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Welcome to ESL Printables, the website where English Language teachers exchange resources: worksheets, lesson plans, activities, etc. Our collection is growing every day with the help of many teachers. If you want to download you have to send your own contributions. Page 2 Welcome to ESL Printables, the website where English Language teachers exchange resources: worksheets, lesson plans, activities, etc. Our collection is growing every day with the help of many teachers. If you want to download you have to send your own contributions. Page 3 Welcome to ESL Printables, the website where English Language teachers exchange resources: worksheets, lesson plans, activities, etc. Our collection is growing every day with the help of many teachers. If you want to download you have to send your own contributions. You might be thinking that you introduce yourself to people all the time, so surely you don't need a guide about it. However, there are ways that you can give a self-introduction to send across the right sort of message. Shuffling into a room and murmuring your name just loud enough to be audible is going to say something quite different than if you strode in with your hand outstretched and your shoulders back. Yes, body language plays a big part in introducing yourself too of course, but language itself is important in conveying the right sort of message to your audience too. First, we'll take a look at what self-introduction is all about, before giving some tips that'll help you introduce yourself more effectively. What is Self-Introduction? PinHow to Introduce Yourself - Created by 7ESL. What do you say when you meet someone new? Introduce yourself of course! Self-introduction is simply the act of introducing yourself to someone else. You might just be introducing yourself to a new person you have never met before, or you might be introducing yourself to hundreds of people in a conference room. Thankfully, both situations actually require the same sort of language and body language to introduce yourself in a way that is both confident, and clear. The two things you should definitely aim to be when introducing yourself to others. Introducing yourself is much more than saying your name. You need to tell some more information about yourself in English. Introducing yourself to strangers can be tricky because what you say depends on the context, situation (in a job interview, in an email, or give self-introduction in an English class). In this lesson, you will learn how to confidently introduce yourself in English. How to Introduce Yourself General Tips The tips listed here will apply to almost every situation where you need to introduce yourself. We'll get more specific later, but for now, let's focus on the things you can do every time you need to introduce yourself to somebody new: State who you are clearly. Try not to mumble or else the person you're introducing yourself to might have to be asked to repeat it... and again... and again... until they simply smile and nod without ever knowing what your name is. Be friendly. Even in formal situations, you can be friendly. Saying something like "Hi there, I'm..." with a smile says a lot about you. You seem confident and easy to talk to. If you were in a very formal setting you might say "Hello, I am..." the point is you should introduce yourself in a way that is approachable. Very formal settings might require you to use "proper" English (no contraction's etc.) but in most other areas shortening words is fine. Know your audience. It doesn't matter if you're speaking to one person or a thousand, knowing your audience is key. Obviously, if you're introducing yourself you don't know the person, but from context you should have an idea about how they are going to be. Meeting the in-laws for the first time probably isn't the best time to tell a joke as you introduce yourself, but meeting a friend of a friend at the bar might be. If you are sitting when you first meet somebody you are going to introduce yourself to, then it's always best to stand if you are able. It's often seen as the polite thing to do, so it's a way that you can use body language to impress the person you are introducing yourself to. Tips For The Student In Class Introducing yourself to a class full of people is universally acknowledged as being people's worst nightmare. That being said, you can make things a lot easier for yourself by following these simple tips: Be prepared. Know that as you head into a new class, you are going to have to say something about yourself, however much you don't want to. So, beforehand have a think about what you might say. Is there a reason you've taken the class? Is there a hobby you've always done that relates to the class? Smile. Everybody in the room is dreading