

## How to write a summary on Conversation/ Dialogue?

### Activity 05

#### Statements:

Summarize a story, **conversation**, play, informative speech or debate.



#### Instructions for Students:

1. Form groups.
2. Form learners' club.
3. Use phrases n chunking words while conversing.
4. Enrich vocabulary.
5. Read and understand the conversation.
6. Guess the missing dialogues, words or phrases in the dialogue writing.
7. Prepare on the given topic of debates.
8. Use dictionary for certain words for meaning and pronunciation.
9. Take active participation in role playing.
10. Develop the conversation by using your imagination.



### Solved Activity:

**Laurie:** So, what are your plans for this weekend?

**Christie:** I don't know. Do you want to get together or something?

**Sarah:** How about going to see a movie?

**Laurie:** That sounds like a good idea. Maybe we should go out to eat

**Sarah:** It is fine with me. Where do you want to meet?

**Christie:** Let's meet at Summer Pizza House. I have not gone there for a long time.

**Laurie:** Good idea again. I heard they just came up with a new pizza. It should be good because Summer Pizza House always has the best pizza in town.

**Sarah:** When should we meet?

**Christie:** Well, the movie is shown at 2:00PM, 4:00PM, 6:00PM and 8:00PM.

**Laurie:** Why don't we go to the 2:00PM show? We can meet at Summer Pizza House at noon. That will give us plenty of time to enjoy our pizza.

**Sarah:** My cousin Karen is in town. Can I bring her along? I hate to leave her home alone.

**Christie:** Karen is in town? Yes, bring her along.

**Sarah:** She will be happy to meet both of you again.  
OK Bye! See you all.



Summary on above conversation.

## WEEKEND PLANS

Here three friends Laurie, Christie, and Sarah are making plans for the coming weekend. Laurie is asking about what to do in the weekend.

Sarah is suggesting watching and enjoying a movie. All three friends agree with her and decided to watch a movie. They decided to meet at

Summer Pizza House and also enjoy delicious Pizza too. Thus, three friends planned their weekend.



### Learning Activity:

Read the conversation and write summary on it. Give a suitable title to it.

**Mike:** Good Morning, John. I am Mike.

**John:** Good Morning.

**Mike:** How are you doing?

**John:** I am doing fine. Thank you.

**Mike:** How was the traffic coming over here?

**John:** I am so glad that the traffic was light this morning. No traffic jam and no accidents.

**Mike:** That is good. John, let's start the interview. Are you ready?

**John:** Yes, I am.



**Mike:** First of all, let me properly introduce myself. I am the Finance Department Manager. As you know there is an open position in my department, and I need to fill this position as soon as possible.

**John:** Please, tell me a little bit about the position.

**Mike:** It is an entry-level position. The new employee will have to work closely with the Accounting department. He will also have to deal with the bank on a daily basis.

**John:** What type of qualifications do you require?

**Mike:** I require a four-year college degree in Finance. Some working experience would be helpful.

**John:** What kind of experience are you looking for?

**Mike:** Doing office work is good. However, since this is an entry-level position, I do not require a lot of experience. I am willing to train the new person.

**John:** That is great!

## Title: An interview

There is a conversation between John and Mike. John has come to give interview for the job. Mike who is the finance department manager is taking Johns interview. Mike has explained about the position of entry level and his requirements. He told that the new employee will have to work closely with the accounting department as well as with the bank on daily basis. Required 4 year College degree in finance and some working experience. John doesn't have any experience but mike is willing to train the new person.



## Practice:

-Complete the dialogues by using phrases n dialogues given in the bracket. And write summary on it.

(How are you? ,What about you? , through online , studies going on)

Minu:- Hello Nilu. \_\_\_?

Nilu:- I'm fine dear, \_\_\_?

Minu:- Me too fine. How are your \_\_\_?

Nilu :- My studies are going well. Due to pandemic, classes are being conducted online.

Minu:- Yes Nilu. I'm also studying \_\_\_\_\_

Nilu:- We are facing the same situation.



## Practice:

-Complete the dialogues by using phrases n dialogues given in the bracket. And write summary on it.

(How are you? ,What about you? , through online , studies going on)

Minu:- Hello Nilu. \_\_\_? **How are you?**

Nilu:- I'm fine dear, \_\_\_? **What about you ?**

Minu:- Me too fine. How are your \_\_\_? **studies going on ?**

Nilu :- My studies are going well. Due to pandemic, classes are being conducted online.

Minu:- Yes Nilu. I'm also studying \_\_\_\_\_ **through online.**

Nilu:- We are facing the same situation.

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