

Unit 3 Language summary

Vocabulary

Nouns

apology
favor
miscommunication
mountain bike
sleeping bag
vending machine

Adjectives

broke
complicated
free (= not busy)
ready

Verbs

accept (an apology/an invitation/
a request)
act (out)
decline (a request)

do (a favor)
find (out)
finish
give (a gift)
give up
have (a party)
help (out)
ignore
look at
make (a phone call/a request/noise)
move (away)
nod
offer (an apology)
owe (an apology)
receive (a compliment/a gift/an
invitation/a phone call)
rephrase

return (a favor/a phone call/
a compliment)
shake
take back
take care (of)
turn down (an invitation)

Adverbs

before
completely
eagerly
recently

Expressions

Talking on the telephone

Hi, . . . This is . . .
Oh, hi, . . . What's up?

Making, accepting, and declining requests

Can I . . . ?/Could you . . . , please?
Yes./Sorry, but . . .
Is it OK if I . . . ?
Of course.
Would it be all right/OK if I . . . ?
Fine. No problem.
Do you mind if I . . . ?/Would you mind
if I . . . ?
No, I don't mind.
I was wondering if I could . . .
Sure, that's fine.

Thanking someone

Thanks a million./Thanks. I really
appreciate it.
Sure.

Making indirect requests

Could you tell . . . (that) . . . ?
Please tell . . . (that) . . .
Would you ask . . . if/whether/
to . . . ?
Can you tell . . . (not) to . . . ?
Can/Could you ask . . . if/
whether . . . ?
Please ask . . . if/whether . . .
Can/Could you ask . . . what/
when . . . ?

Apologizing

I'm sorry.
I'm really sorry.
Sorry.