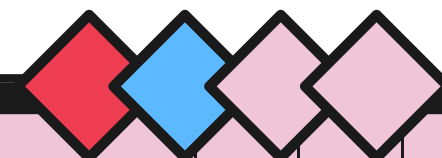




# UNIT SCHOOL

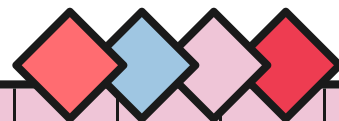
เรื่อง บทสนทนา  
ภาษาอังกฤษพิชิต ก.พ.

จัดทำโดย กลุ่มความร่วมมือระหว่างประเทศ สำนักวิชาการและแผนงาน

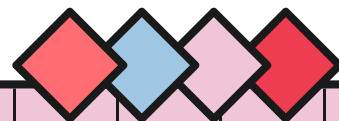


ข้อสอบ กพ. ภาษาอังกฤษ ออกอะไรบ้าง ?

- ◆ **CONVERSATION** 5
- ◆ **VOCABULARY** 5
- ◆ **GRAMMAR** 5
- ◆ **READING** 10



# Conversation (บทสนทนา)



# CONVERSATION

ทริคการทำข้อสอบสำหรับ 5 สถานการณ์ที่พบได้บ่อยในข้อสอบ ก.พ.

- a. การสัมภาษณ์งาน – Job Interview (แนะนำตัว/ประวัติ)
- b. การถามทางและการเดินทาง – Directions & Transport
- c. การท่องเที่ยวและการจองที่พัก – Travel & Booking
- d. การประชุมและโครงการ – Meetings & Projects
- e. การสนทนาทางโทรศัพท์ – Telephone Conversation

✓ **ไวยากรณ์ที่ซ่อนในบทสนทนา (Embedded Grammar in Conversation)**

✓ **คำศัพท์ สำนวน และกริยาวลี (Vocabulary, Idioms & Phrasal Verbs)**

# CONVERSATION

## Before choosing the answer, think about:

- What are they doing? (พวกเขากำลังทำอะไร)
- Who are they talking about? (พวกเขากำลังพูดถึงอะไร)
- What is the situation? (สถานการณ์ที่เกิดขึ้นคืออะไร)

### Tip

*Understand the situation first, then choose the best answer.*  
(มองสถานการณ์ให้ออกก่อน จากนั้นค่อยเลือกคำตอบที่เหมาะสมที่สุด)

# JOB INTERVIEW

## ✓ ความสำคัญ

- ออกข้อสอบทุกปี – ไม่เคยขาด
- มีโครงสร้างชัดเจน ทำให้คาดเดาคำถาม-คำตอบได้
- นำไปใช้สมัครงานจริงได้ทันที
- เน้นทดสอบทั้งคำศัพท์ สำนวน และความเข้าใจบริบท

## ✓ จุดสังเกต 4 ข้อ

1. เห็น 'introduce yourself' หรือ 'tell me about yourself' = สัมภาษณ์งานแน่นอน
2. ฟังหนึ่งถามคำถาม อีกฟังตอบยาวๆ มีประวัติ
3. มีคำว่า experience ประสบการณ์ / degree วุฒิการศึกษา / qualification คุณสมบัติ/  
position ตำแหน่ง
4. ปิดด้วย 'get back to you' หรือ 'contact you later' จะติดต่อกลับไป

# JOB INTERVIEW

Introduce (v.)

แนะนำตัว / แนะนำคน

- Could you please introduce yourself?

Graduate (v.)

จบการศึกษา

- I graduated from Chulalongkorn University.

Qualification (n.)

คุณสมบัติ วุฒิ

- Do I meet the qualifications?

Vacancy (n.)

ตำแหน่งงานว่าง

- There is a vacancy in our department.

# CONVERSATION

**Part 1: Select the most appropriate choice for each item. (Q1-Q5) .**

A: Good afternoon. How are you?

B: I'm pretty good. Thank you.

