

A cartoon illustration of three children with orange, brown, and blonde hair, all smiling and holding a large black sign. The sign has the words 'SPOKEN ENGLISH' written in white, bold, serif capital letters. The sign is underlined. The children are standing behind the sign, and their legs are visible at the bottom. Two pieces of white chalk are on the floor in the bottom right corner.

SPOKEN ENGLISH

# Ask for information



➤ Could you please?

Could you please give me all the data you have?



➤ Would you mind?

**Would you mind informing me of  
the consequences?**

➤ I wonder if you could?

**I wonder if you could hand me the  
fact sheet on Covid?**



➤ What do you know about?

**What do you know about Anuj's background?**



➤ **Do you have?**

**Do you have any information on  
the Namami Gange project?**

# Ask for instructions



➤ How do you?

➤ How do you operate this machine?



➤ What is the best way?

**What would you say is the best way to start this letter?**



➤ Can you show me?

Can you please show me how to fill  
this form?



➤ **Do you know?**

➤ **Do you know anything about taxes?**



➤ Could you help me ?

Could you help me fill out my  
return?



## ➤ How should I go about it?

**How should I go about asking for a raise?**



➤ Shall I ?

**Shall I speak to Rajdeep first?**



# Ask for questions



➤ Would you like to ask?

Would you like to ask anything?



➤ **Do you have any query?**

**Do you have any query on my presentation?**



➤ Is it clear?

Is everything clear?



➤ I'm ready to answer

I'm ready to answer any question  
you might have.



➤ Is there anything you'd like?

Is there anything else you'd like  
me to explain?





THANKS

