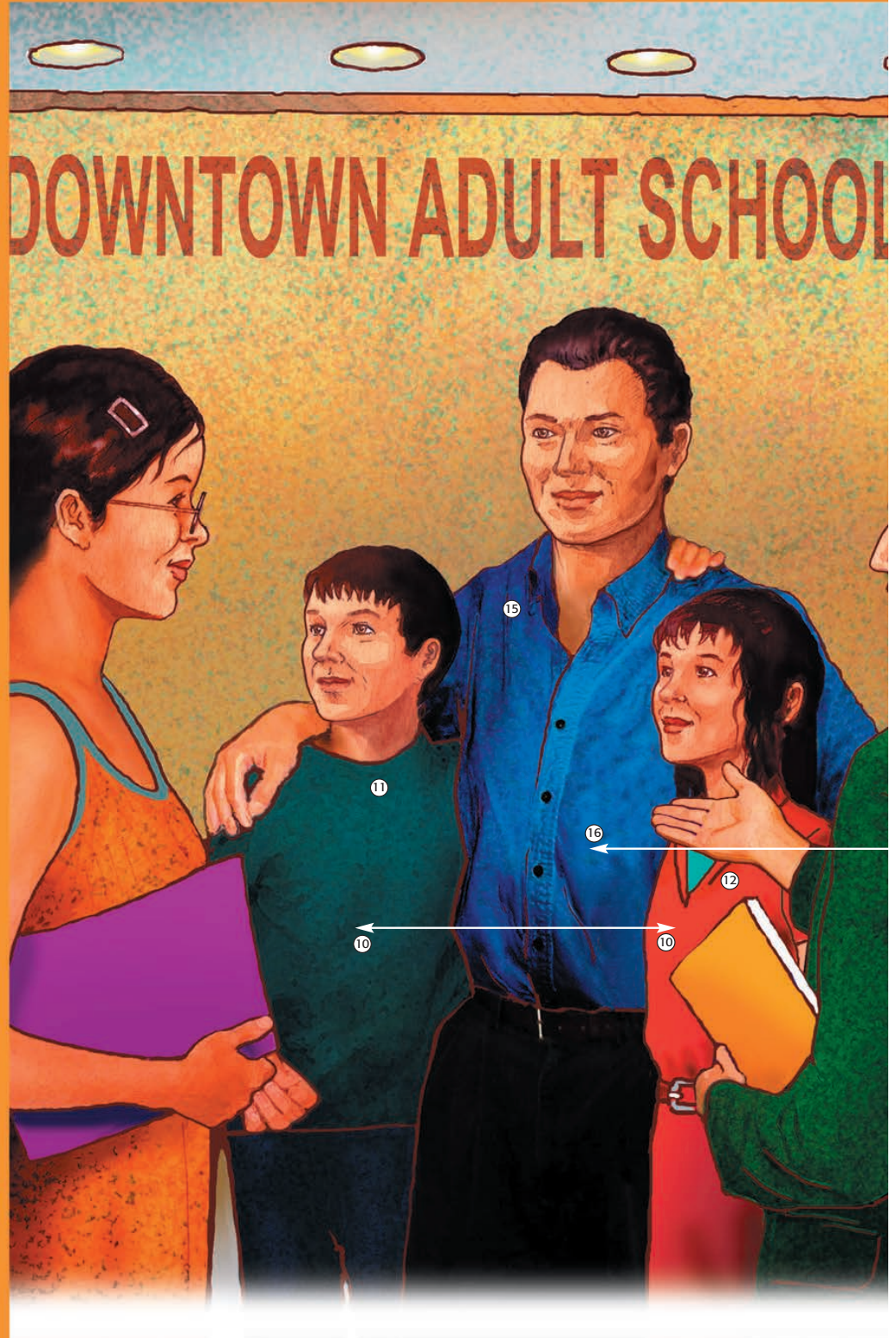




# Personal Information

## GOALS

- ✓ Spell your name
- ✓ Greet people
- ✓ Introduce yourself and others
- ✓ Identify family members
- ✓ Say your address and phone number
- ✓ Fill out an application form
- ✓ Address an envelope
- ✓ Use the alphabet and numbers
- ✓ Put names in alphabetical order
- ✓ Make statements with *be*
- ✓ Use possessive adjectives



# ENGLISH CLASS REGISTRATION



## Listen

Listen and point to the words you hear. Then point to each item in the picture. Listen again and repeat each word.