A: That's great. **Could you please \_\_\_(1)\_\_\_?**

B: Let me **introduce** myself. My name is Lisa. I'm 29 years old. I \_\_\_(2)\_\_\_ California and I was studying there until **I graduated from a high school**, then I have lived in New York for many years.

A: How about \_\_\_(3)\_\_\_?

B: I have no brothers or sisters. My mom is a housewife, and my dad is a professor in a college.

A: Could you please tell me more about your \_\_\_(4)\_\_\_ background?

B: **I graduated with a bachelor degree** in science field at New York **University**. When I was studying in the university, I was a part of student committee and I was a class representative.

A: How about your work experience?

B: I worked at NYC laboratory as a scientist for 5 years. Now \_\_\_(5)\_\_\_ at BCC Chemical Company as a chemical scientist.

A: Alright, I will **get back to you** about the interview result. Thank you for coming today.

# CONVERSATION

A: That's great. Could you please \_\_\_(1)\_\_\_?

B: Let me introduce myself. My name is Lisa. I'm 29 years old.

1. Please use conversation above.

- a. tell me your background
- b. tell me your story
- c. introduce myself
- d. introduce yourself

# CONVERSATION

A: That's great. Could you please introduce yourself?

B: Let me introduce myself. My name is Lisa. I'm 29 years old.

1. Please use conversation above.

- a. tell me your background
- b. tell me your story
- c. introduce myself
- d. introduce yourself**

# CONVERSATION

B: I'm 29 years old. I \_\_\_(2)\_\_\_ California and I **was** studying there until I **graduated** from a high school.

2. Please use conversation above.

a. come from

V1

b. leave for

V1

c. was in

d. were in

**was** ใช้กับประธานเอกพจน์  
>> I, He, She, It

**were** ใช้กับประธานพหูพจน์  
>> You, We, They,

# CONVERSATION

B: I'm 29 years old. I was in California and I was studying there until I graduated from a high school.

2. Please use conversation above.

- a. come from
- b. leave for
- c. was in**
- d. were in

# CONVERSATION

A: How about \_\_\_(3)\_\_\_?

B: I have **no brothers or sisters**. **My mom** is a housewife, and **my dad** is a professor.

3. Please use conversation above.

a. your parents' career

อาชีพของพ่อแม่คุณ

b. your family background

ภูมิหลังครอบครัว

c. your family situation

สถานการณ์ครอบครัวคุณ เช่น married divorced

d. your parents' life

ชีวิตของพ่อแม่คุณ เช่น He/She is fine

# CONVERSATION

A: How about your family background?

B: I have no brothers or sisters. My mom is a housewife, and my dad is a professor.

3. Please use conversation above.

a. your parents' career

อาชีพของพ่อแม่คุณ

**b. your family background**

**ครอบครัวทั้งครอบครัว ไม่ใช่แค่พ่อแม่**

c. your family situation

สถานการณ์ครอบครัวคุณ

d. your parents' life

ชีวิตของพ่อแม่คุณ

# CONVERSATION

A: Could you please tell me more about your \_\_\_(4)\_\_\_ background?

B: I **graduated** with a bachelor degree in science field at New York University.

4. Please use conversation above.

a. education

(น)การศึกษา

b. study

(V)เรียน

c. university

(V)มหาวิทยาลัย

d. learning

(N) การเรียนรู้

# CONVERSATION

A: Could you please tell me more about your education background?

B: I graduated with a bachelor degree in science field at New York University.

4. Please use conversation above.

a. **education**

b. study

c. university

d. learning

# CONVERSATION

A: How about your work experience?

B: I worked at NYC laboratory as a scientist for 5 years.

Now \_\_\_(5)\_\_\_ at BCC Chemical Company.

5. Please use conversation above.

- a. I'm working
- b. I was working
- c. I have been working
- d. I worked

# CONVERSATION

A: How about your work experience?

B: I worked at NYC laboratory as a scientist for 5 years.

Now I'm working at BCC Chemical Company.

