Separate answers 2 | Use, adapt and improve

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Guide 1: Read an EWS practice conversation

Try first. Questions 1-5 use the EWS example. Questions 6-10 depend on your resource; models are not claims about it.

1. A new colleague.

2. Could you help me, please? 'Could you please help me?' is also correct.

3. Could you speak a little more slowly?

4. A: A job or responsibility.

5. Spoke. 'Yesterday' refers to a finished time in the past.

Guide 2: Make the learning your own

6. Check that both meanings fit the new context. EWS example: My role is to help customers. I practise my introduction before a meeting. Your words may be different.

7. Model: A: Could you check this message? B: Of course. Who is it for? A: A new customer. B: Add a clear next step. Accept another coherent four-line conversation using the chosen idea.

8. Check: one clear main idea, relevant details and suitable language. Model: I want to introduce myself clearly. I will say my name and role. Then I will ask a friendly question. Advanced learners should develop the explanation.

9. This is a self-check, not an automatic score. Model improvement: I will pause after my name and speak more slowly. Ask a teacher or partner to check what they understood.

10. Model: 'Help me' becomes 'Could you help me, please?' The request sounds more polite. Accept an accurate correction or a clear, justified improvement.

Review: Open answers can differ. Check meaning, evidence and clear language. Ask a teacher when unsure.

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Extra sets with separate answers: charges apply. Confirm details before payment.