introducing themselves too, so smile and create a relaxed atmosphere in yourself, and others will follow suit and smile too. Look around the room. Trust us, we know. We want to put our eyes to the floor when introducing ourselves to a class too, but take a deep breath and force your eyes up and look around the room at the faces watching you. By doing this, you're already making yourself seem more confident. Speak clearly as you state your name, your reason for being there, and your hobbies, and people will already feel like they know you a little better. How to Introduce Yourself in an Interview Most of what we have discussed is relevant to introducing yourself in a job interview too, but here are a few extra tips: A firm handshake as you enter the room already makes the interviewer think that you are somebody who should be taken seriously. Follow this up with a friendly smile and stating your name and you'll already be off to a great start. Listen! This is so important in interviews. The art of conversation lies predominantly in the gaps between your speeches. Listen with intent so you can answer questions directly. Also, listen so you can adapt. If you think you're going to be the first person to talk as you enter the interview room, but they start speaking first, then let them. Nobody will think bad of you for not speaking first, you'd certainly look a lot worse if you spoke over them the whole time. Also, learn the big five personality traits you can use to define who you are in a job interview. PinBig Five Personality Traits - Created by 7ESL Learn how to answer the most common job interview questions. Self-Introduction Examples Introducing Yourself in Class "Hi, I'm Jane. I'm taking this class because Art History has always been something I've been fascinated by, ever since I started taking trips to art galleries as a little girl, and I'm basically just excited to learn a little more. Simply saying something like this with a smile, will be all the introduction you need. Self-Introduction in Interview Something similar to this would work well in answer to that dreaded "Tell me about yourself" question that interviewers love so much. "Hi, I'm Jane Smith. I've always been passionate about Art, and I actually majored in Art History at college last year. Ever since, I've been pursuing my dream of becoming an Art handler so I can really work in an area I know a great deal about. So when I saw your job advertisement I couldn't stop myself from applying." Here you've introduced yourself clearly, told them exactly what your interests are, and sold yourself as the ideal person for the job. Networking "Hi, I'm Jane Smith. I help restore and preserve art. Just last week I actually worked on 'The White Bridge' by John Smith and I've led various projects throughout the years too. What I'm looking for now is to move into an area of Art where I have opportunities to create art of my own, as well as preserve other people's. Do you have any thoughts about how I might achieve that?" In networking it's important to state what you do, what you've done, and what you want to do. Networking is all about introducing who you are in a way that can show you off as a resource to others, but somebody who is open to new connections to help achieve what you want too. These are very specific examples, but if you include the tips we have pointed out above too, you'll see that introducing yourself really doesn't have to be hard. Be confident, speak clearly, and know what you might say, and you've already won half the battle. Introduce Yourself | Samples Introduce Your Name Question: What's your name? Answers: My name is .../ I'm .../ My full/ first/ last name is .../ You can call me .../ They call me .../ Please call me .../ Everyone calls me .../ My nickname is .../ Introduce Your Country Questions: Where are you from?/ Where do you come from?/ Where were you born? Answers: I'm from .../ I hail from .../ I come from .../ My hometown is .../ I'm originally from ... (country) I'm ... (nationality) I was born in ... Introduce Your Address Question: Where do you live?/ What's your address? Answers: I live in .../ My address is ... (city) I live on ... (name) street. I live at ... I spent most of my life in ... I have lived in ... for/ since ... I grew up in ... Introduce Your Age Question: How old are you? Answers: I'm ... years old. I'm ... I'm over/ almost/ nearly ... I am around your age. I'm in my early twenties/ late thirties. Introduce Your Family Questions: How many people are there in your family?/ Who do you live with?/ With whom do you live?/ Do you have any siblings? Answers: There are ... (number) people in my family. They are ... (number) of us in my family. My family has ... (number) people. I live with my ... I am the only child. I don't have any siblings. I have ... brothers and ... (number) sister. Introduce Your Birthday/Phone number Questions: What is your date of birth?