



Meeting people for the first time and again jigsaw dialogues

Roleplay meeting someone for the first time and then meeting the same person again, using the example situations below to help you decide on the situation if you like.

Situation 1

- Meeting by chance
- Conference or trade fair
- Both travelled to the venue
- Meeting for the first time
- Know nothing about each other
- No previous contact with each other
- Medium formality
- Good topics of conversation: that place / things going on there, companies, jobs/ roles
- Exchange business cards
- Event starting, but will email each other later in the week

Situation 2

- Meeting by chance
- Conference or trade fair
- Both travelled to the venue
- Meeting again
- Already know names, companies, jobs/ roles, home countries, etc
- Met at the same event two years ago and emailed just after
- Fairly informal
- Good topics of conversation: business conditions, products, people you both know
- Already exchanged business cards
- Have to talk to other people but will email later and hopefully meet up again

Look at some phrases from those two situations and divide the cards into three categories:

- Used when you meet someone for the first time
- Used when you meet someone again
- Can be used in both situations

Put all the cards in order to make two conversations at a conference/ trade show/ trade fair, one with two people meeting for the first time and the other with two people meeting again. Both conversations go A B A B A B, but one conversation is longer than the other.

Check your answers with un-cut-up versions of the worksheet, then change partners and test each other on the phrases:

- Read out a phrase and see if your partner remembers which of the situations it's from
- Read out two A phrases or two B phrases and see if your partner can say the missing phrase that should go between them
- Read out a phrase and see if your partner can reply
- Read out a phrase, listen to your partner's reply, respond to that, then roleplay the rest of the conversation together (similar to the model or different if you like)
- Choose one card and roleplay a whole conversation including that line
- Roleplay the same two situations with no help

Cards to cut up/ Suggested answers – Meeting for the first time

A: Is this the right place for the workshop on Lloyds of London?

B: Yes, that's right. That's what I'm here for too.

A: Oh good. Thanks. Is this seat free?

B: Yes, it is. Please take a seat. It's really busy, isn't it?

A: Yes, it is, isn't it? I'm John, by the way. John Smith, from AIU.

B: Pleased to meet you, John. My name's Javier. Javier Grande.

A: It's a pleasure to meet you, too, Javier. Who do you work for?

B: I work for Swiss Re.

A: Ah, I've heard the name, but I don't know much about it. Where is it based?

B: Its HQ is in Zurich, in Switzerland. What do you do, John?

A: I'm in charge of marketing for new products. How about you?

B: My duties are almost the same as yours, actually. I'd like to learn more about what you do, but the workshop is going to start. Do you have a business card?

A: Yes, I do have one somewhere. Just a moment. Here you are.

B: Thanks. And here's mine. It was really nice to meet you. I'll email you later this week.

A: It was great to meet you, too. I look forward to hearing from you.

Meeting again

A: Excuse me, Javier? It's John. We met at this conference two years ago.

B: Wow, John! Long time no see. Great to see you again.

A: It's lovely to see you too. How are you?

B: I'm fine, thanks. How about you? How's business?

A: Very good, thanks. Our new product is selling well. How about you? Do you still work for Swiss Re in Zurich?

B: Yes, I do. We must meet up if you are ever in Switzerland.

A: I'd love to, and I might be coming there soon, actually. Well, I'm afraid I have to speak to a few more people before the conference ends, but I'll email you sometime this week about meeting up.

B: Of course, no problem. Me too. It was great to see you again. Looking forward to hearing from you soon.