5. Please use conversation above.

a. I'm working

**Continuous tense**

b. I was working

**S + is/am/are + ving + O**

c. I have been working

**Now/ Right now/ at the moment**

d. I worked

# DIRECTIONS & TRANSPORT

## ✓ ความสำคัญ

- ออกสอบบ่อย เกือบทุกชุดข้อสอบ
- โทณภาษาเป็นกันเองกว่า Job Interview แต่ยังสุภาพ
- นำไปใช้ในชีวิตประจำวันได้ทันที
- ทดสอบคำศัพท์เฉพาะของการเดินทาง

## ✓ จุดสังเกต 4 ข้อ

1. ส่วนมากมักเริ่มด้วย '**Excuse me**' เป็นคำเปิด
2. มีชื่อ**สถานที่**จุดสังเกต เช่น bus stop, museum
3. มีคำกริยาบอกทิศทาง: **go, turn, cross**
4. มีคำถามเรื่องเวลา **ระยะทาง/ far / near** หรือค่าโดยสาร **fare**

# DIRECTIONS & TRANSPORT

Destination (n.) **จุดหมายปลายทาง**

- It depends on your destination.

Intersection (n.) **สี่แยก ทางแยก**

- Cross over at the intersection.

Fare (n.) **ค่าโดยสาร** (ใช้กับ bus/taxi/train fare เท่านั้น)

- The fare is about 15 Baht.

Recommend (v.) **แนะนำ (มั่นใจว่าดี) < Advise**

- I recommend going by underground.

# CONVERSATION

**Part 1: Select the most appropriate choice for each item. (Q1-Q5) .**

A: **Excuse me.** Could you tell me where the bus stop is?

B: Of course, you \_\_\_(1)\_\_\_ on that white **building** and **turn left at the corner**. Then **cross over** the road at \_\_\_(2)\_\_\_ . The bus stop is on your right side.

A: Do you know how much the fare is?

B: It depends on your \_\_\_(3)\_\_\_ . Where are you going?

A: I'm going to **national museum**.

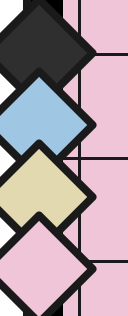
B: The fare is about **10-15 Baht**.

A: How long does it take? I have an appointment with my friend. I'm \_\_\_(4)\_\_\_ of being late.

B: It spends 20-30 minutes from the bus station. If the traffic is heavy, it will spend almost one hour. I \_\_\_(5)\_\_\_ going by underground. It's faster than the bus. The underground station is next to the **bus stop**.

A: That's a great idea. Thank you very much.

B: You're welcome.



# CONVERSATION

A: Excuse me. Could you tell me where the bus stop is?

B: Of course, you \_\_\_(1)\_\_\_ on that white building and turn left at the corner.

1. Please use conversation above.

- a. go away
- b. go straight
- c. go forward
- d. go through

# CONVERSATION

A: Excuse me. Could you tell me where the bus stop is?

B: Of course, you **go straight** on that white building and turn left at the corner.

1. Please use conversation above.

- |                       |  |
|-----------------------|--|
| a. go away            | ไปให้พ้น ใช้ตอนไล่ ไม่ใช่บอกทาง              |
| <b>b. go straight</b> | <b>เดินตรงไป</b>                             |
| c. go forward         | ไปข้างหน้า แต่ใช้กับแนวคิด ไม่ใช่บอกทางบนถนน |
| d. go through         | ทะลุผ่าน                                     |

# CONVERSATION

B: ...turn left at the corner. Then **cross** over **the road** at \_\_\_(2)\_\_. The bus stop is on your right side.

2. Please use conversation above.

- a. the interruption
- b. the intermediary
- c. the interview
- d. the intersection

# CONVERSATION

B: ...turn left at the corner. Then cross over the road at the intersection. The bus stop is on your right side.

2. Please use conversation above.

a. the interruption

การขัดจังหวะ

b. the intermediary

คนกลาง

c. the interview

การสัมภาษณ์

d. the intersection

ทางแยกหรือสี่แยก

# CONVERSATION

A: Do you know how much the **fare** is?