/ When is your birthday?/ What is your phone number? Answers: My birthday is on ... My phone number is ... Introduce Your Jobs Questions: What do you do?/ What do you do for living?/ What's your job?/ What sort of work do you do?/ What line of work are you in?/ What did you want to be when you grew up? Answers: I am a/ an ... I work as a/ an ... I work for (company) ... as a/ an ... I'm unemployed./ I am out of work./ I have been made redundant./ I am between jobs. I earn my living as a/ an ... I am looking for a job. / I am looking for work. I'm retired. I would like to be a/ an .../ I want to be a/ an ... I used to work as a/ an ... at ... (places) I just started as ... in the ... department. I work in/at a ... (places) I have been working in ... (city) for ... years. Useful jobs for self-introduction: teacher, nurse, secretary, manager, cleaner, policeman, builder, engineer, businessman, firefighter, postman, doctor, architect, farmer, ... Useful places: bank, factory, supermarket, museum, hospital, shop, gallery, ... PinLet me introduce myself - Created by 7ESL Self Introduction Sample! How to Introduce Yourself in English - Image 2 Introduce Your Hobbies Questions: What's your hobby?/ What do you like?/ What do you like to do?/ What's your favorite ...? Answers: I like/ love/ enjoy/ ... (sports/ movies/ .../ I am interested in ... I am good at ... My hobby is .../ I am interesting in ... My hobbies are .../ My hobby is ... My favorite sport is ... My favorite color is ... I have a passion for ... My favorite place is ... I sometimes go to ... (places). I like it because ... I don't like/ dislike/ hate ... My favorite food/drink is ... My favorite singer/ band is ... My favorite day of the week is ... because ... Because (self-introduction sample) there are many things to see and do This is one of the most beautiful places I have been visid. I can relax there it's relaxing/ popular/ nice/ ... Hobbies - Free time activities for self-introduction. Reading, painting, drawing Playing computer games Surfing the Internet Collecting stamps/ coins/ ... Going to the cinema/ Playing with friends Chatting with best friends Going to the park/ beach/ zoo/ museum/ ... Listening to music Shopping, singing, dancing, travelling, camping, hiking, ... Movies: action movies, comedy, romance, horror, document, thriller, cartoons, ... Sports: volleyball, badminton, tennis, yoga, cycling, running, fishing, ... Questions: What do you like doing in your free time?/ What do you do in your spare time? Answers: In my free time, I like ... I like ... when I'm free. At weekends I sometimes go to ... (places) Introduce Your Education Questions: Where do you study?/ What do you study?/ ... Sports: volleyball, badminton, tennis, yoga, cycling, running, fishing, ... Questions: What do you like doing in your free time?/ What do you do in your spare time? Answers: In my free time, I like ... I like ... when I'm free. At weekends I sometimes go to ... (places) Introduce Your Education Questions: Where do you speak English? How long have you been learning English?/ How long have you learned English? Answers: I study English because ... I can speak English very well. I've been learning English for/ since ... I can express myself and communicate in English. Because (self-introduction sample) I like it a lot I love it. I think it's important I have to It's very important and necessary. I want to learn more about this language. I love to improve my English skills. Questions: Which grade are you in? Which year are you in? I'm in ... grade. I'm in my first/ second/ third/ final year. I am a freshman. I graduated from .../ My previous school was ... Question: What's your favorite subject? Answers: My favorite subject is ... I am good at ... (subjects) Subjects: Maths, English, Physics, Physical Education, Science, Music, ... Introduce Your Marital status Questions: What is your marital status? Are you married? Do you have a boyfriend/ girlfriend? Answers: I'm married/ single/ engaged/ divorced. I'm not seeing/ dating anyone. I'm not ready for a serious relationship. I'm going out with a ... (someone) I'm in an open relationship. It's complicated. I have a boyfriend/ girlfriend/ lover/ ... I'm in love with ... (someone) I'm going through a divorce. I have a husband/ wife. I'm a happily married man/ woman. I have a happy/ unhappy marriage. My wife/ husband and I, we're separated. I am available. I haven't found what I'm looking for. I'm ready for a rebound relationship. I'm a widow/ widower. I'm still looking for the one. I (don't) have ... (number) children. Introduce Your Personality Traits I am a ... person/ I'm ... (character & personality) My best quality is ... (character & personality) Character & Personality for self-introduction: brave, calm, gentle, courteous, creative, hard-working, rude, unfriendly, unreliable, lazy, stingy, insensitive, ... Also learn an extensive list of adjectives to describe yourself. Others I've got a ... (pet) My best friend's name is ... I (don't) have ... (number) international friends. My dream is ... Pets: dog, puppy, mouse, rabbit, cat, goldfish, ... Self-Introduction Samples How to Introduce Yourself Casually | Self Introduction PinSelf Introduction - Created by 7ESL Self-Introduction Samples for Students Let Me Introduce Myself! Learn how to introduce yourself in an English class. PinLet Me Introduce Myself - Created by 7ESL How to Introduce Yourself | Video Guide Learn how to give self-introduction in English with video lesson. Home » Knowledge Base » Phrases » Classroom English: 300+ Classroom Phra... When teaching English in a classroom, it's important to use phrases that help you manage each part of the lesson. This reference includes over 300 helpful classroom English phrases, neatly categorized for different parts of the lesson. The main sections covered are the beginning of the lesson, during the lesson, and the end of the lesson. THE BEGINNING OF THE LESSON | Classroom English PinClassroom English - Created by 7ESL Greetings Hello, everyone. Good morning, everybody. Good afternoon, class. Hello there, Tom. Good afternoon, everybody. How are you today?/ How are you getting on?/ How's life?/ How are things with you?/ Are you feeling better today, David?/ What a lovely day!/ What a rainy day!/ Today is very cold, isn't it?/ Introductions My name is Mr/Ms/Ms Smith. I'll be teaching you English this year. I'm your new English teacher. I've got five lessons with you each week. Time to begin Let's begin today's lesson. Let's begin our lesson now. I hope you are all ready for your English lesson. I think we can start now. Is everybody ready to start? Now we can get down to work. It's time to begin, please stop talking. I'm waiting for you to be quiet. Settle down now so we can start. We won't start until everyone is quiet. Stop talking and be quiet. Put your things away Pack your things away. Close your books. Put your books away. Register! Who is absent today? Who is absent today? Why were you absent last Friday, Tom?/ What's the matter with Anna today?/ What's wrong with Anna today?/ Late We started ten minutes ago. What have you been doing? Did you oversleep? Don't let it happen again. Where have you been? Did you miss your bus? DURING THE LESSON | Classroom English PinClassroom English During the Lesson - Created by 7ESL Classroom English | Common instructions Instructions can be used at the beginning of a session Are you ready? Everybody ... Pay attention, everybody. Open your books at page... You need pencils/rulers. We'll learn how to ... You have five minutes to do this. Turn to page ... Look at activity five. Listen to the tape. Repeat after me. Again, please. Who's next? Like this, not like that. Comprehension language Do you get it? Are you with me? Are you OK? Do you follow me? OK so far? Do you understand? What did you say? One more time, please. Say it again, please. Like this? Is this OK?/ Other common instructions Come in. Go out. Stand by your desks. Stand up. Sit down. Come to the front of the class. Put your hands up. Put your hands down. Hold your books/pens up. Show me your pencil. Classroom English | Classroom management Giving instructions Open your books at page 75. I want you all to join in. The whole class, please. All together now. Come out and write it on the board. Listen to the tape, please. Get into groups of four. Finish off this song at home. Everybody, please. Could you try the next one? I would like you to write this down. Would you mind switching the lights on? It might be an idea to leave this till next time. Who would like to read?/ Which topic will your group report on? Do you want to answer question 4? Can you all see the board? Sequencing First! First of all, today, ... After that!/ Then Right. Now we will go on to the next exercise. Have you finished? For the last thing today, let's ... Whose turn is it to read?/ Which question are you on?/ Next!