

Communication Speaking

A HANDOUT



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UNIT 1

TWENTY VOWEL PHONEMES

Studying a target language means studying its elements, which consist of phonemes, morphemes, syntax and lexicon. Phonemes refer to words, syntax refers to grammar and structure and lexicon refers to meaning.

In this section, we will study the 20 vowel phonemes, those are
5 Long vowel phonemes:

- [i :] - bee, see, knee, etc.
- [a :] - barn, far, car, etc.
- [ɔ :] - born, corn, thorn, etc.
- [u :] - boon, soon, moon, etc.
- [ɜ :] [ə :] - burn, earn, learn, etc.

7 Short vowel phonemes:

- [i] - it, bit, hit, etc.
- [ʌ] - up, shut, cut, hut, etc.
- [ɒ] - pot, hot, top, fox, etc.
- [u] - pet, pen red, wet, etc.
- [e] - cat, hat, black, bat, etc.
- [æ] - a long, ago, away, etc.

8 Diphthongs:

- [oi] - boy, toy, coin, etc.
- [ai] - buy, guy, shy, why, etc.
- [ei] - bay, say, way, gay, ray, etc.
- [ʊə] - poor, tour, sure etc.
- [iə] - ear, hear, tear, etc.
- [au] - share, care, where, air, etc.

[ou] - no, show, so, though, etc.

[au] - now, about, aloud etc.

Long vowels:

[i :] - bean

[u :] - boon

[a :] - barn

[ɔ :] - born

[ɜ :] - burn

Long vowels have their length considerably reduced when they occur in a syllable closed by /p, t, k, tʃ, θ, s, ʃ/, e.g. in soup, seat, leak, porch, half, earth, loose, leash. This shortening of the vowel is highly significant in distinguishing a word such as seat from seed.

Exercise 1

Identify the vowels, write the appropriate symbols.

1. Seed, seat, loose, lost, halve, half, four, surge, search.
2. Pronounce these words: identify the vowels, write the symbols.
Search, lark, fought, shoot, heart, hurt, pass, purse.
3. Pronounce these words: peace, bird, shoe, law, lord, card.

Exercise 2

Short vowels: [i], [e], [ə], [ʌ], [ɔ], [u], [ə]

- a. Please identify [i] or [e]
bit, bet, sit, set, tin, ten.
- b. Identify [ʌ] or [ɔ]
cut – cot, wonder – wander, fund – fond.
- c. Listen and repeat:
bet good cat bit

city	man	dog	another
colour	bad	son	accept
much	waiter		
men	weighty		
collar	gone		

d. Listen, repeat, find out the meaning:

Feed	-	feet	-	fit
league	-	boot	-	foot
card	-	caught	-	cot
sword	-	sort	-	soot
purr	-	purse	-	purpose

e. Pronounce these words, write the correct symbols:

tea	head	big	bad	dog	hurt
bid	teeth	live	want	heard	mother
ate	sick	heart	saw	women	tooth

Exercise 3

Match the following words with the symbols:

	A	B	C
Home	[ou]	[ð]	[ɔ]
Cheese	[i]	[i:]	[3:]
About	[au]	[ua]	[ou]
Name	[ai]	[ae]	[ei]
Taste	[3:]	[ae]	[ei]
Cow	[ɔ]	[au]	[ou]
Goes	[ɔ]	[ɔ]	[ou]
Town	[ɔ]	[au]	[ou]
Saw	[ɔ:]	[ou]	[au]
beer	[i ð]	[a]	[i:]

Exercises

I. Which words/words have symbols of "short vowel phonemes? (s)?"

- | | | | | | | |
|-----------|---|------|---|-------|---|-------|
| 1. caught | - | cot | - | cough | - | cut |
| 2. saw | - | show | - | she | - | shore |
| 3. sale | - | sell | - | shelf | | |
| 4. code | - | cot | - | coat | | |
| 5. boon | - | book | - | bus | | |

II. Complete the example of long vowel phonemes.

- [ɜ:] - burn,,,,
- [u:] - moon,,,,
- [ɔ:] - born,,,,

III. Read and write the symbols of the underlined words then find out the meaning of the whole sentences.

1. a). The little boy beat his sister.
b). The little boy bit his sister.
2. a). I am leaving with my brother.
b). I am living with my brother.
3. a). You ought to feel it inside.
b). You ought to fill it inside.
4. a). The water does come from the lake.
b). The water does come from the desk.
5. a). She is waving a piece of cloth.
b). She is weaving a piece of cloth.

