**Work Dialogue 4: Covering a Shift**

**First Listening:**

1. Who is calling?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. What is their relationship?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Second Listening:**

3. What does the man want?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Why does the man need Emma to cover the shift?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Third Listening:**

Try to guess what goes in the blanks. Listen again and compare your answers.

A: Hello.

B: Hi. Is this Emma?

A: It is. \_\_\_\_\_\_\_\_\_\_\_\_ is this?

B: It’s Matt from \_\_\_\_\_\_\_\_\_\_\_\_.

A: Oh hi, Matt. What’s \_\_\_\_\_\_\_\_\_\_\_\_?

B: Sandra \_\_\_\_\_\_\_\_\_\_\_\_ in \_\_\_\_\_\_\_\_\_\_\_\_ today and I was wondering if you could \_\_\_\_\_\_\_\_\_\_\_\_ her shift.

**Work Dialogue 4: Covering a Shift**

A: Hello.

B: Hi. Is this Emma?

A: It is. Who is this?

B: It’s Matt from work.

A: Oh hi, Matt. What’s up?

B: Sandra called in sick today and I was wondering if you could cover her shift.