

Module 13

Dialog 1: Before the show

SCRIPT:

Gabrielle: Did you want to see me?

Paul: Oh, yes, Gabrielle, please come in. We need some help here.

Gabrielle: Sure, how can I help?

Paul: Look at this schedule. There is a convention in October and there aren't enough sales representatives to cover all of them.

Gabrielle: But I'm not on the sales staff.

Paul: I see you've studied advertising and marketing. And we're opening for more sales people. There is such a good opportunity for you here.

Gabrielle: That's wonderful. What can I do for you?

Paul: There's a convention in Singapore on the sixteenth to the eighteenth of October. I'd like you to represent us. That's a big responsibility and I'm sure you can do it well.

Gabrielle: Well, is there a lot to learn?

Paul: There are a few things, but they aren't difficult.

Gabrielle: There's still some time before the convention. Anyway, shall I start now?

Paul: Of course, here are some reports on the convention in these files. You can study those beforehand.

Gabrielle: How long will the exhibition area last each day?

Paul: 10.30 am to 6.30 pm on Thursday and Friday and 10.30 am to 5.30 pm on Saturday

Gabrielle: No problem. I should think we'll be really busy on the Saturday.

Paul: I should think so, but I'm sure you'll be fine.

Gabrielle: Thank you, Paul. I'll do my best.