1. form
2. first name
3. last name
4. street
5. city
6. state
7. zip code
8. area code
9. phone number
10. children
11. son
12. daughter
13. mother
14. wife
15. father
16. husband



# Names and Greetings

## Lesson

# 1

- 1 Pair Practice** Fill in the blanks with your own names. Then practice the conversation with your partner.



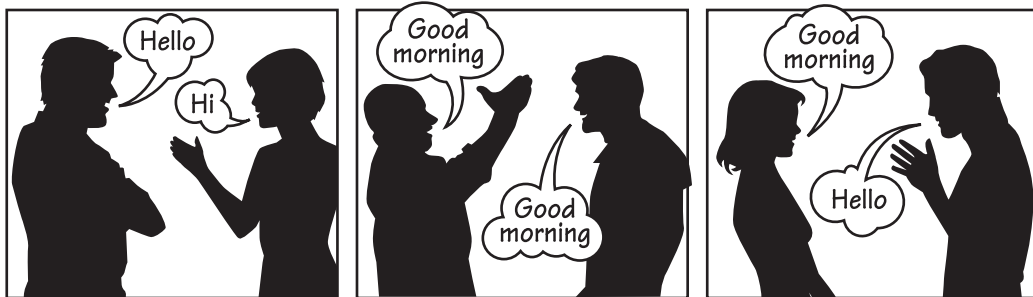
**A:** Good morning. My name is \_\_\_\_\_.

**B:** Hello. I am \_\_\_\_\_.

**A:** Nice to meet you.

**B:** Nice to meet you, too.

- 2 Group Practice** Introduce yourself to three different students.



- 3 Group Practice** Sit in a group of four students. Ask the other students in your group their names and where they are from.

**Example:** *Student 1:* What's your name?  
*Student 2:* My name is \_\_\_\_\_.  
*Student 1:* Where are you from?  
*Student 2:* I am from \_\_\_\_\_.

### GRAMMAR CHECK

#### Statements with *be*

<i>Subject</i>	<i>be</i>	
I	<b>am</b>	from Mexico.
He/She/It	<b>is</b>	from Haiti.
You/We/They	<b>are</b>	from Japan.

**4 Say It** Practice the conversations with a partner.



**A:** What is his name?

**B:** His name is Alex Marenko.

**A:** Where is he from?

**B:** He is from Russia.

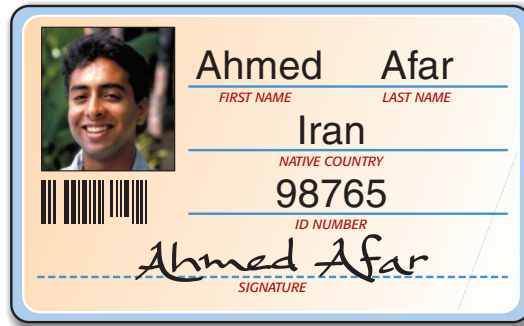
**A:** What is her name?

**B:** Her name is Lin Tran.

**A:** Where is she from?

**B:** She is from Vietnam.

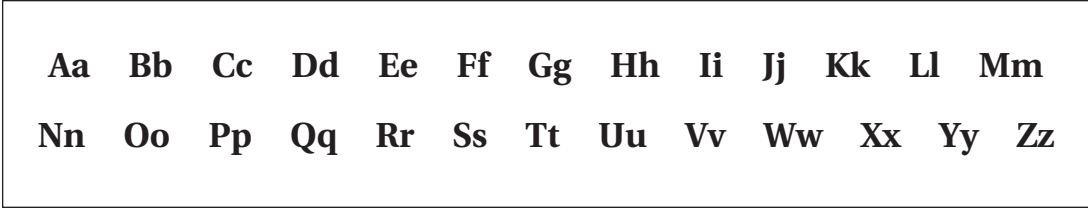
Practice the conversation again. This time use the ID cards below.



**5 Write** Fill in the blanks.

1. Lin Tran \_\_\_\_\_ from \_\_\_\_\_.
2. Alex Marenko \_\_\_\_\_ from \_\_\_\_\_.
3. Ahmed Afar \_\_\_\_\_ from \_\_\_\_\_.
4. Marie Joseph \_\_\_\_\_ from \_\_\_\_\_.
5. I \_\_\_\_\_ from \_\_\_\_\_.