B: It depends on your \_\_\_(3)\_\_. Where are you going?

3. Please use conversation above.

a. direction

(น) ทิศทาง

b. target

(น) เป้าหมาย

c. destination

(น) จุดหมายปลายทาง

d. objective

(น) วัตถุประสงค์

# CONVERSATION

A: Do you know how much the fare is?

B: It depends on your destination. Where are you going?

3. Please use conversation above.

a. direction

b. target

c. **destination**

d. objective

# CONVERSATION

A: How long does it take? I have an appointment with my friend.

I'm \_\_\_(4)\_\_\_ of being late.

4. Please use conversation above.

- a. annoyed
- b. bored
- c. terrible
- d. afraid

# CONVERSATION

A: How long does it take? I have an appointment with my friend.  
I'm afraid of being late.

4. Please use conversation above.

a. annoyed

รำคาญ

b. bored

เบื่อ

c. terrible

แย่มาก

d. afraid

กังวลว่าจะ... → Afraid of ต้องตามด้วย V-ing เท่านั้น

# CONVERSATION

B: If the traffic is heavy, it will spend almost one hour.

I \_\_\_(5)\_\_\_ going by underground. It's faster than the bus.

5. Please use conversation above.

- a. recommend
- b. suggest
- c. advise
- d. introduce

# CONVERSATION

B: If the traffic is heavy, it will spend almost one hour.

I recommend going by underground. It's faster than the bus.

5. Please use conversation above.

a. recommend

แนะนำ

b. suggest

ใช้ตอนนำเสนอไอเดีย

c. advise

แนะนำกับเรื่องจริงจัง เช่น สุขภาพ การเงิน

d. introduce

แนะนำให้รู้จัก

# TRAVEL & BOOKING

## ✓ ความสำคัญ

- ออกสอบควบคู่กับการถามทาง เป็นชุดข้อสอบหลัก
- โทณภาษาสุภาพแบบบริการ
- เน้นทดสอบ Recommend / Suggest / Advise
- คำศัพท์เฉพาะของโรงแรม การท่องเที่ยว

## ✓ จุดสังเกต 4 ข้อ

1. มีคำว่า 'place to visit' หรือ 'place to go'
2. ระบุประเภทสถานที่: nature, culture, beach, museum
3. พูดถึงที่พัก: hotel, accommodation, stay
4. ขอคำแนะนำ: Would you mind + ving, Could you recommend+ving

# TRAVEL & BOOKING

Accommodation (n.)

(น) ที่พัก

- How about accommodation? I'd like to stay 2 days.

Reservation (n.)

(น) การจอง

- I'll make a room reservation.

Attraction (n.)

(น) สถานที่ท่องเที่ยว

- Bangkok has many attractions.
- Tourist attraction = แหล่งท่องเที่ยว

One way (adj.)

เที่ยวเดียว ตรงข้าม round trip = ไป-กลับ

- 150 Baht for one way.

# CONVERSATION

## Part 1: Select the most appropriate choice for each item. (Q1-Q5) .

A: Excuse me, I'm looking for a **place to visit**, but I don't have any ideas. Would you mind suggesting me?

B: Of course, there are many \_\_\_(1)\_\_\_ **places**. What kinds of place would you like to go?

A: I'd like to go to the place full of **nature** or culture. I don't like an adventure.

B: No problem. I would like to \_\_\_(2)\_\_\_ Samed Island. It's a **beach** with white sand and full of nature. It's not far from Bangkok. It spends about 2 hours to go there.

A: That's great. It's not too long \_\_\_(3)\_\_\_. **How can I get there?**

B: You can buy a ticket here. It costs 150 Baht for one way, then you take a VIP bus in front of the hotel. When you arrive at the port, the blue ferry will be waiting there for you.

A: How about \_\_\_(4)\_\_\_? I would like to stay there for 2 days.

