



Asking for Permissions

PERTEMUAN KE 3

Asking for Permissions

- The functions of using asking for permissions if as a staff in Industry
- Example conversation asking for permissions



What is the functions of Asking permission?



Expressions of Asking permission

Excuse me,.....

Do you mind.....?

Is it OK if.....?

Is it alright if.....?

May I.....?

Could I.....?

Would be ok if..... ?

Responses asking for permission

- Sure
- Of Course
- Alright
- No problem
- Go ahead
- As you wish



Conversation

Front Desk

Staff: Is it ok if I make a copy of your passport?

Guest: Sure whatever you need

FB Staff

Staff: May I Pour you more water, ma'am?

Guest: Sure

MICE

Staff: Do you mind if I chop your ticket?

Guest: Here you go

Tour Guiding

Staff: May I send the tour plan for this week?

Guest: Of course

Health and Leisure

Staff: May I borrow your pen?

Guest: Absolutely yes

Work Sheet 1

Alright	pour	ok	use	friend
Mind	could	would	window	this

1. Is it.....if Ithe restroom?
2. Do you.....mind if I move.....vase over there?
3.I pour you more coffee sir?
4. Would it be.....if I opened the.....?
It's hot in here
5.it be OK if my.....joined us on the tour?

Work Sheet 2

Match the appropriate responses with the questions. Put the correct number of the question the line

QUESTION	ANSWER
1. Would it be OK if I smoked here?	A. Of course sir
2. Is it OK if I borrow your pen for a couple of minutes	B. You can leave it with us sir, but it should be moved behind the counter so it doesn't get in the way, if that's OK with you?
3. Do you mind if I copy your credit card for our records?	C. Yes, actually. I would prefer if you didn't
4. Would it be alright if we removed that ugly painting over the bed during our stay here?	D. I'm sure it would be OK, but let me check with management to be sure and I'll get back to you
5. Is it possible for me to leave my luggage here for 30 minutes or so?	E. I'm sorry sir, but this is a no smoking area

😊 END 😊