- 6 Listen** Listen to the letters of the alphabet. Point to each letter as you hear it. Listen again and repeat each letter.



- 7 Group Practice** Work in a large group. Sit in a circle. Each student says one letter of the alphabet. The next person in the circle says the next letter. Continue until your group says every letter of the alphabet.

- 8 Say It** Practice the conversation with a partner.



**A:** Good morning. What's your name?

**B:** My name is Alex Marenko.

**A:** Please spell your last name.

**B:** M-A-R-E-N-K-O.

Fill in the ID card below with your own information. Then practice the conversation again with the information from your ID card.

Blank ID card template with fields for: FIRST NAME, LAST NAME, NATIVE COUNTRY, ID NUMBER, and SIGNATURE.

**9 Listen** Listen for the correct letters. Complete the names.

1. An\_el\_ Dom\_ng\_                      2. \_le\_ Ma\_e\_\_o                      3. \_o\_a Lo\_ez

**Note:** Alphabetical order means *in the order of the alphabet*.

- Example:** 1. Angela  
2. Bill  
3. Carlos

**10 Write** Write the names in alphabetical order.

Lin                      Alex \_\_\_\_\_  
Cindy                      \_\_\_\_\_  
Marie                      \_\_\_\_\_  
Alex                      \_\_\_\_\_

**11 Teamwork Task** Work in teams of five. Make a list of the first names of the students on your team. Then put the names in alphabetical order.

FIRST NAMES	FIRST NAMES IN ALPHABETICAL ORDER
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____

### Homework

Make a list of the people you live or work with. Write their first names in alphabetical order.

### Game Time

Write a different letter of the alphabet in each of the boxes below. When your teacher says one of your letters, cross out that letter. When all your letters are crossed out, say "BINGO!"

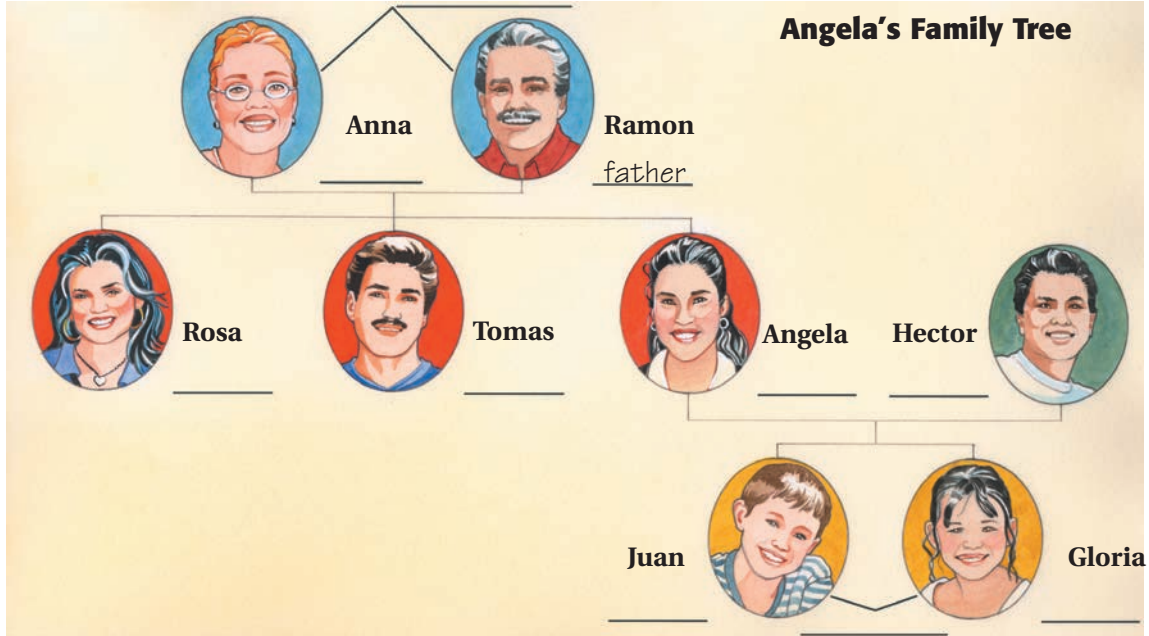
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# Introducing My Family

