Teacher notes

Negotiating

Language point

Business English - Negotiating
Second conditional

Aim

To practise the second conditional.
To practise language for negotiating.

Activity

Students write and act out a dialogue.

Organization

Pair work

Preparation

Make enough copies of the activity for the number of students in your class.

Cut up the activity along the lines.

What do I do?

1  Put students into pairs.
2  Give the supplier card to one student in each pair and the customer card to the other.
3  Students roleplay the situation.
4  Now hand out the second half of the activity. Students write the dialogue they have just been roleplaying.
5  One pair acts out their dialogue for the rest of the class.
NEGOTIATING

supplier wants:
- payment in dollars
- customer to pay a 20% deposit immediately
- recommendation to other customers!

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customer wants:
- a discount for bulk purchase
- delivery earlier
- to extend the 1 year warranty period

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Supplier: I would like you to pay in dollars
Customer: If I paid in dollars, would you give me a discount for bulk purchase?
Supplier: Yes, that’s possible.

Customer: ———————————————————————————————————

Supplier: ———————————————————————————————————
Customer: ———————————————————————————————————
Supplier: ———————————————————————————————————
Customer: ———————————————————————————————————
Supplier: ———————————————————————————————————