

B1 SMALL TALK ≈ 27 MIN

Networking Events — *practice on paper*

You have built the lesson — now lock in the lines for your next networking conversation, brick by brick. New examples, same formula.

Introduce yourself → ask about work → offer to keep in touch → leave politely

NAME

DATE

YOUR BUILD

1 · SORTING

2 · FILL-IN

3 · CORRECT

4 · WRITE

BRICK 1 · SORT THE SENTENCES · APPROX. 4 MIN

● ○ ○

Does the sentence start a conversation → left column. Does it end a conversation → right column.

Hi, is this seat free? Hello, I don't think we've met. I'm Leon.

Well, I'll let you get back to your colleagues. Is it okay if I join you two?

Lovely talking to you. Have a good evening. Let me give you my card before I head off.

I'll send you a message on LinkedIn tomorrow. Bye for now.

Hi, are you here for the logistics talk too? Excuse me, do you mind if I say hello?

Right, I should go and find my manager. Nice meeting you.

START THE CONVERSATION	END THE CONVERSATION

BRICK 2 · FILL IN THE MISSING WORD · APPROX. 6 MIN

● ● ○

Fill each gap with one word. The bracket tells you what matters.

- 01 Sorry, do you mind if I you for a minute? (dazukommen)
- 02 So, what do you ? — I'm a buyer for a furniture chain. (beruflich machen)
- 03 I work a small IT company in Leipzig. (bei, beginnt mit „f“)
- 04 She works as accountant for a bank in Frankfurt. (Artikel)
- 05 I'm in of the training team at our head office. (zuständig)
- 06 I've been with the company 2021. (seit)
- 07 Here's my business . Feel free to call me. (Visitenkarte)
- 08 It was great to meet you. Let's stay in . (in Kontakt)

YOUR BUILD

1 · SORTING

2 · FILL-IN

3 · CORRECT

4 · WRITE

BRICK 3 · FIND AND CORRECT THE MISTAKE · APPROX. 7 MIN



Each sentence hides exactly one mistake. Underline it and write the whole sentence correctly.

01 I work by a car supplier near Munich.

02 I work as engineer in the design team.

03 I am at this company since 2018.

04 Here is my visit card.

05 I make marketing for a fashion brand.

06 Let's hold in touch after the fair.

BRICK 4 · WRITE YOUR OWN SENTENCES · APPROX. 8 MIN



Write one or two sentences of your own for each prompt, for your next networking event.

01 Your introduction: give your first name and ask what brings the other person to the event.

02 Your job: say in two short sentences where you work and what you are in charge of.

03 Your question back: ask the other person about their job.

04 Your goodbye: offer to keep in touch and say goodbye in a friendly way.

MINI-CHECK – CAN I DO THIS YET?

- ☐ I introduce myself with my first name and an open question such as "What brings you here?".
- ☐ I describe my job in two short sentences: the company first, then my role.
- ☐ I say "I work for/at ..." and "I work as an ..." — not "by" and not without an article.
- ☐ I offer to keep in touch and leave with a friendly sentence.

Not every box ticked? Build the lesson once more and try this sheet again tomorrow.



Answer key

Check only when you have finished. Every answer comes with the **why** — the rule matters more than the result.

BRICK 1 · SORTING

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| <p>01 Hi, is this seat free? → Start the conversation
<i>With this question you join someone.</i></p> <p>02 Hello, I don't think we've met. I'm Leon. → Start the conversation
<i>You introduce yourself for the first time.</i></p> <p>03 Well, I'll let you get back to your colleagues. → End the conversation
<i>You politely let the other person go.</i></p> <p>04 Is it okay if I join you two? → Start the conversation
<i>You ask if you may join a group.</i></p> <p>05 Lovely talking to you. Have a good evening. → End the conversation
<i>A friendly line plus a wish as you leave.</i></p> | <p>06 Let me give you my card before I head off. → End the conversation
<i>"Before I head off" shows that you are about to leave.</i></p> <p>07 I'll send you a message on LinkedIn tomorrow. Bye for now. → End the conversation
<i>You offer contact and say goodbye.</i></p> <p>08 Hi, are you here for the logistics talk too? → Start the conversation
<i>An opening question about the event.</i></p> <p>09 Excuse me, do you mind if I say hello? → Start the conversation
<i>You ask politely to start talking.</i></p> <p>10 Right, I should go and find my manager. Nice meeting you. → End the conversation
<i>A reason to leave plus "Nice meeting you".</i></p> |
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BRICK 2 · FILL-IN

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| <p>01 Sorry, do you mind if I join you for a minute?
<i>To come into a conversation is to "join" someone.</i></p> <p>02 So, what do you do? — I'm a buyer for a furniture chain.
<i>"What do you do?" asks about someone's job.</i></p> <p>03 I work for a small IT company in Leipzig.
<i>Working "bei" a company is "for" or "at", never "by".</i></p> <p>04 She works as an accountant for a bank in Frankfurt.
<i>A job takes an article, and "an" before a vowel sound.</i></p> | <p>05 I'm in charge of the training team at our head office.
<i>"Zuständig für" is "in charge of".</i></p> <p>06 I've been with the company since 2021.
<i>A starting point takes "since" with the present perfect.</i></p> <p>07 Here's my business card. Feel free to call me.
<i>"Visitenkarte" is "business card".</i></p> <p>08 It was great to meet you. Let's stay in touch.
<i>The fixed phrase is "stay in touch".</i></p> |
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BRICK 3 · CORRECT

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| <p>01 I work for a car supplier near Munich.
<i>"By" does not express employment; use "for" or "at".</i></p> <p>02 I work as an engineer in the design team.
<i>The job needs the article "an".</i></p> <p>03 I have been at this company since 2018.
<i>With "since", use the present perfect.</i></p> | <p>04 Here is my business card.
<i>"Visit card" is a translation; the usual word is "business card".</i></p> <p>05 I work in marketing for a fashion brand.
<i>For "Ich mache Marketing", say "I work in marketing".</i></p> <p>06 Let's keep in touch after the fair.
<i>The fixed phrase is "keep in touch".</i></p> |
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BRICK 4 · WRITE

Your sentences may differ — just check that the introduction, the job, the question back and the goodbye are there.

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|---|--|
| <p>01 "Hi, I'm Lena. What brings you here today?"
<i>First name plus an open question.</i></p> <p>02 "I work for an energy company in Bremen. I'm in charge of our IT support team."
<i>The company first, then the role.</i></p> | <p>03 "And what about you? What do you do?"
<i>You pass the question back.</i></p> <p>04 "Shall we connect on LinkedIn? It was great to meet you."
<i>An offer of contact plus a friendly goodbye.</i></p> |
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NEXT BRICKS — KEEP BUILDING FREE ONLINE

PREREQUISITE

Starting Conversations

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PAIR WITH THIS

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