UNIT 2

HOW TO START THE CONVERSATION

In this unit you will study the formal and the informal greetings. Read again, and again then do the exercise.

Formal

Greetings	Response
1. Hello, Dr/Mr./Mrs. (last name)	Hello
2. Good morning, Dr/Mr./Mrs. (last name)	Good morning
3. How are you?	Fine thank you, Not very well.

Informal

1. Hi,... (first name)	Hi,.. (first name)
2. How's it going ?	Fine
How are you doing?	Ok
How are you?	All right
	Not bad
	Not so well
3. What's up?	Not much
4. What's new?	Nothing special

Note: Usually when someone says = "How are you?" They expect you to say = "fine".

Answer truthfully only to close friends if you don't feel well.

Dialogues:

Formal

1. A : Hello, Dr. Martin
 B : Hello, Jose. How are you?
 A : Fine, thank you. How are you?
 B : Fine, thank you. By the way, how is your wife?

A : Oh, she's a little homesick

B : That's too bad.

2. A : Good morning Maria

B : Oh, good morning, Mr. Freeman. How are you?

A : Not very good, I think I'm catching flu

B : Oh, I'm sorry I hope you will be better soon.

Informal

1. A : Hi, Joe

B : Hi, Sam, how are you this morning?

A : O.K. how about you?

B : Not bad, by the way how is your wife?

A : Home sick

B : That is too bad.

2. A : Hi, Linda

B : Hi, Judy, how are you doing?

A : Not so good, I think I'm catching the flu

B : That's too bad I hope you feel better soon.

*(Adapted from Developing Communicative Competence 1975,
Kettering, J.C. Pittsburgh).*

Exercise 4

Complete the following sentences!

1. Dr Fineburgh : Good morning, Luis how are you this morning?

Luis :

Dr Fineburgh : Not very well, I think I am catching a cold again

Luis :

2. Diego : Hi, Maria, how's it going?

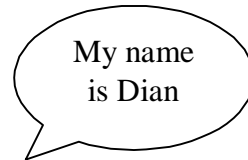
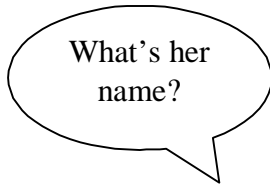
Maria :

Diego : O.K. Have you studied for grammar test yet?

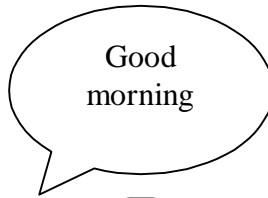
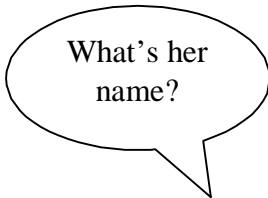
Maria :

Exercise 5

Match the bubbles like this.



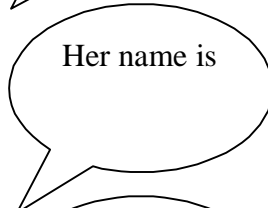
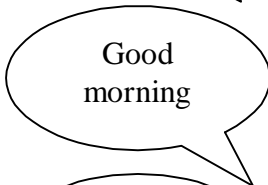
Then write the two sentences like this and read them.



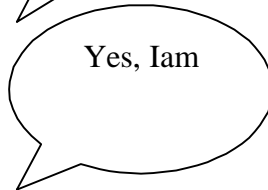
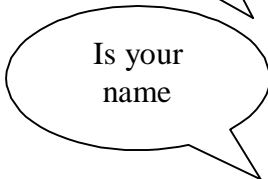
1. What's her name?
Her name is Dian.



- 2.



- 3.



- 4.

