

LESSON 31

Requests

(i) Help from a neighbour

- Mr. Gupta : (*rings the bell*) Rakesh, I'm sorry to trouble you at this early hour but I need your help urgently.
- Rakesh : Certainly! How can I help?
- Mr Gupta : Ankita has had a bad fall. She's hit her head on something sharp. She's bleeding profusely. I think she'll need some stitches. Could you rush us to a hospital, please?
- Rakesh : Give me a moment and I'll be there.
- Mr Gupta : Thanks very much.

Word/Phrase

Meaning

- | | |
|-----------------------|---|
| 1. bleeding profusely | when a lot of blood is lost, blood flowing continuously |
|-----------------------|---|

(ii) Taking advice on cooking

- Sujata : Hi Kavita! How are you?
- Kavita : I'm well thank you, Sujata.
- Sujata : I've been calling you but the line just doesn't connect when needed most.
- Kavita : Anything urgent?
- Sujata : Nothing really. Sunil has called some colleagues over for dinner. I thought I'll try out one or two of your special dishes. You know I'm not much of a cook.
- Kavita : Come on Sujata! What are you planning to serve?
- Sujata : I thought I'll try my hand at some Chinese cooking. Give me the recipe for spring rolls and sweet and sour vegetable.
- Kavita : You can borrow my Tarla Dalal's recipe book and follow the recipe to the letter. You will be able to turn out the most exotic dishes.
- Sujata : Thanks, Kavita. You've really saved the day.

Word/Phrase

Meaning

- | | |
|------------------|------------------------------|
| 1. colleagues | a person you work along with |
| 2. try my hand | try making |
| 3. to the letter | follow precisely, exactly |
| 4. exotic | out of the ordinary |
| 5. saved the day | been a great help |

(iii) Help from a teacher

Rina : Good morning, ma'am.
Teacher : Good morning.
Rina : Ma'am I need some help.
Teacher : Yes, what is it?
Rina : Ma'am, I have a few problems in statistics that I would like to get clarified.
When can I come to you for a few minutes.
Teacher : Come any day after the lunch break. I will be in the staff room.
Rina : Thank you, ma'am.

Word

1. clarify

Meaning

make clear, explain

(iv) Permission for an outing

Ravi : Dad !
Father: Hello, Ravi. How come you are up so early today?
Ravi : Dad, my friends are going for an outing to Badhkal Lake. Can I also go with them?
Father: Have you forgotten that your Aunt is coming from Mumbai and she'll be with us just for two days?
Ravi : Oh! I completely forgot. I don't think I'll go then. I'll persuade my friends to postpone the trip to next Sunday.

Word

1. persuade

2. postpone

Meaning

convince, influence

put off, reschedule

(v) Request for leave from office

Asst. Mgr. : May I come in, sir?
Gen. Mgr. : Yes.
Asst. Mgr. : Sir, I have come to request you to grant me three days leave from July 6th to 9th.
Gen. Mgr. : I hope all's well?
Asst. Mgr. : Sir, my mother had a minor accident. She slipped and fractured her ankle.
Gen. Mgr. : Give me the application. If you need any help please don't hesitate to ask.
Asst. Mgr. : Thank you, sir. That's very kind of you.

Word	Meaning
1. minor	small, not serious
2. hesitate	be reluctant, think twice
3. Asst. Mgr.	Assistant Manager
4. Gen. Mgr.	General Manager

(vi) Request for leave from school

Parent	:	May I come in?
Principal	:	Yes, please come in.
Parent	:	I am Mrs. Singh. My daughter Preeti is a student of class VIII A.
Principal	:	Yes, I can place her.
Parent	:	Madam there is a marriage in our family. I request you to kindly grant Preeti leave for a week from 14th to 21st September.
Principal	:	Leave the application in the office and <u>ensure</u> that she makes up the work that she will miss.
Parent	:	Thank you Ma'am. We'll see to it that she will not <u>lag behind</u> in her work.

Word/Phrase	Meaning
1. ensure	to make sure
2. lag behind	fail to keep up with others

(vii) Taking leave from a get-together

Uday	:	I'm sorry I must leave. My meeting starts in exactly fifteen minutes from now.
Anand	:	I wish you could have stayed longer.
Uday	:	I too wish I could have stayed. I was enjoying the afternoon, but all good things come to an end.
Anand	:	Bye. We will get together again.
Uday	:	Yes, we must. Thanks for coming even though it was for <u>a short while</u> . Good bye.