/ Next one, please. Who hasn't answered yet? Let me explain what I want you to do next. The idea of this exercise is for you to ... You have ten minutes to do this. Your time is up. Finish this by twenty to eleven. Have you found the places? Are you all ready? Supervision Stop talking. Look this way. Listen to what ... is saying. Leave that alone now. Be careful. Questions Any questions? Do you have any questions? Now I'm going to ask you some questions. Who knows the answer? Raise your hand. Please raise your hand if you don't understand. Try to answer by yourself. Try again. A full sentence, please. Use a full sentence please. Make a sentence. Say it in a loud voice. Louder, please! Again, please. Responding to questions Yes, that's right. Fine. Almost. Try again. What about this word? Reference As I said earlier, ... While we're on the subject, ... In the background you can see ... The church was started in the last century. This is a picture of a typically English castle. Let me sum up. Encouragement That's interesting! That really is very kind of you. Don't worry about it. Don't worry. I'm sure you'll do better next time. I'm really impressed. I knew you could do it! Have a go! Have another try! Practise makes perfect. Good! Excellent! Well done! That's great! That's much better! You're really improving. Your marks will get better if you practise more. Stop making excuses. Don't pretend you can't speak English. I know you can. Your marks are getting better all the time. Classroom English | Error correction Giving feedback to students Magnificent! Right! Fine. Very good. That's very good. Great stuff! Well done. That's it. Yes! Yes, you've got it. Fantastic! Very fine. That's nice. I like that. Marvellous! You did a great job. Terrific! Wow! That's correct. Quite right That's right. That's quite right. That's quite right. It depends. That's much better. In a way, perhaps. You've improved a lot. Sort of, yes. That's more like it. It might be, I suppose. That's a lot better. You're on the right lines (UK). There's no hurry. Have a guess. That's almost it. You're halfway there. You've almost got it. You were almost right. There's no need to rush. We have plenty of time Unfortunately not. I'm afraid that's not quite right. Not quite right. Try again. Good try, but not quite right. You can't say that, I'm afraid. You can't use that word here. Have another try. Not really. Not exactly. Classroom English | Special situations Happy birthday! Merry Christmas! I hope you all have a good Christmas. Happy New Year! All the best for the New Year. Happy Easter. Tom has his 11th birthday today. Anna is eleven today. Let's sing 'Happy Birthday'. Cheerio now. God bless! Have a nice weekend. Thanks for your help. Best of luck. Good luck. I hope you pass. Congratulations! Well done! Hard lines! Never mind. Better luck next time. Do you feel better today? Are you better now? Have you been ill? What was the matter? I'll be back in a moment. Carry on with the exercise while I'm away. I've got to go next door for a moment. I'm afraid I can't speak any louder. I seem to be losing my voice. I have a headache. I'm feeling under the weather. Do you mind if I sit down? I have a sore throat. THE END OF THE LESSON | Classroom English PinClassroom Language - Created by 7ESL Time to stop Let's stop now. It's time to finish now. It's almost time to stop. I'm afraid it's time to finish now. We've run out of time. We'll have to stop here. There's the bell. It's time to stop. That's all for today. You can go now. Have you finished? Stop now. Any questions? Collect your work please. Pack up your books. One minute to finish that activity. It's nearly time to go. Are your desks tidy? Don't forget to bring your ... tomorrow. The next class is waiting (outside/ to come in) You'll be late for your next class (if you don't stop now) We'll have to finish this tomorrow in the next lesson Look at the time! What time is it now? That's all (we have time) for today. Not time to stop The bell hasn't gone yet. The lesson doesn't finish till ten past. Hang on a moment. We seem to have finished early. Just a moment, please. Just a sec/ Just a second/ Wait for it! There are still three minutes to go. Just hold on a moment. One more thing before you go. We still have a couple of minutes left. Your watch must be fast. We have an extra five minutes. Sit quietly until the bell goes. Tom, you have to stay five extra minutes (as I told you earlier/ because you...) Back to your places. Stay where you are for a moment. Homework Remember your homework. Take a worksheet as you leave. What do you have to do before the next lesson? This is your homework for tonight. Finish this exercise Do the next exercise tonight, and we'll check it tomorrow. Prepare the next chapter for Tuesday. Do exercise 5 on page 36 for your homework. There is no homework tonight (but there will be tomorrow) Next time The next class starts at 7 o'clock. We'll do the rest of this chapter next time. We've run out of time, so we'll continue next lesson. We'll continue this chapter next Monday. We'll do some more practice of this in the next class. We'll finish this exercise next lesson. We're going to continue with this tomorrow, so please sit together again. Goodbye Goodbye, everyone. See you again next Thursday/ next week/ tomorrow/ on Monday Have a good holiday. Enjoy your vacation. See you tomorrow afternoon. Stand up and say goodbye to the class, please See you in room 8 after the break. Leaving the room Form a queue (UK) and wait for the bell. Get into a queue (UK). Be quiet as you leave. Other classes are still working. Try not to make any noise as you leave. It's tidy up time Everybody outside! All of you get outside now! Hurry up and get out! Line up Classroom Language For English Teachers | Video 80%(5)/80% found this document useful (5 votes)6K viewsThis document contains common classroom instructions and phrases used by teachers. Some examples include asking students to be quiet, work in groups, open or close windows, help with transla...