Exercise 6

Ask questions to the following answer.

e.g. A :?

B : She is home sick.

Q : How is your sister?

1. Q :?

A : Oh, my grand mother is ill.

2. Q :?

A : His name is Mr. William.

3. Q :?

A : He comes from England.

4. Q :?

A : He speaks English.

5. Q :?

A : We are Indonesian.

Exercise 7

Pronounce the following sentences!

- | | | |
|-------------------------|--------|---------------------|
| 1. I am English | —————> | I am English |
| 2. He is Spanish | —————> | He's Spanish |
| 3. She is not | —————> | She isn't American |
| 4. We are not American | —————> | She isn't American |
| 5. It is Japanese | —————> | It's Japanese |
| 6. They are not Italian | —————> | They aren't Italian |
| 7. It is not very good | —————> | It's not very good |
| 8. They are nice | —————> | They're nice |

Task I:

- Work in pairs/ask your friends to be your partner.
- Write a dialogue based on the following "situation" and practise it with your friend.

It's 9.00 a.m. Great, Mrs. Thomas who is going to give you a test today.

Task II:

- Interview your friend, ask the following questions and write the answer.
 1. What's your first name?
 2. What's your last name?
 3. Are you an American?
 4. What do you do? What is your job?
 5. What nationality are you?

Task III:

- Act out the interview or the dialogue between you and your partner. (Perankan hasil wawancara antara Anda dengan partner Anda, awali dengan greeting).

e.g. You : Good morning Sir/Madam may I interview? What is?
(etc).

Exercises

1. Complete the following dialogue.

A : Good morning, Dr. Green how?
G : And?
A : I how your son?
G : He thank you.
2. A :What is

B : I am a teacher of English.
3. A : What?
A : Oh, I am a teacher of English.
4. A :?

B : Yes, I speak Indonesian a little.

5. A :?

B : I live in Jakarta.

Task IV

Write the short dialogue; Greet Mona, she has been sick for several days.

UNIT 3

PARTINGS

Study the phrases and dialogues.

Phrases

Formal :

1. Goodbye Dr/Mr/Ms. (last name).
2. I hope to see you again sometime.
week end
3. Have a nice vacation
evening
4. I really must be going.

Informal :

1. Bye – So long.
later
2. See you tomorrow
In class
week end
3. Have a nice vacation
evening
5. I've got to go.

Dialogues

Formal:

1. A : Goodbye, dr. Marvin.
B : Goodbye, Susan.
A : Have a nice weekend.
B : Thank you, the same to you.

2. A : I really must be leaving, thank you for the extra help on the problems.

B : You're welcome.

A : Goodbye.

B : Goodbye.

Informal:

1. A : Bye, Pete.

B : So long John.

A : Have a nice weekend.

B : Thanks. You too.

2. A : I've got to go. Thanks for extra help on the problems.

B : Sure, any time.

A : See you in class tomorrow. Bye.

B : See you.

(Adapted from Developing Communicative Competence 1975, Kettering, J.C. Pittsburgh).

Exercise 7

Complete the following lines:

1. A : Goodbye, Miss Brown.

B :

A : Have a nice weekend, and I see you on Monday.

B :

2. A : Bob, I'd like to talk longer, but I've got to go.

B :

A :

B :

Task I:

- In a group of four if it possible, or work in pairs,
Please do the followings:

You are leaving the university and may never come back, say goodbye to the department chairman whom don't know very well.

Task II:

- Professor Davis is helping you with an assignment and it is late, tell him goodbye and thank him for his help.

Tes formatif 3

Answer the following questions!

- A. When do you say "good night"?
- B. When do you say "good evening"?
- C. Which of the followings are included into formal phrases :
- a) So long b) Have a nice day
- b) I really must be going d) See you later
- D. Which of the followings phrases are included into informal ones :
- a) I've got to go b) I really must be going
- b) See you d) Have a nice evening
- E. Complete the following question.
- a) What?
- b) Where?
- c) Have?
- d) Bob, I'd like to talk longer but
- e) Is she?