Word/Phrase	Meaning
1. get-together	informal meeting or a party
2. a short while	very little time

(viii) Invitation for a farewell party

- Mr. Rao : We are planning to have a farewell party for Mr. Gupta. I'd like you to look into the arrangements and send the invitation to him. If it's convenient for him, then please fix it for the 5th of September at six in the evening.
- Ravi : Yes, sir I'll do that. I'll also make all the arrangements.
- Mr. Rao : Don't forget to inform the rest of the staff.
- Ravi : I'll take care of that also.
- Ravi (on the telephone): Good afternoon. May I speak to Mr. Gupta, please?
- Mr. Gupta : Yes, it's Gupta speaking. May I know who's calling?
- Ravi : Sir, this is Ravi from Jay Engineering.
- Mr. Gupta : Hello, Ravi. How are you and how are things at the office?
- Ravi : Very well, thank you. Sir, we want to arrange a farewell for you on the 5th of September at six in the evening. Does that suit you?
- Mr. Gupta : Oh! That's very nice of you. Thank you. Yes, the date and time are fine. I'll be there.
- Ravi : Thank you sir. We look forward to seeing you. Good day.

Word	Meaning
1. farewell	send off
2. convenient	suitable

(ix) Invitation for a get-together

- Sita : Reena, I'm having a small get together on Saturday evening, at 4:30 p.m. I would like you to join us.
- Reena : Thank you very much for inviting me. What's the occasion?
- Sita : It's the last day of school, so I thought we could get together and celebrate.
- Reena : Who else is coming?
- Sita : Probably the entire class.
- Reena : That's great. I'll be there at 4:30 p.m. Do you need any help?
- Sita : Oh yes! I will need a lot of help.
- Reena : Alright, I'll come a little early.
- Sita : That will be simply wonderful. Thanks.

Word	Meaning
1. occasion	special event or ceremony

(x) Request to go for a concert



- Ravi : Sumit I have two tickets for Pandit Ravi Shankar's concert. Would you like to join me?
- Sumit : I would love to. When is it?
- Ravi : It's at six this evening at the Kamani Auditorium. We'll leave at five, so that we make it on time.
- Sumit : I'll be ready.
- Ravi : I never miss any of his concerts.
- Sumit : It will be my first experience today, thanks to you.

(xi) Seeking information about travel

- Stranger 1 : Excuse me. Could you please tell me how I can get to Delhi from Agra?
- Stranger 2 : You could take a bus, taxi or go by train.
- Stranger 1 : Are the buses on this route air-conditioned?
- Stranger 2 : Yes, some are.
- Stranger 1 : How frequently do they run?
- Stranger 2 : There is an AC bus to Delhi every hour.
- Stranger 1 : Thank you for the information.

Word

1. route
2. frequently

Meaning

- a way that you follow to get from one place to another
- at short intervals, often

(xii) Request for directions

A Chemist

- Mr. Rao : Excuse me. Is there a chemist in this area?
Ravi : Yes, there's one quite close to the Central Hall Library.
Mr Rao : Where's the library?
Ravi : Go straight down this road and at the first traffic light take a right turn. You'll see the Central Hall Library building on the left. Two shops away is the chemist.
Mr Rao : Thanks.

Word

1. chemist

Meaning

a person or shop dealing in medicines

A bus stop

- Mr. Rao : Excuse me. Where is the Inter State Bus Terminus?
Ravi : Oh! It's quite far from here.
Mr Rao : Can you tell me the quickest way of getting there?
Ravi : You'll have to go by an auto-rickshaw or take a local bus.
Mr Rao : Is there a direct bus?
Ravi : Yes, bus number 490 from the next stop will take you straight there.
Mr Rao : Thank you very much.

Word

1. terminus

Meaning

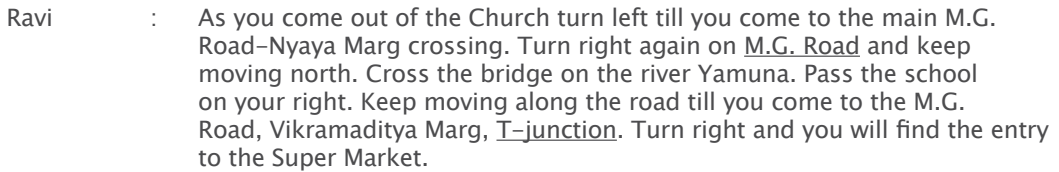
the last station at the end of a railway line, the last stop on a bus route

2. auto-rickshaw

light three-wheeled hooded vehicle

The Church, A Supermarket

- Mr Rao : Excuse me. How do I get to the church?
Ravi : Move straight along M.G. Road till you come to an overhead railway bridge. Go under the bridge and after a short distance you will be at the M.G. Road, Nyaya Marg crossing. Take a right turn from there. Move 200 yards on this road and you will find the church on your right.
Mr Rao : Sorry to trouble you, and how can I get to the super market from the church?



Meaning

- Spoken English - Section III 343