B: I will call Sabai **Hotel** and make a room \_\_\_(5)\_\_\_ for a night. The hotel is in front of the island. You can see it easily.

A: Ok. Thank you very much.

B: With my pleasure.

# CONVERSATION

A: I'm looking for a place to visit, but I don't have any ideas.  
Would you mind suggesting me?

B: Of course, there are many \_\_\_(1)\_\_\_ places. What kinds of place  
would you like to go?

1. Please use conversation above.

- a. frightening
- b. bored
- c. interesting
- d. disgusted

# CONVERSATION

A: I'm looking for a place to visit, but I don't have any ideas.  
Would you mind suggesting me?

B: Of course, there are many **interesting** places. What kinds of place would you like to go?

1. Please use conversation above.

- |                       |                |
|-----------------------|----------------|
| a. frightening        | น่ากลัว        |
| b. bored              | รู้สึกเบื่อ    |
| <b>c. interesting</b> | <b>น่าสนใจ</b> |
| d. disgusted          | รู้สึกขยะแขยง  |

# CONVERSATION

A: I'd like to go to the place full of nature or culture. I don't like an adventure.

B: No problem. I would like to \_\_\_(2)\_\_\_ Samed Island. It's a beach with white sand and full of nature.

2. Please use conversation above.

- a. criticize
- b. recommend
- c. introduce
- d. advise

# CONVERSATION

A: I'd like to go to the place full of nature or culture. I don't like an adventure.

B: No problem. I would like to **recommend** Samed Island.  
It's a beach with white sand and full of nature.

2. Please use conversation above.

a. criticize

วิจารณ์ ตำหนิ

**b. recommend**

c. introduce

d. advise

# CONVERSATION

B: It spends about 2 hours to go there.

A: That's great. It's not too long \_\_\_(3)\_\_\_. How can I get there?

3. Please use conversation above.

- a. distance
- b. range
- c. path
- d. section

# CONVERSATION

B: It spends about 2 hours to go there.

A: That's great. It's not too long distance. How can I get there?

3. Please use conversation above.

a. distance

ระยะทาง

b. range

ขอบเขต

c. path

เส้นทาง

d. section

ส่วน

# CONVERSATION

B: When you arrive at the port, the blue ferry will be waiting there for you.

A: How about \_\_\_(4)\_\_\_? I would like to stay there for 2 days.

4. Please use conversation above.

- a. compensation
- b. declaration
- c. attraction
- d. accommodation

# CONVERSATION

B: When you arrive at the port, the blue ferry will be waiting there for you.

A: How about accommodation? I would like to stay there for 2 days.

4. Please use conversation above.

a. compensation

ค่าชดเชย

b. declaration

การประกาศ

c. attraction

สถานที่ท่องเที่ยว

**d. accommodation**

**ที่พัก**

# CONVERSATION

A: I would like to stay there for 2 days.

B: I will call Sabai Hotel and make a room \_\_\_(5)\_\_\_ for a night.

5. Please use conversation above.

- a. reservation
- b. exhibition
- c. vacation
- d. destination

# CONVERSATION

A: I would like to stay there for 2 days.

B: I will call Sabai Hotel and make a room reservation for a night.

5. Please use conversation above.

a. reservation

การจอง

b. exhibition

นิทรรศการ

c. vacation

วันหยุดพักผ่อน

d. destination

จุดหมายปลายทาง

# MEETINGS & PROJECTS

## ✓ ความสำคัญ

- ออกในรูปแบบ Long Conversation
- มีโครงสร้างชัดเจน เปิดประชุม รายงาน มอบหมาย ปิดประชุม
- ใช้คำศัพท์ธุรกิจเฉพาะ
- ที่ทดสอบบ่อยคือ – ใครเป็นผู้นำประชุม ใครรายงานอะไร ใครต้องทำอะไรต่อ ภายในเมื่อไหร่

## ✓ จุดสังเกต 4 ข้อ

- 1. เห็นคำ: agenda, meeting, project, budget
- 2. หลากคนพูดสลับกัน – Manager + Staff
- 3. มีการมอบหมายงาน: Could you please / I'll assign
- 4. มี deadline ชัดเจน

# MEETINGS & PROJECTS

Agenda (n.) วาระการประชุม

- Today's agenda is the Q3 update.

