Material for the Productive English Lesson

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|  | Memorable Tips for the First Time Flyers |
|  | *Travel Essentials:*   * **ID Documents:** Carry valid identification documents to the airport: an ID card or your passport. * **Tickets:** Depending upon your airline’s policy, bring a hard copy/soft copy of your air ticket. * **Comfort Essentials:** Bring a neck pillow, headphones, chargers, eye masks. * **Mobile phone:** Install the necessary travel apps on your phone and have it handy.   *Commute to the Airport:*   * **Arrival Early at Airport:** Ensure you reach the airport at least 2-3 hours before domestic flights and 2-4 hours early for international flights. You must arrive early as you may be selected for a pat-down (random check) which will take approximately 10-20 minutes. * **Use Public Transport:** Use public transport to minimise the unwanted delays in parking your own vehicles or pre-book your parking.   *Airport Etiquettes:*   * **Arrival Time:** Reach the airport at least 2 hours before when travelling domestically and 3 hours before when flying internationally before the scheduled departure time. * **Mind your Noise:** At the airport, keep your electronics on silent mode and use headphones when listening to music or watching videos. * **Waiting in Queue:** Maintain orderly lines at check-in, security, and boarding gates. Follow the instructions of the airport staff. * **Follow Airport Signage:** Pay attention to signs and follow directions to various airport services and facilities.   *Baggage Guidelines:*   * **Hand Baggage Guidelines:** Articles like nail cutters, scissors, swiss knives, batteries, and liquids more than 100 ml are not allowed. * **Check-in Baggage Instructions:** Do not carry a power bank, lighter or e-cigarette in your check-in baggage. Ensure that you don’t have any prohibited items in your baggage otherwise it will be confiscated. |

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| 1 handout | Get information from the Airport Departures notice-board |
|  | * the number of flights, destinations, airlines * the earliest, latest flights * the most complicated flight number * the destination of flight number ... * the airline flying to (Berlin) * the flight which takes off at ... * the time flight ... takes off * the departure time of the flight for (Paris) * the easiest gate number |

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| 2 handout | Check in for a flight vocabulary |
|  | Polite expressions:  * I would be grateful for a window seat. * Would you mind checking if I could have a free upgrade? * I would really appreciate an emergency exit row. * Could you check my baggage allowance? * Could you see if there are any rows with extra legroom? * I would like to sit as close to the exit as possible. * I have a connecting flight; would you mind sitting me at the front?   *Typical questions you are asked:*  Can I have your reservation number and passport?  What is your final destination today?  Do you have any luggage to check?  Could you please put it on the scales?  The maximum allowance for this flight is 22kg.  Did you pack your bag yourself?  Have you left your bag unattended at any time?  Are you carrying any prohibited items?  Do you have a seating preference? (children/ an aisle seat)  Do you have any carry-on luggage? |

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| **Useful words for the airport** | Start your trip on a high note using the key vocabulary |
| Searching for information | * **gate summary** (n): flight information. * **international departures** (n): international flight information. * **flight** (n): a journey in a plane. * **destination** (n): the place where you go. * **board** (v): go on to a plane. * **time** (n): the time that people will be allowed to start going on to the plane. * **remark** (n): used to indicate the status of the flight (checking in, boarding, took off; on time, delayed, early, cancelled). * **gate number** (n): the gate from which you will board the plane. * **airport information** (n): a counter that offers information about flights, flight procedures and the like. * **tourist information** (n): a counter where you can go for information about cultural highlights and various tours available. * **passenger services counter** (n): customer service. * **luggage storage/ locker** (n): a place where people can leave their luggage and collect it later. Still, it’s usually charged. * **lost and found** (n): a place where lost items are kept to await reclaiming by their owners. * **baggage claim/ conveyor belt/ carousel** (n): the place where you pick up your bags and suitcases after the plane lands. * **money exchange/currency exchange counter** (n): a place where currencies are traded. Money exchange is advised to be conducted before you travel internationally. Make sure you’re aware of the exchange rate. * **take off** (phr v): (of a plane) to leave the ground and fly. |
| At the check-in counter | * **check-in counter** (n): the area where you notify the airline you have arrived at the airport. They will take your suitcase and give you a boarding pass. * **boarding pass**(n): a pass for boarding a plane, given to a passenger when the ticket is issued or upon check-in at the airport. Generally, a passenger with an electronic ticket will only need a boarding pass. If a passenger has a paper airline ticket, that ticket may be required to be attached to the boarding pass for him or her to board the plane. * **identification (ID)** (n): an official document issued by a government, certifying the holder’s identity. When flying, the ID you’re required to carry is your passport. * **visa** (n): a special document indicating that the holder is allowed to enter, leave or stay for a specified period of time a country. Some countries have strict laws and depending where you’re from, you may need to obtain a visa. * **baggage**(n): all the suitcases and bags that you take with you when travelling. * **carry-on bag** (n): a small bag taken inside a plane by hand personally by a passenger. * **suitcase** (n): a case with a handle and a hinged lid for carrying your clothes and possessions when travelling. * **seat** (n): a piece of furniture or part of a plane that has been designed for someone to sit on. * **lounge** (n): an area with seats, and sometimes other services such as toilets and refreshments, and where passengers wait for their plane. |
| Security | * **immigration** (n): where you’ll be inspected by immigration staff. * **residents** (n): the line for people who live in the country. * **non-residents** (n): the line for people who don’t live in the country. * **passport control**(n): where an official checks your passport. * **quarantine**(n): inspection for any contagious disease. * **customs declaration form** (n): a form declaring the nature and value of goods, etc. entering the country’s borders. * **metal detector** (n): a machine used for security screening at access points in airports to detect concealed metal weapons on the passenger’s body. * **X-ray machine/X-ray screener**(n): while you are stepping through the metal detecto, your carry-on items will go through the X-ray system that recognizes any dangerous material. |
| At the airport | * **departures**(n): the part of the airport where you go when you are leaving on a plane * **arrivals**(n): the part of an airport where you go to when you arrive on a plane * **terminal** (n): the building where your flight will arrive or depart from — for example, domestic terminal, international terminal. * **domestic** (adj): within the same country (a domestic flight) * **international** (adj): worldwide (an international flight) * **duty-free shop** (n): a retail outlet exempt from the payment of certain local or national taxes and duties, on the requirement that the goods sold will be sold to travelers who will take them out of the country. * **restroom** (n): a room with toilets * **food court** (n): an area where several small restaurants and a common eating area are located. * **viewers’ gallery/ lounge** (n): where to welcome those from abroad to the home country. * **welcome & see-off services** (n): services that the airport offer to the departing, arriving and in transit passengers. * **easy boarding service** (n): the service that gives priority on entry and exit procedures. |