UNIT 4

INTRODUCTION

INTRODUCTORY REMARK

For formal introduction, the woman is usually introduced to the man. Where this rule is not applicable, the older person is introduced to the younger person, or in other cases the person with the highest rank is introduced to the lower rank. It is very common to shake hands when you are introduced. If a woman is present, she should extend her hand first.

(Summarized from Kettering, J.C. 1975 Developing Communicative Competence Pittsburgh)

Formal:

1. On meeting

- a) Dr/Mr/Ms (lat name) or (first and last name), I would like to introduce you to Dr/Mr/Ms (lat name) or (first and last name).
- b) Dr/Mr/Ms (lat name) or (first and last name), I'd like you to meet Dr/Mr/Ms (lat name) or (first and last name).

	a high school science teacher
He/she is	the chief of police
	A civil engineer
	A good friend of mine

- c) Let me introduce my self.
- d) How do you do? (no answer expected)
- e) It is the pleasure to meet you.

2. Parting
 - a) It was nice meeting you.
 - b) I hope to see you again.
 - c) Goodbye.

Informal:

1. On meeting

a) First name		First name
	This is	
First and last name		First and last name

2. Parting
 - a) Nice meeting you.
 - b) Bye
 - So long
 - See you



Dialogues

Formal:

1. A : Mr. Johnson, I would like to you to meet Mr. Baker, he's the chairman of the board of directors.
 Mr. Y : How do you do?
 Mr. B : It's a pleasure to meet you I've heard a lot about you.
2. A : Oh, excuse me, let me introduce my self. My name is Joseph Johnson.
 B : How do you do, Mr Johnson, my name is George Harries.
 A : Please call me Joe.
 B : Call me George.

Informal:

1. Tom : Dave, this is Tom, my room mate.
Dave : Hi, tom, how are you doing?
Tom : Fine, Dave.
Dave : We'll have to get together sometime.
Tom : Good, nice meeting you.
Dave : Same here, so long.

Exercise 8

I. Complete the following dialogue!

1. A : Mr. Katz, I would like to meet Dr. Lewis, Associate Professor of Economics.
B :
It is a pleasure to meet you.
2. A : Hi, my name's Nancy.
B : Oh my name ishow?
3. A : Let me introduce my self, I am Tom.
B : Oh my name is
A : How?
B : How?

- II.
1. Please introduce your self to Carol (write and practise!).
 2. Introduce Ismail, a good friend of yours to Mohammed. Tell Ismail something about Mohammed.

Task I:

- Act out role play with your friend.
A : It's a nice party, isn't it?
B : Yes, It is.

A : By the way, I am Mardika from Indonesia.

B : Oh, I am Barbara from Australia.

A : How do you do Barbara?

B : How do you do?

A : Do you speak Indonesian?

B : Yes, a little, I study Indonesian.

A : Do you? That's great.

Task II:

- Practise using the following expression to start the conversation.

It is hot, isn't it?

The band is fantastic, isn't it?

Is this seat taken?

The weather is cold, isn't it?

Tes Formatif 4

1. Complete these sentences.

- a) Mary, I'd like you to John.
- b) John Mary.
- c) Let me, my name
- d) Ladies and gentlemen, allow me to Dr. Mulyana.
- e) Howdo?
- f) It's you.
- g) It's nice song, ?
- h) Tuti, this is, he is

2. Choose the correct statement.

- a) Excuse me, (to introduce my self, may I to introduce my self, may I introduce my self)
- b) Mrs. Green I'd (like introduce my friend, like you to introduce my friends, like you to meet my friend, Tom)

3. You are in Senggigi beach, Lombok, you would like to introduce your self to one of the tourist there, please write! Then act out!

UNIT 5

SHOPPING FOR FOOD

5.1. INTRODUCTION

Lets go to the store.

A. Let's go to the store on Saturday.

B. O.K. I need a lot of things.

A. Do you want to go to Seven Eleven, Safeway or Fed-Mart? Let's go to Fed-Mart. It's the cheapest.

(Adapted from English For Adult Competency)

Let's practice

Let's = Let us

Let's go to the store, let's go home.

