

## Communication:

### MAKING AND RESPONDING TO REQUESTS

#### A. Making Requests

- + Could you, please .....?
- + Can you .....?
- + Will you .....?
- + Is there any chance you could .....?
- + Do you think you could .....?
- + Could you possibly .....?
- + I wonder if you could possibly .....?
- + Do you mind (verb+ing) .....? (it is like saying: Is there a problem if....?)
- + Would you mind (verb+ing).....? (it is like saying: Is there a problem if....?)
- + Would you mind if I (verb-ing) .....? (it is like saying: Is there a problem if...?)



#### B. Responding to requests

##### 1. Accepting requests:

- + Yes, sure.
- + That'll be fine.
- + Yes, of course.
- + Certainly yes.
- + With pleasure.
- + Sure, don't worry.
- + Sure, no problem.
- + I'll see what I can do.
- + No, I don't mind.

##### 2. Refusing requests:

- + Oh sorry, I can't.
- + I just can't, I am sorry.
- + I am afraid, I can't.
- + Certainly not. (for do you mind...?)
- + Yes. (for do/would you mind...?)

#### Dialogue:

**Speaker 1:** Could you please help me with this exercise?

**Speaker 2:** Yes, of course.

**Speaker 3:** Do you mind going with me to the market?

**Speaker 4:** No, I don't mind