## Lesson

# 2



**1 Listen** Listen and write one of these words under each person in the picture: *son, daughter, father, mother, sister, brother, husband, wife, parents, children.*

**Note:** Use 's after a name or noun to show possession.  
Hector's brother = His brother My sister's family = Her family

**2 Pair Practice** Practice the questions and answers with a partner.

1. Who is Ramon? He is Angela's father.
2. Who is Hector? \_\_\_\_\_ is Angela's \_\_\_\_\_.
3. Who is Gloria? \_\_\_\_\_ is Angela's \_\_\_\_\_.
4. Who are Juan and Gloria? \_\_\_\_\_ are Angela's \_\_\_\_\_.
5. Who are Ramon and Anna? \_\_\_\_\_ are Angela's \_\_\_\_\_.
6. Who is Angela's son? \_\_\_\_\_ is Angela's son.
7. Who is Angela's sister? \_\_\_\_\_ is Angela's sister.
8. Who is Angela's brother? \_\_\_\_\_ is Angela's brother.

**3 Say It** Practice the conversation with two classmates.



**A:** This is my husband, Hector.

**B:** Hello, Hector. Nice to meet you.

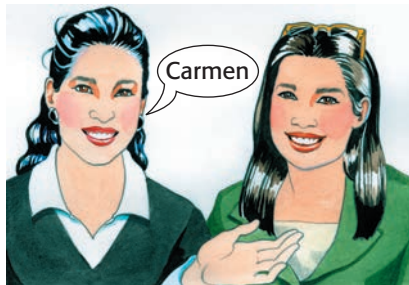
**C:** Nice to meet you, too.

**husband**

Practice the conversation again with your classmates. This time use the pictures below.



**1. daughter**



**2. friend**



**3. brother**

### Culture Tip

#### Introductions

For informal introductions, use only the first name.

**Example:** *This is my friend, Dimitri.*

For more formal introductions, or business introductions, use first and last names or titles.

**Example:** *This is my teacher, Eric Ryan.*

**4 Group Practice** Work in groups of four or five. Introduce one of your classmates to another classmate.

**Example:** *Student 1:* This is my classmate. His/Her name is \_\_\_\_\_.

*Student 2:* Hello \_\_\_\_\_. Nice to meet you.

**5 Pair Practice** Show photographs of your family members or friends to your partner. Tell your partner about the people in the pictures.

**Example:** She is my sister. Her name is Lola.



**Word Help:** Marital status



**single**



**married**



**divorced**

*Culture Tip*

**Wedding Rings**

In the U.S. married people usually wear a wedding ring on the fourth finger of their left hand. Where do people wear wedding rings in your country?

**6 Say It** Practice the conversations with a partner.



**Angela**



**Lin**

**A:** Is Angela married?

**B:** Yes, she is.

**A:** Is Lin married?

**B:** No, she's single.

Practice the conversations again. This time use the pictures below.



**Hector**



**Marie**



**Cindy**

## GRAMMAR CHECK

### be: Contractions

Full Form	Contraction	Example Sentences
I am	I'm	I'm a student.
you are	you're	You're from Brazil.
he is	he's	He's my husband.
she is	she's	She's my mother.
it is	it's	It's my phone number.
we are	we're	We're brothers.
they are	they're	They're my parents.

#### Check Point:

- ✓ Use contractions for questions, too:  
What is = **What's** What's your name?  
Who is = **Who's** Who's he?

**7 Listen** Listen and circle the words or contractions you hear.

- (She is / **She's**) my mother.
- (What is / What's) your name?
- (You are / You're) my friend.
- (They are / They're) from Japan.
- (It is / It's) a pencil.
- (We are / We're) students.
- (I am / I'm) Chiara.
- (He is / He's) my son.

**8 Write** Write each sentence using contractions.

- She is my friend. She's my friend .
- He is my brother. \_\_\_\_\_ .
- They are my parents. \_\_\_\_\_ .
- We are a family. \_\_\_\_\_ .
- You are a student. \_\_\_\_\_ .
- I am a mother. \_\_\_\_\_ .

**9 Teamwork Task** Work in teams of 3 or 4. Choose one student volunteer. On a piece of paper, draw a family tree for the student volunteer. Ask the volunteer questions to fill in the family tree. Ask about wife/husband, parents, children, brothers, and sisters. Write their names in the family tree. Then write sentences about the people in the volunteer's family.