-Al-enhanced title and descriptionSaveSave Classroom Language: Teacher.pdf For Later80%80% found this document useful, undefined Home » Knowledge Base » Phrases » Greetings: Formal and Informal Greetin... In any situation when using the English language, there will be times that you are required to greet someone and it is therefore very important that you have this type of vocabulary under your belt. In this article, we will be looking at various greetings that can be used in a variety of situations when conversing with English speaking people. What Is A Greeting? PinFormal and Informal Greetings - Created by 7ESL A greeting is simply a way of saying hello to someone. In the English language, there are multiple ways in which this can be done. There are greetings which can be used in formal situations and also greetings which are used in a more friendly, informal setting. It is very important to be able to select an appropriate greeting for every situation. We will be looking at this a little more closely in the next section. Formal and Informal Greetings Formal Greetings When meeting someone under formal circumstances such as in a business meeting or meeting an important person for the first time, you might use some of these more formal greetings. If you are ever in any sort of doubt as to whether you should use a formal or informal greeting, it is always better to opt for the formal to avoid causing offence. If the situation calls for an informal greeting, the other speaker will likely signal this. Good morning/afternoon/evening/day - These formal greetings are used as a replacement for the word 'hello' and are often used in a formal setting depending on the time of day. Usually, before 12 pm, you say 'good morning,' after 12 pm you say 'good afternoon' and from around 6 pm you say 'good evening.' You can use the term 'good day' at any point during the morning or afternoon. How do you do? - This is still widely used in very formal situations. You are likely to hear a reply such as 'very well, thank you' when asking this question. Pleased to meet you - This is a greeting which is often used when meeting someone for the first time. It is common in formal circumstances but may also be used in a less formal situation on a first meeting. How are you doing? - This is a polite way of asking how someone is and is often used in conjunction with words like 'hello' or 'good morning/afternoon/evening' etc. Informal Greetings There are many more informal greetings in English than there are formal ones and this is because most situations call for a more laid back tone. We are now going to take a look at some informal greetings which you can use with English speaking friends, family or anyone else that you are familiar with. Hi - This word, which is another word for 'hello' is probably one of the most commonly used greetings in the English language and something you will hear very frequently. Hiya - This is another take on the above mentioned 'hi' and is commonly used in the UK. Hey (there!) - Another variation on the word 'hello', this is used as a friendly, upbeat greeting. How's it going? - This is an informal way to ask someone how they are and is used often in place of 'hello'. 'How you doing? - Once again, this is a way of asking how someone is and is something that is commonly said in English. Alright! - This is a very common greeting which is used to say hello to someone and is very common in the UK. 'Sup - More common in the USA, this greeting is a slang term meaning 'what's up?' Many people will use the term 'what's up' but often it is shortened to 'sup. Yo - This is another one which is more common in the USA, and is simply another way to say 'hey, what's up?' How's things/how's life? - Rather than asking the more formal question 'how are you?' many people use this less formal term. Long time, no see - This greeting is usually used when bumping into a person who you have not seen for a long time. Conclusion There are many ways in which you can greet someone using the English language. Depending on whether the situation is formal or informal will depend on what sort of greeting you use. There are so many to choose from that that you can truly make your greetings diverse and interesting.