

B1

SMALL TALK & NETWORKING

DIALOG · 3 MIN.

Ending a Conversation Without Seeming Rude · *Podcast*

A networking evening, an interesting chat — but you want to move on. How to end a conversation politely in English.

Listen to the episode +
comprehension test:

<https://www.englisch-lehrer.com/podcasts/ending-a-conversation-without-seeming-rude>

NAME

DATE

BRICK 1 · LEARN THE KEY PHRASES



Read the eight phrases with meaning and example. You will hear all of them in the episode.

ENGLISH	DEUTSCH	EXAMPLE
I don't want to keep you	Ich will Sie nicht (länger) aufhalten	<i>I don't want to keep you — I know you have another meeting.</i>
swap business cards	Visitenkarten austauschen	<i>At the end of the meeting, we swapped business cards.</i>
connect with you on LinkedIn	mit Ihnen auf LinkedIn vernetzen	<i>It was nice meeting you — I'll connect with you on LinkedIn.</i>
I'll let you go	Ich lasse Sie jetzt gehen	<i>I'll let you go — the buffet is closing soon.</i>
It was great talking to you	Es war schön, mit Ihnen zu sprechen	<i>It was great talking to you — enjoy the rest of the conference.</i>
Enjoy the rest of the event	Viel Spaß beim restlichen Event	<i>Enjoy the rest of the event, and see you next year.</i>
have a safe journey home	gute/sichere Heimreise	<i>Have a safe journey home, and send my regards to your team.</i>
See you soon	Bis bald!	<i>See you soon — maybe at the next trade fair.</i>



BRICK 2 · FILL THE GAPS



Complete the missing word from the conversation.

keep

stop

hold

stay

See

Look

Watch

Meet

01 I don't want to _____ you.

02 In English we just say ' _____ you' — 'we see us' is German, word for word.

BRICK 3 · TRUE OR FALSE?



Tick one. T = true, F = false.

01 Sophie wants to talk to the Nexa team before they leave.

T ☐ F ☐

02 Mark thinks talking to people at events is a waste of time.

T ☐ F ☐

BRICK 4 · ORDER



Number the steps of the conversation (1–5).

01 ☐ Sophie says 'We see us' — and Mark corrects her kindly

02 ☐ They agree to swap business cards

03 ☐ They wish each other a good evening and a safe journey

04 ☐ Mark says he does not want to keep Sophie

05 ☐ Mark promises to email a report by Friday

BRICK 5 · YOUR VERSION



Write two sentences of your own using phrases from Brick 1.

.....

.....

.....

MINI-CHECK – CAN I DO THIS YET?

☐ I can announce a delay politely.

☐ I can propose an alternative.

☐ I can promise written confirmation.

Listened twice and ticked everything? Then you are ready for the real conversation.



Cut-out flashcards

✂ Cut out, fold on the line – English in front, German on the back. Or practise digitally:

<https://www.englisch-lehrer.com/podcasts/ending-a-conversation-without-seeming-rude>

I don't want to keep you

I don't want to keep you — I know you have another meeting.

Ich will Sie nicht (länger) aufhalten

swap business cards

At the end of the meeting, we swapped business cards.

Visitenkarten austauschen

connect with you on LinkedIn

It was nice meeting you — I'll connect with you on LinkedIn.

mit Ihnen auf LinkedIn vernetzen

I'll let you go

I'll let you go — the buffet is closing soon.

Ich lasse Sie jetzt gehen

It was great talking to you

It was great talking to you — enjoy the rest of the conference.

Es war schön, mit Ihnen zu sprechen

Enjoy the rest of the event

Enjoy the rest of the event, and see you next year.

Viel Spaß beim restlichen Event

have a safe journey home

Have a safe journey home, and send my regards to your team.

gute/sichere Heimreise

See you soon

See you soon — maybe at the next trade fair.

Bis bald!

Answer key

Check only when you have finished. Every answer comes with the **why**.

BRICK 2 · FILL THE GAPS

01 **keep**

"I don't want to keep you" is the politest exit line of all. "Stop" and "hold" sound aggressive here.

02 **See**

"Wir sehen uns" is simply "See you" in English — never "we see us". "Look" and "watch" are wrong translations of "sehen" in this phrase.

BRICK 3 · TRUE OR FALSE?

01 **True**

True — Mark reminds her that she wanted to talk to the Nexa people before they leave.

02 **False**

False — he says "That's why we come to these events": networking is the whole point of the evening.

BRICK 4 · ORDER

- 01 **1.** Mark says he does not want to keep Sophie
- 02 **2.** They agree to swap business cards
- 03 **3.** Mark promises to email a report by Friday
- 04 **4.** They wish each other a good evening and a safe journey
- 05 **5.** Sophie says 'We see us' — and Mark corrects her kindly

KEEP PRACTISING LIVE

Want to practise these phrases in a real conversation?

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· Online.

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