**Example:** Linda is Albert's wife.

### Game Time

Your teacher will write the name of someone in his/her family on the board. Ask questions to find out who the person is.

**Example:** Is she your wife?  
Is she your mother?



# What's Your Number?

Lesson

3

**1 Listen** Listen and repeat the numbers.

0	1	2	3	4	5	6	7	8	9	10
zero	one	two	three	four	five	six	seven	eight	nine	ten
11	12	13	14	15	16	17	18	19		
eleven	twelve	thirteen	fourteen	fifteen	sixteen	seventeen	eighteen	nineteen		
20	30	40	50	60	70	80	90	100		
twenty	thirty	forty	fifty	sixty	seventy	eighty	ninety	one hundred		

**2 Pair Practice** Point to numbers in the box. Your partner will say the numbers. Check your partner's pronunciation. Then your partner points and you say the numbers.

**3 Say It** Practice the conversation with a partner.

**A:** I need information for your job application form.

**B:** OK.

**A:** What is your address?

**B:** It's 235 Apple Street.

**A:** And your city and state?

**B:** Santa Monica, California.

**A:** And what's your zip code?

**B:** It's 90405.

JOB APPLICATION	
PERSONAL INFORMATION	
PLEASE PRINT	
Name	Alberto Gonzalez
Street Address	235 Apple Street
City	Santa Monica
State	California
Zip Code	90405

Practice the conversation again. This time use the applications below.

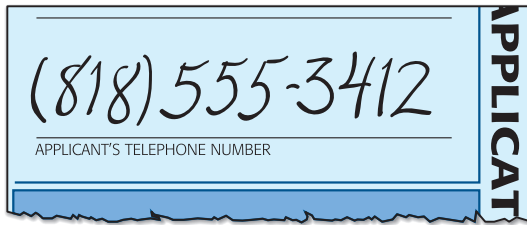
JOB APPLICATION	
PERSONAL INFORMATION	
PLEASE PRINT	
Name	Nina Smith
Street Address	229 Patriot Ave.
City	Boston
State	Massachusetts
Zip Code	02129

JOB APPLICATION	
PERSONAL INFORMATION	
PLEASE PRINT	
Name	Brian Clark
Street Address	45 Winter Place
City	Chicago
State	Illinois
Zip Code	60614

**4 Listen** Listen to the addresses. Write the missing numbers.

1. \_\_\_ Clark Street
2. \_\_\_ Brown Street
3. \_\_\_ East End Avenue
4. Apartment \_\_\_
5. \_\_\_ River Street
6. \_\_\_ Avenue A

**5 Say It** Practice the conversation with a partner.



**A:** What's your telephone number?

**B:** It's 555-3412.

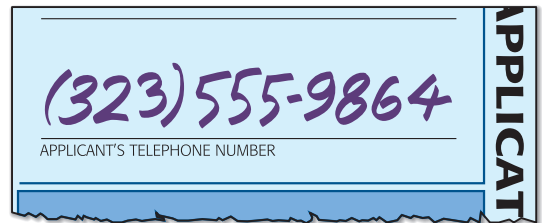
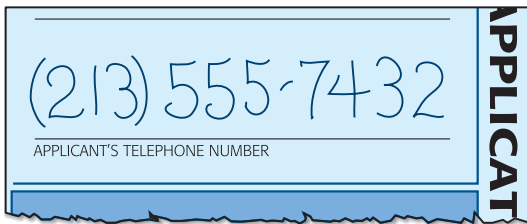
**A:** I'm sorry. Could you repeat that?

**B:** Yes. 555-3412.

**A:** And your area code?

**B:** (818).

Practice the conversation again. This time use the applications below.



**6 Group Practice** Work in groups of three. Ask the other students in your group their phone numbers. (You can give your real telephone number or make up a telephone number.) Write each person's name and telephone number below.



Name \_\_\_\_\_

Phone number \_\_\_\_\_



Name \_\_\_\_\_

Phone number \_\_\_\_\_



Name \_\_\_\_\_

Phone number \_\_\_\_\_

<b>Possessive Adjectives</b>		
<i>Pronoun</i>	<i>Possessive Adjective</i>	<i>Example Sentences</i>
I	<b>my</b>	<b>My</b> name is Eric.
you	<b>your</b>	<b>Your</b> area code is (212).
he	<b>his</b>	<b>His</b> teacher is American.
she	<b>her</b>	<b>Her</b> brother is a student.
it	<b>its</b>	<b>Its</b> tail is black.
we	<b>our</b>	<b>Our</b> native country is Brazil.
they	<b>their</b>	<b>Their</b> house is in San Francisco.

