

AUTHORING SENTENCES AMERICAN SPEECHSOUNDS PROFESSIONAL VERSION

Phrasal Verbs

screen 1

(line 1)

break in

(line 2)

Excuse me. May I break in?

(line 3—meaning)

meaning: interrupt conversation

screen 2

(line 1)

break down

(line 2)

The office printer often breaks down.

(line 3—meaning)

meaning: stop working

screen 3

(line 1)

call back

(line 2)

I'm not in the office. Please call back after 1 p.m.

(line 3—meaning)

meaning: phone again

screen 4

(line 1)

call off

(line 2)

Let's call off the meeting next week

(line 3—meaning)

meaning: cancel

(See below for additional expressions.)

To Add Come on (Phrasal Verbs) to American Speechsounds:

1. Click AUTHOR on the Main Menu, and then click START.
2. Enter your password, if you have one, and then click OK.
3. Click AUTHOR SENTENCES.
4. Click ADD.
5. Select EXERCISE, and then click OK.
6. Click the EXERCISE box, **type Come on (Phrasal Verbs)** and click OK.
7. Click the WORDS box and **type** the first expression: "**break in**"
8. **Record this expression** using the RECORD and STOP buttons to the right.
9. Click the SENTENCE box and type: "**Excuse me. May I break in?**"
10. **Record this sentence** as in step 8, using the buttons to the right.
11. Click in the AS PHONETICS box and type: meaning: interrupt conversation
12. For each of the next pages, click ADD PAGE, save the changes and repeat steps 7-11.
13. When you complete this exercise, click BACK and save the changes.
14. Click NO to add information to the Key Information (or click YES and add helpful instructions.)
15. Click BACK to return to the Author Main Menu.
16. Click EXIT to return to the American Speechsounds Main Menu.

Come on (Phrasal Verbs) is now in American Speechsounds!

5. cut to

Let's cut to the most important stuff on the agenda.

meaning: go directly to

6. cut out

The email will sound better if you cut out that second line.

meaning: remove part of something

7. drop out

She might drop out of the class.

meaning: quit attending; withdraw from

8. drop in

Can you drop in on the department head?

meaning: come

9. fill out

Fill out this form with the correct statistics.

meaning: write information in blanks

10. fill up

The technical training filled up within a week.

meaning: become full

11. give away

We can't give away proprietary information.

meaning: reveal secret information

12. give up

We were tempted to give up the search.

meaning: quit; stop trying

13. hang in

The process will be tough; I hope you'll hang in.

meaning: keep trying

14. hang up

I can talk with you after I hang up on this call.

meaning: finish and disconnect

15. hold up

Please don't let me hold you up.

meaning: keep waiting

16. hold on

Hold on. I need to read this email first.

meaning: wait a little

17. look into

Let's look into all of the options before deciding.

meaning: investigate, consider

18. look over

Look over the resumes before the meeting.

meaning: check, review

19. pass out

Action items were passed out yesterday.

meaning: give away to many people

20. pass up

Do we want to pass up such a great opportunity?

meaning: decline

21. run into

Did you run into the president at the annual meeting?

meaning: meet unexpectedly

22. run over/run through

I should run over my speech before tomorrow.

meaning: rehearse, review

Authoring instructions are also available in Help in your American Speechsounds program.

**American Speechsounds
www.englishtalkshop.com**