Minutes (n.) รายงานการประชุม

- Could you take the minutes?

Schedule (n.) ตารางเวลา / กำหนดการ

- We're on schedule.

Allocate (v.) จัดสรร

- We've used 60% of the allocated budget.

# CONVERSATION

**Part 1: Select the most appropriate choice for each item. (Q1-Q5) .**

**Manager:** Good morning everyone. Let's \_\_\_(1)\_\_\_ started.  
Today's \_\_\_(2)\_\_\_ is the Q3 project update.

**Staff A:** The design team has completed the mockups. We're \_\_\_(3)\_\_\_ schedule.

**Manager:** Great. What about the budget, Khun Priya?

**Staff B:** We've used about 60% of the allocated budget so far.

**Manager:** Good. We need to present the progress report to the director by Thursday. Khun Priya, could you please \_\_\_(4)\_\_\_ the figures?

**Staff B:** Of course. I'll have it \_\_\_(5)\_\_\_ by Wednesday.

# CONVERSATION

Manager: Good morning everyone. Let's \_\_\_(1)\_\_\_ started.

Today's \_\_\_(2)\_\_\_ is the Q3 project update.

1. Please use conversation above.

- a. get
- b. got
- c. getting
- d. to get

# CONVERSATION

Manager: Good morning everyone. Let's **get** started.

Today's \_\_\_(2)\_\_\_ is the Q3 project update.

1. Please use conversation above.

- a. **get**
- b. got
- c. getting
- d. to get

# CONVERSATION

Manager: Today's \_\_\_(2)\_\_\_ is the Q3 project update.

2. Please use conversation above.

- a. propaganda
- b. agenda
- c. tragedy
- d. dilemma

# CONVERSATION

Manager: Today's agenda is the Q3 project update.

2. Please use conversation above.

a. propaganda

การโฆษณาชวนเชื่อ ใช้ทางการเมือง

**b. agenda**

**วาระการประชุม**

c. tragedy

โศกนาฏกรรม

d. dilemma

ภาวะกลืนไม่เข้าคายไม่ออก

# CONVERSATION

Staff A: The design team has completed the mockups.  
We're \_\_\_(3)\_\_\_ schedule.

3. Please use conversation above.

- a. in
- b. on
- c. at
- d. under

# CONVERSATION

Staff A: The design team has completed the mockups.  
We're on schedule.

3. Please use conversation above.

- a. in
- b. on**
- c. at
- d. under

# CONVERSATION

Manager: We need to present the report by Thursday. Khun Priya, could you please \_\_\_(4)\_\_\_ the figures?

4. Please use conversation above.

- a. prepare
- b. preparation
- c. prepared
- d. preparing

# CONVERSATION

Manager: We need to present the report by Thursday. Khun Priya, could you please prepare the figures?

4. Please use conversation above.

- a. **prepare**
- b. preparation
- c. prepared
- d. preparing

# CONVERSATION

Manager: Could you please prepare the figures?

Staff: Of course. I'll have it \_\_\_(5)\_\_\_ by Wednesday.

5. Please use conversation above.

- a. ready
- b. readied
- c. readying
- d. readiness

# CONVERSATION

Manager: Could you please prepare the figures?

Staff: Of course. I'll have it ready by Wednesday.

5. Please use conversation above.

- a. **ready**
- b. readied
- c. readying
- d. readiness

# TELEPHONE CONVERSATION

## ✓ ความสำคัญ

- ออกข้อสอบบ่อย และตอบง่ายถ้าจำสำนวนได้
- มีสำนวนคงที่ใช้ซ้ำๆ เช่น Could I speak to, leave a message
- นำไปใช้รับสายในชีวิตจริงได้

## ✓ จุดสังเกต 4 ข้อ

- 1.. Good morning. Agricultural Land Reform Office. **How may I help you?**
- 2. ผู้พูดบอกชื่อ: '**This is ... speaking!**'
- 3. ขอสายต่อ: '**Could I speak to ...?'**
- 4. สำนวนเฉพาะ: **hold the line, call back**

# TELEPHONE CONVERSATION

Receptionist (n.) พนักงานต้อนรับ

- The receptionist answered the call.