**7 Write** Write the correct possessive adjectives.

- You are Laura. \_\_\_\_\_ name is Laura.
- She is from Mexico. \_\_\_\_\_ native country is Mexico.
- We live in Seattle. \_\_\_\_\_ city is Seattle.
- They live in Apartment 12. \_\_\_\_\_ apartment number is 12.
- I live in Texas. \_\_\_\_\_ state is Texas.

**8 Say It** Practice the conversation with a partner.

- A: What's his address?  
 B: His address is 454 Capital Street.  
 A: And what's his city and state?  
 B: Tallahassee, Florida.  
 A: What's his telephone number?  
 B: His telephone number is (850) 555-9328.

**JOB APPLICATION**

Name: Roberto Ramirez  
 Street Address: 454 Capital Street  
 City: Tallahassee  
 State: Florida  
 Zip Code: 32308

Fill in the application with your own information. Then practice the conversation again. This time use the information from your job application.

**JOB APPLICATION**

Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Culture Tip

### Titles

In formal situations, use one of these titles before a person's name:

**Mr.** = A man (*Mr.* is pronounced *mister*.)

**Ms.** = A woman (*Ms.* is pronounced *miz*.)

**Miss** = A single woman (*Miss* is pronounced *miss*.)

**Mrs.** = A married woman (*Mrs.* is pronounced *missuz*)

## THE BIG DEAL DEPT. STORE

### EMPLOYEE DIRECTORY


NAME	ADDRESS	PHONE NUMBER
Miss Maria Calvo	124 Center Street, Pasadena, CA	(626) 555-7746
Mr. Richard Klein	75 Third Avenue, Apt. 1A, Los Angeles, CA	(213) 555-3277
Mr. James Miller	36 North Street, Apt. 3B, Venice, CA	(310) 555-0457
Mrs. Mary Lynn Pitt	100 Park Avenue, Canoga Park, CA	(818) 555-1369
Ms. Reiko Yoda	54 Front Street, Manhattan Beach, CA	(323) 555-4476

**9 Write** Use the employee directory to answer the questions.


1. What is Mr. Miller's area code? His area code is (310) .
2. What is Miss Calvo's address? \_\_\_\_\_ .
3. What is Mr. Klein's telephone number? \_\_\_\_\_ .
4. What is Mrs. Pitt's city? \_\_\_\_\_ .
5. What is Ms. Yoda's area code? \_\_\_\_\_ .
6. What is Mr. Miller's address? \_\_\_\_\_ .

**10 Pair Practice** Work with a partner. Ask and answer the questions in Exercise 9. Then ask and answer more questions about the employee directory.

**11 Listen** Listen and write the missing letters and numbers on the envelope.

G. Simmons 235 Fox Ave. Springfield, N.Y. 13553	<b>Mailing address</b>	
<b>Return address</b>	Mr. Bill L_w_s	<b>Name</b>
	___ Br_a_ Avenue	<b>Street</b>
	A__ti_, Te__s 7_7__	<b>City, State, Zip</b>

**12 Pair Practice** Work with a partner. Ask your partner his/her name, street, city, state, and zip code. Fill in the mailing address with the information your partner gives you. Then put your return address at the top. You can use your real address, or you can make up an address. Then exchange books with a partner to check your partner's work.

_____ _____ _____ _____	
_____	
_____	
_____	

**Game Time**

Write a number from one to twenty in each box below. When your teacher says one of the numbers, cross the number out. When all of your numbers are crossed out, say "BINGO!"

--	--	--	--



# Review



## 1 Listen and Read Listen to the story. Then read the story.

### My Family

My name is Angela Domingo. I'm married. My husband's name is Hector. We're from Mexico, but Los Angeles, California, is our home now.

Our son, Juan, is eight years old. Gloria is our daughter. She's six. Our address is 215 West Second Street. Our telephone number is (818) 555-3412.

My sister is in Los Angeles, too. Her name is Rosa Lopez. She's single. My brother is here, too. His name is Tomas. He's divorced. My family is happy in Los Angeles.

