

get a move on

go faster



MORE EXAMPLES 🗨️

“The movie is going to start soon. Let’s **get a move on** or we’ll be late.”

“We have to **get a move on** if we want to finish by Wednesday.”

For *by Wednesday*, see page 117

that's K for Korea

Say this to help people understand the spelling of a word.



MORE EXAMPLES

A: "What's your email address?"

B: "It's alan76@hotmail.com. **That's A for Africa, L for London, A for Africa, N for Norway, the number 76, at hotmail dot com.**"

A: "My address is 22 Elm Street."

B: "Sorry, what street?"

A: "Elm. **That's E for England, L for London, M for Mexico.**"

How can I help you?

This is often used when answering the phone in a workplace.



MORE EXAMPLES

“Good afternoon. ABC Marketing. **How can I help you?**”

“IMG Computers. This is Mary speaking. **How can I help you?**”

it's for you
the caller wants to speak to you



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“Could you ask Chris to come to the phone?
It's for him. It's his mother.”

A: “The phone is ringing.”

B: “I'll get it. I think **it's for** me.”

For *I'll get it*, see page 61

in an hour

one hour **after now**

NOT an hour later; NOT after an hour



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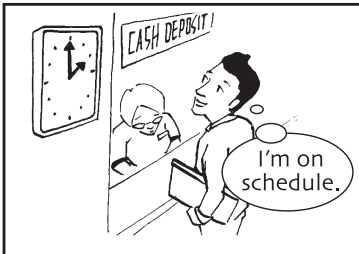
“She hasn’t arrived yet. She’ll be here **in** 10 minutes.”

“He is almost finished with high school. He will graduate **in** a few months.”

For a different meaning of *in*, see page 215

ahead of / on / behind schedule

faster than planned / as planned /
slower than planned



MORE EXAMPLES

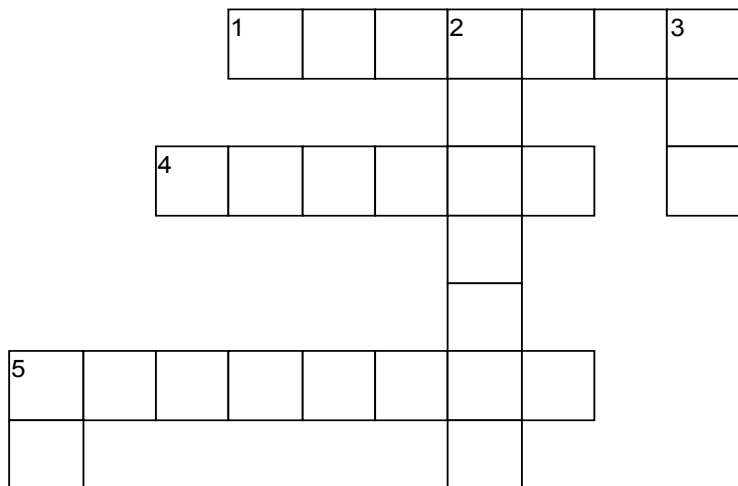
"Please drive faster. We are **behind schedule**."

A: "How's the project coming along?"

B: "Fine. Everything is **on schedule**."

For *coming along*, see page 228

Grab a Pencil! • Puzzle #2



ACROSS

- 1) "Don't forget to finish the report tomorrow."
 - "I've already finished. I'm ___ ___ schedule."
- 4) (on the phone) "Can I speak to Jane?" ▪ "One moment, please.... Jane! ___ ___ you."
- 5) (on the phone) "Good afternoon. This is the Hinton Hotel. How can ___ ___ ___?"

DOWN

- 2) "Hurry up! We have to get ___ ___ ___."
 - "Okay. I'll get my coat quickly."
- 3) "My name is Sam. That's S ___ Sweden, A, M."
- 5) "I am driving to work now. I will arrive at work ___ 15 minutes."

For answers, see page 365