Greetings, Introducing oneself and others

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Formal Vs Informal speaking

Level of formality usually depends on:
1. The setting
2. The topic
3. The social relationship
4. The psychological attitude

example

<table>
<thead>
<tr>
<th>With this</th>
<th>pub</th>
<th>Bus stop, shop</th>
<th>boardroom, ceremonial reception</th>
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<tbody>
<tr>
<td>SETTING</td>
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<td>And this</td>
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<td>TOPIC</td>
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<td>With this</td>
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<td>SOCIAL</td>
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<td>RELATIONSHIP</td>
<td>Friends, child, close colleague</td>
<td>Stranger in street, taxi driver, customs officer</td>
<td>Senior colleague</td>
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<td>With this</td>
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<td>PSYCHOLOGICAL ATTITUDE</td>
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<td>You will probably choose</td>
<td>INFORMAL LANGUAGE</td>
<td>NEUTRAL LANGUAGE</td>
<td>FORMAL LANGUAGE</td>
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</table>

Do all four factors influence the way we speak, every time?

Why is it important to say the right thing at the right time?

Effective communication

Examples

**Informal**
- Sorry, gotta go.
- Wanna beer?
- He’s a pain in the neck.

**Formal**
- I’m afraid I’ve got to be going now.
- Could I offer you a beer?
- He has not been easy to deal with.
Task

Which of the following are polite, rude, or neutral remarks?
You look thin.
You look like you’ve gained some weight?
How much does your apartment cost?
Can you lend me $5 until next week?
Do your parents fight a lot? (To a classmate.)
What a beautiful baby you have.
How much did your shoes cost?
Do you have any children? Why not?
What religion are you? (At a cocktail party)
What grade did you get on your test? (to a fellow classmate)
That color doesn’t look good on you!

Greetings, preclosings, and closings

Greetings
- purposes: to establish contact with another person, to recognize his or her existence, and to show friendliness.
- greeting formulas are very specific and usually do not carry any literal meaning.
People say “Good morning” even if it is miserable day and may reply to “How are you?” with “Fine, thanks,” even if they aren’t feeling well.

Pre closings and closings

Usually people do not suddenly quit talking, say good-bye, and leave each other abruptly; ending a conversation normally takes some time. This involves two kinds of interactions: preclosings and closings.

Preslosings are phrases that signal the end of a conversation; closings are phrases that explicitly end the conversation.

Listen to the three following dialogues and discuss these questions beneath.

1. How do the speakers greet each other in each dialogue?
2. Identify the relationships of the speakers?
3. What can you say about the level of formality in each dialogue?

Dialog A
Mike: Say, Grace, how are you doing?
Grace: Mike! Hey, how are you?
Mike: Nice. Where are you going?
Grace: Over to Jerry’s. How about you?
Mike: Oh, I just got off work. Boy, I’m so hungry I could eat a horse!
Grace: Where are you working now?
Mike: J & L Steel. It’s a real pain. But I guess I shouldn’t complain. Lots of guys are out of work these days.
Grace: Yeah, that’s the truth. Well, I better let you go get some supper.*
Mike: Yeah, it was great seeing you again. Maybe we could get together sometime.
Grace: Sounds good. I’ll give you a call.
Mike: OK, Grace. Well, I’ll be seeing you.
Grace: OK, Mike. Enjoy your meal.
Mike: Thanks. Bye.
Grace: Bye.

Dialog B
(The telephone rings.)
Dean Schubert: Hello. This is Virginia Schubert.
Dean Schubert: Yes?
Fred Marshall: I heard about a strange animal at your house. Could I come and talk to you about it?
Dean Schubert: Yes, it certainly would make an amusing story! Can you come this afternoon at three o’clock?
Fred Marshall: Yes, that would be fine. Thank you very much. I’ll see you then.
Dean Schubert: You’re welcome. Good-bye.
Dialog C
Jack: Oh, my gosh, that's Susie Johnson!
Mike: What?
Jack: Over by the bananas. Come on, let's go say hello. (They go over to Susie.) Hey, Susie!
Susie: What? ... Jack!
Jack: Hey, how are you? (See, we haven't seen each other in... it must be close to three years!)
Susie: Well, how have you been?
Jack: OK.
Susie: Still working at Lammsons?
Jack: Let's not go into that. Oh, Susie, this is Mike, one of my buddies at work.
Susie: Hi, Mike.
Mike: Hi, how are you?
Jack: Gee, we ought to go somewhere to talk. How about Peter's Pub?
Susie: Sounds good. Just give me a minute to pick up a few things for dinner tonight.
Jack: OK. See you at the check-out stand.

