

Course: Business English

Level 2

Day №9



Business Services

• Which of these services do you use in your business?

- Banking Services
- Airlines
- Language Schools
- Internet Providers

• What are the names of the supplier companies?

• Why did you choose those companies?

Read the description of each delivery service.
Use the expressions on the box as a guide.

Delivery Force

- A4 size from S\$50
- 10 pick-up points in Singapore

Guaranteed next-day delivery (within office hours 9Am- 6PM) Most deliveries before noon in major cities.

•Tel. 354-5676

Royal Star

Collects and delivers documents to the door
Guaranteed next-day delivery before 10am
3-day economy service also available

Prices start at S\$90

Tel: 433-9876

Fast/slow

cheap/expensive

convenient/inconvenient

direct

We decided to use... because:

1. _____

2. _____

3. _____

Communication Activity

Ben wants to send an important document to a very important customer in Thailand. The document must arrive before noon the next day. Which service do you think he should use?

NTN Express

Road express 1-/2-/3- or 4-day service to any country in S.E. Asia

We guarantee the cheapest price!

Call now: 986 9834

Delivery Force

- A4 size from S\$50
- 10 pick-up points in Singapore
- **Guaranteed** next-day delivery (within office hours 9Am- 6PM)
- Most deliveries before noon in major cities.
- Tel. 354-5676

Royal Star

Collects and delivers documents to the door
Guaranteed next-day delivery before 10am
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Prices start at S\$90
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Useful Language:

- I think NTN is the best because it's *cheaper/ the cheapest*.
- Ben should choose Royal Star because it's *more convenient/ the most convenient*.

Let's review comparatives and superlatives

Type	Adjective	Comparative	Superlative
One syllable	Fast		
Two syllables ending in -y	Noisy		
Two or more syllables not ending in -y	economical		
Irregular	Good Bad Fair		

Recall the difference between Delivery Force and Royal Star in terms of the following:

1. Price
2. Convenience
3. Service

Reading activity



BEN: Judy? Sorry to bother you. Do you know a good express delivery service?

JUDY: Well... we usually use Delivery Force...

BEN: I know. But I need to get this document to Bangkok by tomorrow morning.

JUDY: Try Royal Star then. They guarantee delivery by 10 o' clock the next morning. But Delivery Force is much cheaper and they will probably deliver in the morning anyway.

BEN: I think I'll use Royal Star. It's safer. I must get this document to Bangkok on time - whatever the cost. Where is their office? Do you know?

JUDY: Oh, Royal Star will come here to pick the document up.

BEN: Great. That's much more convenient.

Ben is talking to his colleague Judy about which delivery service to use- Delivery Force or Royal Star.

Listen and check (✓) the boxes in the table below:

	Delivery Force	Royal Star
cheaper		
safer		
more convenient		

Which did Ben choose?

B. Here are some of the things Ben and Judy said. Rearrange the words.

1. Much / is / Delivery Force/ cheaper

_____.

2. Use / I / think / Royal Star / I'll

_____.

3. that's / convenient / more / much

_____.

Communication Activity

Your company wants to hold a conference for about 100 people in Melville Town. Give your advice about renting a conference room. Then tell which do you think is best and why.

	Price	Quality	Speed
Event Management Inc.			
Park Hotel			
Northern Hotel			

Event Management Inc.
 Conference Center
 Large rooms for 200 people or more
 \$400 per hour
 Opposite Melville Town Station
 Tel: 04 467 0101

Northern Hotel
 3 conference rooms available
 Max. 30 people - \$100/hour
 Max. 50 people - \$150/hour
 Max. 100 people - \$200/hour
 15 minutes' drive from Melville Town Station

Park Hotel
 Conference room available
 For groups of up to 150 people
 Just \$140/hour
 10 minutes' walk from Melville Town Station

- ... cheaper than...
- ... the cheapest ...
- ... more convenient than ...
- ... the most convenient ...
- ... smaller than ...
- ... the smallest ...
- ... larger than ...
- ...the largest ...

***Thank you for
today!***

***I'm looking forward to
seeing you again!***