



GREETINGS

Free Transcript

James:

"Hey there! Welcome to the channel! Today, we're diving into something you use every single day—greetings in English. Whether you're meeting someone for the first time or just saying hi to a friend, knowing the right greeting can make all the difference."

If you want to follow along, we have a full transcript available for download, just go to our website [Learning English Topics.com](http://LearningEnglishTopics.com) – it's completely free.

"Stick around because by the end of this video, you'll be a pro at both formal and informal greetings in English. Ready? Let's get started!"

In the Coffee Shop

Amy:

Hi James, what's up?

James:

Morning Amy, I'm fine thanks.

Amy:

You don't look it – you look like you've got something on your mind. You know we are friends so you don't have to just say you're Ok, you can tell me if you have a problem.

James:

Ok I've been trying to make a video for YouTube, and I just can't get it right.

Amy:

Maybe I can help, what's the video about?

James:

I want to help people with their English – this video is about greetings in English. Greetings are one of the first things you learn when picking up a new language, but what a lot of people don't realize is that not all greetings are created equal! Depending on where you are, who you're talking to, and even the time of day, you'll want to choose the right type of greeting.

Amy:

Well, I definitely agree with that – working with customers all day means that I have to get my greetings right. It's the first impression people get of my business.

I think you should break your video down into formal and informal greetings.

I Think of formal as the serious, professional mode, and informal as the fun, casual mode. Sound good?

James:

Yea sounds great.

Amy:

Why don't we kick things off with formal greetings. Look over there those two men have just come in. It looks like they are here for a business meeting. Let's see how they greet each other.

I have to go and look after them. Stay here, I'll be back.

Businessman 1:

“Good morning, Mr. Smith. It's a pleasure to meet you. How are you today?”

Businessman 2:

“Good morning, I'm very well. And you?”

Businessman 1:

“I'm fine, thank you.”

Amy:

Good morning, gentlemen. Would you like a table for 2?

Businessman 1;

Yes, thank you.

Amy:

This way please.

James:

"Some great examples of formal greetings include:

'Good morning.'

'Good afternoon.'

'Good evening.'

Notice how they're all time-specific? 'Morning,' 'afternoon,' and 'evening.' You can't go wrong with these—they're safe, professional, and polite."

"Also, when you meet someone for the first time, you can say, 'It's a pleasure to meet you.' Or if you're meeting someone again, say, 'It's nice to see you again.'"

So formal greetings are pretty easy - nothing to it - just use time-specific words like good morning and add a question about how they are.

Two very important points though! never greet someone by saying good night - it means goodbye.

And most important when someone asks you how you are, they're just being polite, so don't tell them all your problems, they don't want to know. - just say I'm fine or I'm OK.

Amy:

Unless it's someone like your best friend or your mum - they'll want to know.

James

Yes, but then you would be using informal greetings instead, so let's talk about informal greetings. I think this is where you can help the most, Amy. You said that you are a bit of an expert in this. Could you give us some examples of the greetings you use.

Amy:

Well, if I know them well and they are younger, like me, I might say Hi or hey or hiya., then how's it going or what's up. What's happening or what's new. If I don't know them really well then I might just say morning, how are you today.

James:

Good morning is more of a formal greeting though.

Amy:

True but just saying morning without saying GOOD morning is in between, not so formal and a little bit informal, which is great for those people you want to be more friendly with but are not sure if they are ok with really informal language. And by saying how are you? and adding today it tells them that you remember them.

You can also use, hi, it's good to see you or how have you been in the same way.

Mrs. Davis:

Good morning, Amy.

Amy:

Good morning, Mrs. Davis, how are you this morning?

Mrs. Davis:

I'm very well, thanks.

Amy:

What can I get you this morning?

Mrs. Davis:

I'll have my usual coffee, please.

Amy:

Certainly Mrs. Davis, please take a seat and I'll bring it over for you.

Even the older customers like Mrs. Davis that come here a lot I still say good morning or good afternoon, but instead of how can I help you? I might say, what can I get you today? which is a little more friendly.

James:

What about people that you are seeing for the first time?

Amy:

I still use formal greetings with them, like good morning or good afternoon, how can I help you?

James:

Well thanks for your help Amy, I think that's plenty of options for us to choose from and I need to let you get on with your work.

Amy:

I hope that I helped you with your video - and you to improve your English - See you all soon!

At the TV Studio

James:

OK It's time for Recall It All! where we review today's topic. And you see how much you remember.

I am going to ask you some questions. Remember to answer in full sentences and speak clearly.

When we give you the answer, repeat it two or three times until you are sure that you have it right.

Are you ready for question 1?

Question 1

Why is the right greeting important for Amy?

Amy says that she doesn't want to look silly.

Amy says that it's the first thing a new customer sees of her business

Amy says that it's a game that she plays.

Amy says that it doesn't really matter.

Question 2

According to James, what should be avoided when greeting someone formally?

Saying "Good afternoon"

Saying "Good evening"

Saying "Good morning"

Saying "Good night"

Question 3.

What is an important rule to remember when someone asks, "How are you?" in a formal setting?

They want to know all your problems.

It's just a polite question, so give a simple answer like "I'm fine."

You should tell them about your day.

You should ignore the question.

Question 4.

According to Amy, when is it okay to share personal problems when asked "How are you?"

In a business meeting

With a best friend or family member

In formal situations

With strangers

Question 5.

In a formal greeting, which of these phrases could you use when meeting someone for the first time?

"What's up?"

"It's nice to see you again."

"It's a pleasure to meet you."

"How's it going?"

Question 6.

What does Amy suggest when you want to greet someone in a way that's not too formal but not fully informal?

Just say "Morning" instead of "Good morning"

Say "Good evening"

Use "What's happening?"

Ask "What's new?"

Question 7.

Which of the following are informal greetings that Amy suggests?

“Hey, how’s it going?”

“Hi, what’s up?”

“Hiya, what’s happening?”

“How are you today?”

James:

So how did you do?

Are you a champion of greetings? If you are, you should be here on the podium with me.

If not just remember you can watch the video many times until you’re an expert.

Well, that’s all the time we have for this video. Join us on the next one to keep improving your English!

Goodbye until next time! and please remember to leave a like and subscribe before you go!