1. Let's go to
2. Let's
3. Let's me
4. He will let me
5. Let's not

Exercise

1. When do you go to the store?
2. Do you go to Indo-Mart every Saturday?
3. Is there Seven – Eleven in your town?
4. Do you need a lot of things?
5. How many super markets are there in your city?
6. Have you been to traditional markets?
7. Do you see many people in the super market?
8. Why do people like going to the super market?
9. How much is a kilogram of beef?
10. How much is a kilogram of eggs?

Complete the following sentences!

11. We need a pint of
12. We need a quart of
13. We need a gallon of
14. We need a liter of
15. We need a dozen of

Work in pairs, act out the role play. One of you should be the seller and your partner should be the customer/the buyer.

For example, Complete the dialogue then act out!

- S : Can I help you?
- C : Certainly, I need
- S : Oh, it is
- C : All right. I need a can of
- S : Anything else?
- C : No, I do not think so. How much should I pay?
- S : Fifteen dollars, please.
- C : Here you are.
- S : Thank you.

UNIT 6

UNDERSTANDING SUPERMARKET AD

Study the super market AD

Then answer the
questions.

A SUPERMARKET AD

SUPER SALE!

NOW IN PROGRESS!
AT THE
**GOLDEN CARROT
SUPERMART**

EXTRA LEAN
GROUND BEEF
\$ **1.39**

GOLDEN DELICIOUS
APPLES
1 lb. **29¢**

AVOCADOS ----- EA. 39¢
PEARS ----- 1b. 29¢
LETTUCE ----- EA. 29¢
STRAWBERRIES ----- 1b. 49¢

SNAPPY CRUNCH ----- 49¢
SMILE TOOTHPASTE ----- 67¢
WHIFF DEODORANT ----- 89¢
BRIBE BRAND COOKIES ----- 59¢
NATHANIEL ORANGE JUICE ----- 72¢

LARGE
GRADE A
EGGS
1 DOZEN **59¢**

STORE HOURS:
MON-FRI.
10 TO 9 P.M.
SAT+SUN.
10 TO 6

USDA
GRADE A
FRYER
FRESH + PAN-READY
69¢

Exercise 12

(Vocabulary)

Find out the meaning of the following!

1. Super :
2. Sale :
3. to purchase :
4. to retail :
5. to be in progress :
6. lean beef :
7. delicious :
8. ad :
9. an aid :
10. A.I.D :

Exercise 13

Answer these questions!

1. What is 'Golden Carrot'?
2. Is the super market open at 8 to 7 p.m.?
3. Can you go for shopping to the golden super market on Sunday?
4. What is the English money?
5. How many eggs are there in one dozen?
6. How many kinds of fruits are sold in the Golden Super market?
7. Do you like orange juice?
8. Can you find lettuce in the super market in your city?
9. The tooth paste is used for
10. What is American money?

Exercise 14

Complete the following dialogue!

A (The shop girl) : Can I help you?

B : Yes, I need some milk where is it?

A : Oh, it is in the section at the end of aisle 8.

B : you I needfrom the dairy section.

Exercise 15

Complete the following sentences!

1. We need a pint of
2. Do you need a liter of
3. I have some
4. I do not have any
5. I will buy :
 - a. A cube of
 - b. A head of
 - c. A dozen of
 - d. A bunch of
 - e. A sack of
 - f. A pound of

Exercise 16

Answer these questions!

- a. What are the weekday store hours?
- b. What are the weekend hours?
- c. How much is a dozen eggs?
- d. How much is each of avocado?
- e. How many ounces are there in 1 lb (=one pound)?

Task

Work in pairs, practise the role play. One of you should be the seller and the other one should be the buyer.

- First write the dialogue.
- Act out the dialogue

Test Formatif 5

Choose the best choice!