Part A
GREETINGS
MORE
GREETING
FORMAL
Good morning.
Good afternoon.
Good evening.
What a pleasant surprise!
Hello, Robert.
How are you?
Hi, Bob.
How have you been?
What's happening?
What's new?
How are you doing?
How are you doing?
LESS
FORMAL
Long, time, no see.
Responses
Good morning.
Good afternoon.
Good evening.
Yes, it's been quite a while.
Hello, Kathryn.
Fine, thanks. And you?
Hi, Cathy.
Pretty good.
Not much.
Nothing.
OK.
Not bad.
Yeah!

Part B
PRECLOSINGS
MORE
FORMAL
Well, I'm afraid I have to be going. (I've got to get up early tomorrow.)
It's been a pleasure.
Thank you for the advice.
I really must go now.
(Stronger)
It was nice to see you.
(Note past tense)
Well, it's getting late.
I know you're busy... Nice to see you again.
Thanks for coming.
Maybe we could get together sometime.
Great seeing you.
I've really got to go.
Got to go now.
RESOURCES
Thank you for coming.
Yes, I've enjoyed it.
My pleasure.
It was good to see you.
May we can talk again.
Nice to see you again.
It was fun.
Sounds good.
Same here.
OK, see you.
See you again.

Part C
CLOSINGS
MORE
FORMAL
Until the next time... Good night, Bill.
Have a nice (weekend).
LESS
FORMAL
Talk to you later.
See you later.
RESPONSES
Good-bye.
Good night, Jean.
Good-bye, Ari.
You, too.
Bye. Take it easy.
So long. Take care.

Mini-roleplays
Directions: Discuss the situation with your partner and decide on the proper level of formality. You can use the suggested expressions if you want to. Then, practice and perform for the class and discuss your performance with your teacher and classmates.

Roleplay 1
Professor A and student B are in the corridor. B has a class in another building and is already late, but doesn't want to be rude to Professor A, who is very friendly and talkative this morning.

Useful expressions
Article on communication
1.
Get your comments (literary; class)

Roleplay 2
You are on your way to the bus stop to go downtown for a show that starts at eight o'clock. It is now seven thirty, and it takes fifteen minutes to get there. You meet an acquaintance who is obviously glad to see you and wants to talk for a while.

Useful expressions
Acquaintance
tele
Terrible hurry
Char for a bit
Last-minute engagement

Roleplay 3
A bus to delay B by talking while their friends finish preparations for B's surprise birthday party. B tries several pretexts, but A doesn't listen.

Useful expressions
1.
Did you hear about...?
Just one more thing.
Did you know...?
Great weather.
New haircut
Introducing oneself and others

Introductions

A formal introduction consists of two parts: giving the names and, if not provided by the context, some information about the people being introduced so they will have some common ground to begin a conversation. This information may include the relationship to the introducer.

Addressing systems

In any language or culture, as well as in English, people who do not know each other well or who differ in status use formal address: Title + family (last) name, for example, Dr. Johnson. Meanwhile, people who know each other well use first names in both formal and informal situations. However, this may not be always true in all situations. Can you give arguments to this?
Task
Listen to the following dialog and discuss these questions below.

1. Where are Mark and Edward? What are they doing?
2. How old are they?
3. How do they introduce themselves?
4. What do they call their professor?
5. What is the level of formality?
6. Paraphrase the last line of the dialogue.
7. Discuss nicknames in your language as compared with English.

The dialog
Mark: This seat taken?
Edward: No, help yourself. Haven't seen you before. You new in engineering?
Mark: Yeah, I just switched majors from computer science — too much math!
Edward: Well, don't expect it to be any better here! What's your name, anyway?
Mark: Mark. What's yours?
Edward: Edward, but everybody calls me "Chip."
Mark: Chip, huh? Well, I'm not going to tell you what my nickname is! Oh, here comes the professor. What's his name, anyway? Scarey, or something like that?
Edward: James Kerry. But we call him "Big Jim" because he's so short.
Mark: To his face?
Edward: No, are you kidding?