**Dialogue Script**

A: "Hello, ABC Company."

B: "Hi, this is Janet from Consult R Us. May I speak with Alex please?"

A: "He's in a meeting right now. Would you like to leave a message?"

B: "Yes. Can you have Alex call me back when he is available? My name again is Janet, and he can reach me at 555-987-6543."

A: "It's Janet at 555-987-6543. Can I tell him what this is regarding?"

B: "He sent over a fax, and the last page didn't print out. I will need for him to resend the fax to me."

A: "I'll let him know."

B: "Thank you."

A: "Thank you for calling ABC."

B: "Good bye."

A: "Bye."

**Comprehension Quiz**

**1. Fill in the blanks**

A: "Hello, ABC Company."

B: "Hi, this is Janet ( ) Consult R Us. May I speak with Alex please?"

A: "He's in a meeting right now. Would you like to leave a message?"

B: "Yes. Can you have Alex call me back when he is ( )? My name again is Janet, and he can reach me at ( )-987-65( )."

A: "It's Janet at 555-987-6543. Can I tell him what this is regarding?"

B: "He sent over a fax, and the last page didn't ( ). I will need for him to resend the fax to me."

A: "I'll let him know."

B: "Thank you."

A: "Thank you for calling ABC."

B: "Good bye."

A: "Bye."

**2. Answer the question**

Q1. Who is Janet looking for?

Q2. Is Janet talking with Alex?

Q3. What is Alex’s company?

Q4. Who took the message?

Q5. What does Janet want Alex to do?

**Pictures**





 