1. Super market is the traditional market.
A. higher than B. more expensive than
C. dirtier than D. most expensive than
2. The followings are vegetables except
A. a head of lettuce B. cauliflower
C. carrot D. bacon
3. These are fruits except
A. avocados B. pears
C. grapes D. shallots
4. Yesterday, we for
A. went-shopping B. go-shopping
C. went- to shop D. went-shop
5. A : Can I help you?
B : Certainly. How?
A. many rupiah is a jar of peanut butter?
B. much is a jar of peanut butter?
C. much is a cost of a jar of peanut butter?
D. is the cost of a jar of peanut butter?
6.shop is open?
A. who B. which C. where D. whose
7. The "Indo mart" is fast and
A. convenience B. interested
C. convenient D. interest
8. Run to the store bread.
A. of B. to C. from D. for
9. Let's to the store Saturday.
A. go-on B. to go-in C. go-in D. going-on
10. Food is at Safeway.
A. cheap B. beautiful C. interesting D. fast

UNIT 7

MASTERING SPEAKING SKILL BY USING THE VISUAL AND CASSETTE BASED ON DICTO GLOSS TECHNIQUE

INTRODUCTION

Read the following text, between Mrs. Lee and her neighbour, Mrs. Mulyana from Indonesia. They are in Singapore.

- Mrs. Mulyana : Good morning. Mrs. Lee, how are you?
- Mrs. Lee : I am fine thank you and you?
- Mrs. Mulyana : I am fine, too thank you. Mrs. Lee, could you tell me where the nearest super market is? I need to go for shopping.
- Mrs. Lee : Oh, it's near by. It's at the end of this street. I usually go to the super market every week.
- Mrs. Mulyana : Do you buy a lot of things?
- Mrs. Lee : Yes. I always buy a quart of milk, a dozen eggs, a loaf of bread. What do you need to buy, Mrs. Mulyana?
- Mrs. Mulyana : I need to buy a pound of coffee. I need to go to the bakery section for bread. I need some rice and a dozen eggs. Where do we go for milk and butter?
- Mrs. Lee : We must go to the dairy section for milk and butter.
- Mrs. Mulyana : I need some lettuce and tomatoes too.
- Mrs. Lee : Well, we have to go to the produce section for lettuce and tomatoes.
- Mrs. Mulyana : Shall we go to the super market?

Mrs. Lee : Let's go!

Exercise 16

Answer the following questions!

1. Does Mrs. Lee come from Indonesia?
2. Is Mrs. Mulyana the neighbour of Mrs. Lee?
3. Where does Mrs. Lee go for shopping?
4. What does Mrs. Mulyana want to buy?
5. Where does she go for bread?

Exercise 17

(Anda bekerja berpasangan secara bergantian, seorang bertanya, yang lain menjawab)

Questions:

1. Do you go to the super market every week?
2. Which store do you go to?
3. What do you always buy?
4. Do you buy milk, eggs, and coffee?
5. Do you need rice today?

Exercise 18

(Work in pairs, complete the following sentences)

1. A box of
2. A can of
3. A bottle of
4. A carton of
5. A jar of
6. A bunch of
7. A head of
8. A cube of
9. A can of
10. A sack of

What is in The Refrigerator?

(Anda berlatih menjelaskan gambar kulkas, dan menjelaskan isinya dalam bahasa Inggris)

What food items are in each location?"

- a. What food items are in the freezer?
- b. What food items are in the first shelf?
- c. What food items are in second shelf?
- d. What food items are in the third shelf?
- e. What food items are in the first door shelf?
- f. What food items are in the second door shelf?
- g. What food items are in the third door shelf?
- h. What food items are in the fourth door shelf?
- i. What is the right of the orange juice?
- j. Where is the ice cream?

WHAT'S IN THE REFRIGERATOR?



- Vocabulary :

Eating out – waitress – a menu order – steak – would like –
black coffee – frequently – wine – bill.

Test Formatif 6

I. Answer these questions!

1. Do you go to the super market every week?
2. What things do you buy?
3. What are the differences between the super market and the traditional market?
4. Mention what food items are in the first door shelf of the fridge?
5. Describe the super market that you have visited (± sentences).

II. Complete these sentences!

1. When we eat dinner at the restaurant, the gives us the
2. The waiter/waitress says: "May I, please?"
3. We can what we want to
4. After dinner the waiter / waitress brings the
5. We are usually (=kenyang)
We leave the for the waiter
We usually tip 15 %. Eating out is

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