Caller (n.) ผู้โทรเข้า

- Could you tell the caller to hold?

Available (adj.) ว่าง พร้อม

- He's not available at the moment.

Transfer (v.) โอนสาย

- May I be transferred to the manager?

# CONVERSATION

**Part 1: Select the most appropriate choice for each item. (Q1-Q5) .**

Receptionist: Good afternoon, International Trade Department. How may I  
\_\_\_(1)\_\_\_ you?

Caller: Good afternoon. This is Siriporn Nakorn calling. Could I \_\_\_(2)\_\_\_ to  
Director Chen, please?

Receptionist: I'm \_\_\_(3)\_\_\_ Director Chen is in a meeting at the moment.  
Would you like to \_\_\_(4)\_\_\_ a message?

Caller: Yes, please. Could you ask him to call me back this afternoon?  
My number is 02-555-1234.

Receptionist: Certainly. I'll make sure he \_\_\_(5)\_\_\_ the message.

# CONVERSATION

Receptionist: Good afternoon, International Trade Department.

How may I \_\_\_(1)\_\_\_ you?

1. Please use conversation above.

- a. help
- b. helps
- c. helped
- d. helping

# CONVERSATION

Receptionist: Good afternoon, International Trade Department.  
How may I help you?

1. Please use conversation above.
  - a. help
  - b. helps
  - c. helped
  - d. helping

# CONVERSATION

Caller: This is Siriporn Nakorn calling. Could I \_\_\_(2)\_\_\_ to  
Director Chen, please?

2. Please use conversation above.

- a. speak
- b. say
- c. tell
- d. talk

# CONVERSATION

Caller: This is Siriporn Nakorn calling. Could I speak to Director Chen, please?

2. Please use conversation above.

a. **speak**

b. say

c. tell

d. talk

# CONVERSATION

Caller: Could I speak to Director Chen, please?

Receptionist: I'm \_\_\_(3)\_\_\_ Director Chen is in a meeting at the moment.

3. Please use conversation above.

- a. fear
- b. afraid
- c. scared
- d. worry

# CONVERSATION

Caller: Could I speak to Director Chen?

Receptionist: I'm afraid Director Chen is in a meeting at the moment.

3. Please use conversation above.

a. fear

**b. afraid**

c. scared

d. worry

# CONVERSATION

Receptionist: I'm afraid Director Chen is in a meeting at the moment.  
Would you like to \_\_\_(4)\_\_\_ a message?

4. Please use conversation above.

- a. give
- b. take
- c. leave
- d. send

# CONVERSATION

Receptionist: I'm afraid Director Chen is in a meeting at the moment.  
Would you like to leave a message?

4. Please use conversation above.

- a. give
- b. take
- c. leave**
- d. send

# CONVERSATION

Caller: Yes, please ask him to call me back.

Receptionist: Certainly. I'll make sure he \_\_\_(5)\_\_\_ the message.

5. Please use conversation above.

- a. receive
- b. receives
- c. received
- d. receiving

# CONVERSATION

Caller: Yes, please ask him to call me back.

Receptionist: Certainly. I'll make sure he receives the message.