## 2 Read Read the sentences. Circle *True* or *False*.

- |                                   |      |       |
|-----------------------------------|------|-------|
| 1. Hector is Angela's husband.    | True | False |
| 2. Gloria is 8 years old.         | True | False |
| 3. Angela's area code is (518).   | True | False |
| 4. Rosa Lopez is Angela's mother. | True | False |
| 5. Rosa is married.               | True | False |
| 6. Angela's brother is divorced.  | True | False |

## 3 Write Write about *your* family. Follow Angela's example.

My name is \_\_\_\_\_ . I am \_\_\_\_\_ .  
I am from \_\_\_\_\_ but \_\_\_\_\_ my home now.



**4 Best Answer** Bubble the correct answer.

**a**      **b**

1. Where are you from?  
a) Fine, thank you.      b) Mexico.
2. Are you married?  
a) Yes, I are married.      b) Yes, I am married.
3. Please spell your name.  
a) L-I-N.      b) Thank you.
4. Who is he?  
a) He's my brother.      b) He is my daughter.
5. What's your area code?  
a) 555-3454.      b) It's (310).

**5 Write** Write the words for the numbered items in the picture.

**APPLICATION FORM**  
**FOR NEW AND RETURNING STUDENTS**

Mr.    Mrs.    Ms.    Miss.

First Name: ① Jennifer      Last Name: ② Smith

Street Address: ③ 678 Miller Street

City: ④ Brooklyn

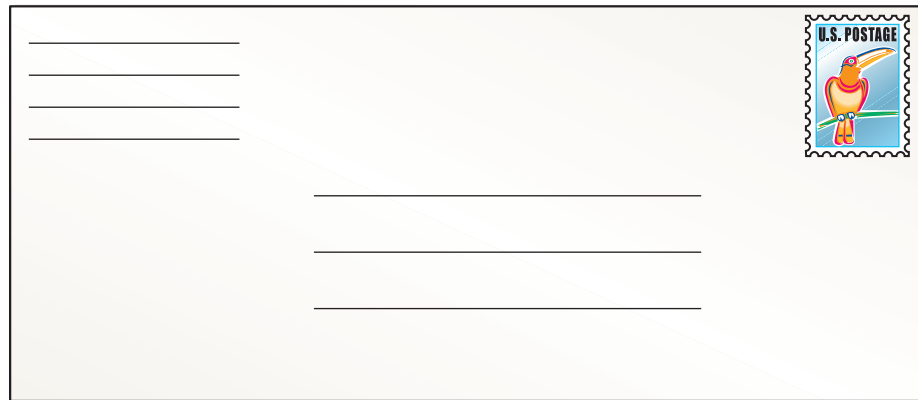
State: ⑤ New York      Zip Code: ⑥ 11235

Phone Number: ( ⑦ 718 ) ⑧ 555-3452

1. first name
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

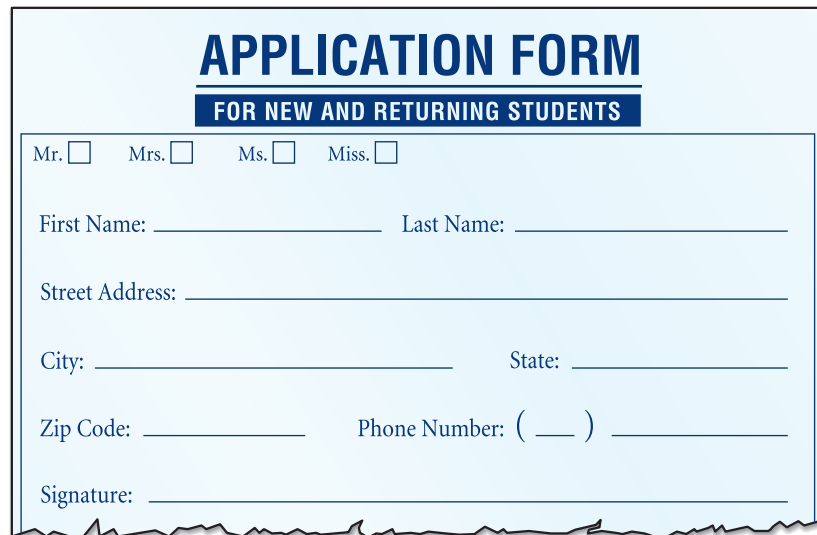
- 6 Pair Practice** Read the information. Work with a partner to address the envelope from Lin Tran to her friend.

