

Activity Type

Vocabulary Exercises: matching, gap-fill, answering comprehension questions, writing questions from prompts

Speaking: role-play, asking and answering questions (pair work)

Focus

Asking for and giving personal information

Aim

To learn and practice ways to ask for and give personal information.

Preparation

Make one copy of the two-page worksheet for each student.

Level

Pre-intermediate (A2)

Time

30 minutes

Introduction

This personal information worksheet helps students learn and practice ways to ask for and give personal information.

Procedure

Give each student a copy of the two-page worksheet.

First, students match personal information questions with suitable answers.

Exercise A - Answer key

1. b 2. d 3. f 4. a 5. c 6. h 7. e 8. g

Students then use words and phrases from a box to complete a conversation at a doctor's surgery where a receptionist is asking a patient for personal information.

Exercise B - Answer key

1. Good afternoon	6. address
2. details	7. Do you have
3. full name	8. ID card
4. date of birth	9. phone number
5. what is	10. What do you do

Next, students role-play the conversation with a partner and then practice the conversation again using their own personal information.

After that, students answer comprehension questions about the conversation.

Exercise C - Answer key

1. The receptionist asks for the patient's full name and date of birth.
2. The patient's middle name is Pablo and the surname is Diaz.
3. The patient was born in 1995.
4. The answer depends on the current year.
5. The patient lives on Calle de Atocha.
6. What do you do for work?
7. The patient is a teacher.
8. The patient works at the school across the street.

Students then move on to write personal information questions from prompts. Afterwards, check the questions as a class.

Lastly, students ask and answer the questions with a partner.

A. Match the personal information questions with the answers.

- | | |
|---|--|
| 1. What is your full name? | a. I am 28. |
| 2. Can I have your date of birth, please? | b. It's Zhang Wei Li. |
| 3. What is your address? | c. I am from China. |
| 4. How old are you? | d. Yes. It's the 29th March, 1991. |
| 5. Where are you from? | e. I am a policeman. |
| 6. Are you married? | f. It's 15 Sanlitun Road, Chaoyang, Beijing. |
| 7. What do you do for work? | g. I went to Tsinghua Academy. |
| 8. Where did you go to school? | h. No, I'm single. |

B. Complete the doctor's surgery conversation with the words and phrases from the box.

phone number	do you have	date of birth	what is	details
good afternoon	address	what do you do	ID card	full name

Receptionist: (1), how can I help you?

Patient: Hello. I would like to see the doctor, please.

Receptionist: OK, can I take some 2)?

Patient: Sure.

Receptionist: Can you give me your (3) and date of birth?

Patient: Sure, it's Alonso Pablo Diaz and my (4) is November 4, 1995.

Receptionist: Thanks. Also, (5) your address?

Patient: My (6) is 27 Calle de Atocha, Madrid, 28012.

Receptionist: Great. (7) an ID card?

Patient: Yes, I do. Here's my (8)

Receptionist: Thanks. Can I also take your (9)?

Patient: One moment, let me look for it. Ah, here it is. It's 9166457781.

Receptionist: OK. Nearly finished. Just one more question. (10) for work?

Patient: I am a teacher at the school across the street.

Receptionist: Thank you very much. Please take a seat and wait for your name to be called.


C. Now, role play the conversation with a partner. Then, practice the conversation again using your own personal information.

D. Answer the questions about the conversation at the doctor's surgery.

1. What are the first two details the receptionist asks for?

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2. What is the patient's middle name and surname?

.....

3. What year was the patient born?

.....

4. How old is the patient?

.....

5. What street does the patient live on?

.....

6. What is the last question the receptionist asks the patient?

.....

7. What is the patient's job?

.....

8. Where does the patient work?

.....

E. Now, write a personal information question for each prompt and then ask and answer the questions with a partner.

1. Name

2. Age

3. Date of birth

4. Address

5. Phone number

6. Email address

7. Hobbies

8. Education

9. Job

10. Family