5. Please use conversation above.

a. receive

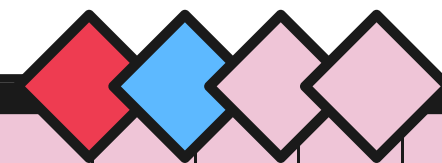
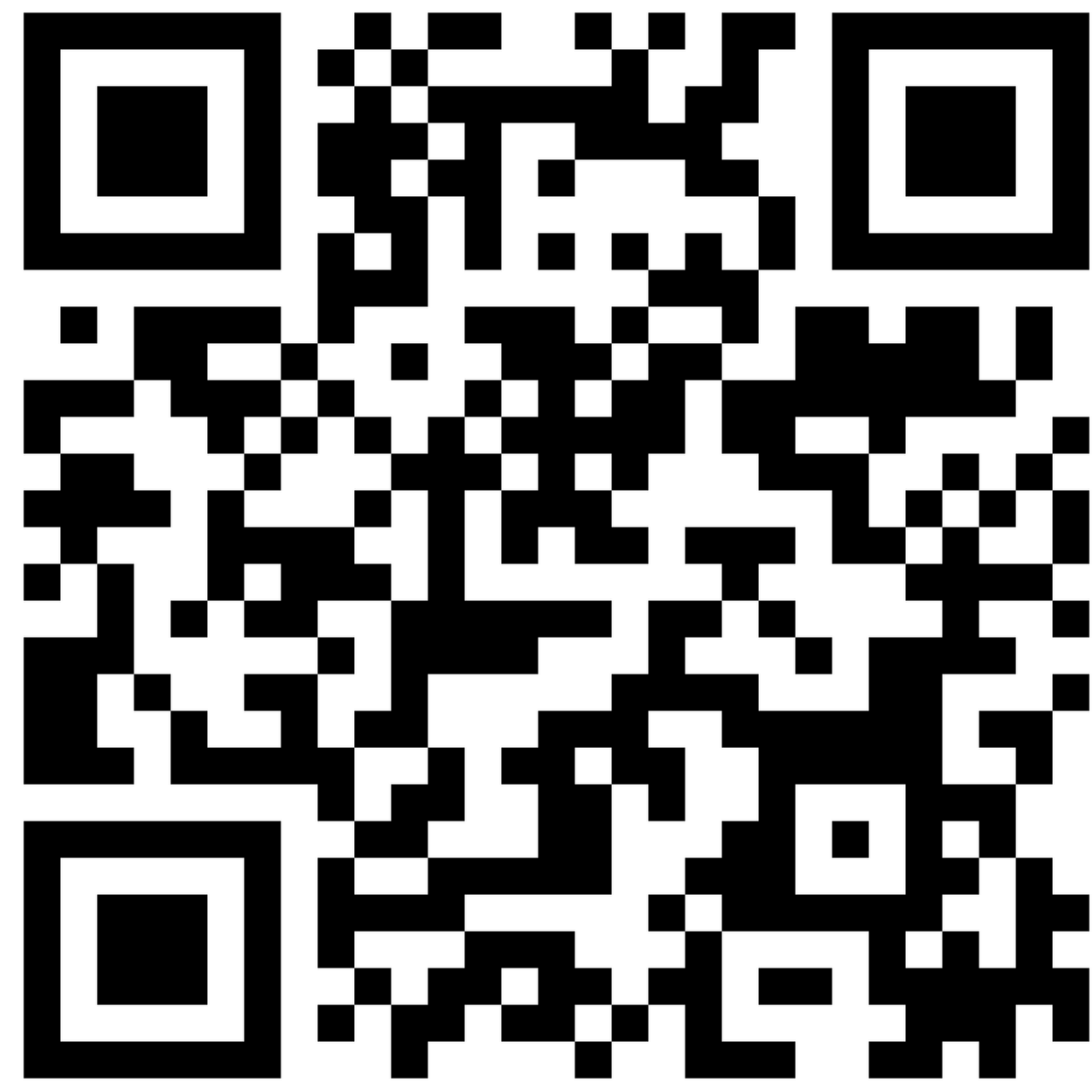
**b. receives**

c. received

d. receiving



# แบบประเมินความพึงพอใจ Unit School





**THANK YOU FOR YOUR ATTENTION  
AND ACTIVE PARTICIPATION !**

**AND WISH YOU THE BEST OF LUCK ON YOUR UPCOMING EXAMINATION**