Hello. My name is Lin Tran. I live at 229 Park Avenue. I live in Los Angeles, California. My zip code is 91303. I am writing to my friend. His first name is Michael. His last name is Lawson. He lives in Miami, Florida. His address is 141 Grove Street. His zip code is 33176.



The envelope template features a postage stamp in the top right corner with the text "U.S. POSTAGE" and an illustration of a toucan. On the left side, there are four horizontal lines for the return address. On the right side, there are three horizontal lines for the recipient's address.

- 7 Write** Write your personal information in the student registration form.



**APPLICATION FORM**  
**FOR NEW AND RETURNING STUDENTS**

Mr.  Mrs.  Ms.  Miss.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone Number: ( \_\_\_\_ ) \_\_\_\_\_

Signature: \_\_\_\_\_



**INTERNET IDEA**

Search the Internet for information about your name. Use one or more of these search words: *name, meaning, origin*. What does your name mean? What country/culture is it from? Tell your class about your name.

**Pronunciation** Short *i* and long *e*

**A.** Listen to the word pairs. The first word has the short *i* sound (/i/ as in *it*). The second word has the long *e* sound (/e/ as in *eat*).

- |         |      |         |       |
|---------|------|---------|-------|
| 1. (is) | ease | 5. fill | feel  |
| 2. hit  | heat | 6. sick | seek  |
| 3. its  | eats | 7. itch | each  |
| 4. sit  | seat | 8. live | leave |

**B.** Listen and circle the word you hear.

**8 Teamwork Task** Work with a large group to create a directory of names, addresses, and telephone numbers of all the students on your team.

- A.** Each person writes their first and last name on an index card.
- B.** The group works together to alphabetize the cards by last names.
- C.** Make a directory of your group on a sheet of paper. Write the list in alphabetical order. Make sure the directory has all of this information:

Name	Address	TELEPHONE
Alvarez, Manuel	45 Avenue Z Bronx, New York 10457	(718) 555-9436

**D.** You can make a copy of the directory for everyone on your team.

I can . . .	1	2	3
spell my name.	1	2	3
greet people.	1	2	3
introduce myself and others.	1	2	3
identify family members.	1	2	3
say my address and phone number.	1	2	3
fill out an application form.	1	2	3
address an envelope.	1	2	3
use the alphabet and numbers.	1	2	3
alphabetize names.	1	2	3
make statements with <i>be</i> .	1	2	3
use possessive adjectives.	1	2	3

1 = not well      2 = OK      3 = very well

# DOWNTOWN

**9 Write** Write the missing words in the cartoon story. Use these words: *meet, are, My, Her, She's, from, I'm, they, single, parents.*



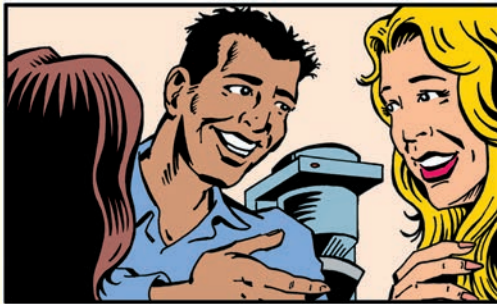
Alberto: Good Morning. (1) \_\_\_\_\_ name is Alberto.

Rosa: Hi. (2) \_\_\_\_\_ Rosa.



Alberto: Nice to (3) \_\_\_\_\_ you, Rosa.

Rosa: Nice to meet you, too.



Alberto: And who (4) \_\_\_\_\_ you?

Rosa: (5) \_\_\_\_\_ my very good friend.

(6) \_\_\_\_\_ name is Cindy.



Alberto: Where are you (7) \_\_\_\_\_, Cindy?

Cindy: Right here in Los Angeles. I'm a native Californian.



Alberto: How about your (8) \_\_\_\_\_?

Are they from L.A. too?

Cindy: Yes, (9) \_\_\_\_\_ are.



Alberto: And your . . . husband? Are you married, Cindy?

Cindy: No, Alberto, I'm (10) \_\_\_\_\_. How about you?

**10 Group Practice** Work in groups of three. Practice the story.