25. Does rain always make walking unpleasant? 26. Where do you go to get warm? 27. Do you like to go out when it is windy? 28. What month is the most windy? 29. In what months do you wear heavy clothing? 30. Do we wear heavy or light clothes in Summer? 31. Do we get wet if we go out in the rain? 32. Do we feel cold if we go out without overcoats? 33. Do you take off your clothes if they are wet or do you keep them on? 34. Is it pleasant to take a walk in a strong wind? 35. Must you hold your hat with your hands when the wind is strong?

# WHAT DID WE DO IN THE PAST?

#### ORAL INTRODUCTION

NOW I am, he is, we are, you are, they are.

YESTERDAY I was, he was, we were, you were, they were.

How many students are here to-day? How many were here yesterday? Were you here last Monday? I was. Was I here yesterday? You were. Were you at church last Sunday? etc., etc.

What am I doing? You are giving a lesson. Was I giving a lesson when you were here yesterday? Are you taking a lesson now? Were you taking lessons last year? What are you doing now? What were you doing at your last lesson? etc.

NOW you take a lesson. YESTERDAY you took a lesson. Do you take lessons on Monday? I do. Did you take a lesson yesterday? I did. What did you do here yesterday? I took a lesson. What do we do during the lesson? We speak, read and write. What did we do during your last lesson? We spoke, read and wrote. What language did we speak? Did you write with a pencil or with a pen? Did we read a book or a newspaper? At what time did your yesterday's lesson begin? It began at 10 o'clock. At what time did it end? It ended at 11 o'clock. Did you go out last night? I did. Where did you go? I went to the theatre. Did you come here yesterday? I did. At what time did you come? I came at 10 o'clock. Do you generally eat meat for breakfast? No, I do not. Did you eat anything before going to bed last night? I did. What did you eat? I ate an apple. What did you drink with your meals when you were in France? I drank wine. At what time do you generally get up in the morning? At what time did you get up yesterday? I got up at 7 o'clock. Did you remain at home all day last Sunday or did you go out? I went out. Where did you go? Whom did you see in the street? I saw John. Did you speak to him? I did. What did you speak about? We spoke about the weather. Who gives you your lesson to-day? Who gave you your last lesson? What lesson are you having to-day? What lesson did you have vesterday? etc.

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NOW I take, put, lay, give, receive, bring, send, go, come, remain, sit down, lie down, sleep, get up, rise, dress, wash, eat, drink, read, write, see, hear, speak, tell, say, ask, answer, begin, end.

YESTERDAY I took, put, laid, gave, received, brought, sent, went, came, remained, sat down, lay down, slept, got up, rose, dressed, washed, ate, drank, read, wrote, saw, heard, spoke, told, said, asked, answered, began, ended.

# READING AND CONVERSATION

Mr. Smith.—There is someone knocking at the door. Go and see who it is. Oh, it's you! Come in, please.

Mr. Todd.—Mr. Barnes *came* to my house yesterday and *asked* me to bring this parcel to you.

Mr. S.—Thank you very much for bringing it, but didn't he also give you a letter?

Mr. T.—No, he gave me only this card. He wrote you a letter the day before yesterday and sent it by post.

Mr. S.—I *did* not receive any letter from him either yesterday or the day before.

Mr. T.-When did you get your yesterday's letters?

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Mr. S.-John brought them in the evening. When did Mr. Barnes post the letter?

Mr. T.-He put it into the box when he went out at about four o'clock. It lay on his table. I saw him take it. He took it with some other correspondence.

Mr. S.-Did he tell you the prices of the books he sent?

Mr. T.-He told me the prices of some books only. He wrote you all the different prices in the letter; I read the letter before closing it.

Mr. S.-Was Mr. Barnes at the printer's yesterday?

Mr. T.-No, he was not. He wanted to speak to you before going there.

Mr. S.-We went there together a few days ago, and he told me not to go again without seeing him first. He spoke to me about a book that he wanted to have printed.

Mr. T.-He said nothing to me about it.

Mr. S.-Why didn't you spend last Monday evening with us?

Mr. T.-I couldn't; I had too much to do, and the weather was too bad; the wind blew and it rained and snowed until after midnight.

Mr. S.-But could you not come last night? The moon shone beautifully and it was not at all cold.

Mr. T.-No, I worked very late.

Mr. S.-We had a very agreeable time here: Mr. and Mrs. Winch and a number of others spent the evening with us. Miss Brown played the piano, and we danced and sang, talked, and laughed. At ten o'clock we passed some wine and cake around, and they all ate and drank except Miss Brown; she never takes wine, so we made tea for her. Afterwards some of the ladies recited pieces of poetry. We stayed together until midnight. That is the reason why I got up so late this morning.

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Mr. T.-You had a very pleasant time; but excuse me, it is almost noon; I must go now.

Mr. S.-Can you not stay to luncheon?

Mr. T.-No, thank you, not to-day.

# EXERCISE

1. At what time did you go to bed last night? 2. Did you sleep well? 3. At what time did you get up? 4. Did you wash with hot or cold water? 5. Did George dress himself? 6. What did you have for breakfast? 7. Did you eat any meat? 8. Did you drink coffee or tea? 9. Did you see John after breakfast? 10. At what time did he go to school? 11. Did he write any exercises? 12. Did you read them? 13. Did you receive any letters yesterday? 14. Did you answer them? 15. Did you remain at home the whole morning? 16. Did your music teacher come to see you? 17. Did he give you a lesson? 18. Where did he take a seat? 19. Did you sit at the piano? 20. How long did you play? 21. Did you speak English with your teacher? 22. Did he stand during the lesson? 23. At what time did he go away? 24. Did the tailor bring your clothes? 25. Where did he lay them? 26. Did he hang up my overcoat? 27. Did you put my handkerchiefs into the bureau drawer? 28. At what time did you sit down at the table for dinner? 29. Did you talk a great deal during dinner? 30. When did you rise from table? 31. Did you take your coffee in the garden? 32. Did you read the newspaper? 33. Did you lie down after dinner? 34. Did you take a walk afterwards? 35. Did you spend all the afternoon out-of-doors? 36. What kind of weather did you have here? 37. Did the sun shine? 38. Did it rain in the

evening? 39. Did you hear the concert last night? 40. How did Mme. Melba sing? 41. Did you like her singing? 42. At what time did you get home?

# WHAT HAVE WE DONE BEFORE NOW?

#### ORAL INTRODUCTION

To-day we have come here. Yesterday we came.

This week the weather has been good. Last week the weather was good.

This month I have written many letters. Last month I wrote many letters.

This year I have taken English lessons. Last year I took French lessons.

Have you read the newspaper today? I have. Did you read one yesterday? I did.

What papers have you read? I have read the Times and the Mail.

What papers *did you read* when you were in England? I *read* the Times and the Mail.

Have you seen Mr. Berlitz to-day? I have. Did you see him yesterday? I did. Where did you see him? I saw him at the Berlitz School.

Have you had a lesson this morning? I have had one. Did you have a lesson yesterday? I did.

You are here now. Have you been here long? I have. Were you here last week? I was.

Have I given you English lessons this year? You have. What lessons did I give you last year? You gave me French lessons.

You have taken a lesson to-day. What have you done to-day?

You took a lesson last. Monday. What did you do last Monday?

What have we done during the present lesson? We have spoken, have read, and have written.

What did we do during yesterday's lesson? We spoke, read, and wrote.

John is finishing his dinner now. What has he had? He has eaten some meat, he has drunk a glass of wine, and has taken a cup of coffee.

What did John have for supper last night? He ate some meat, he drank a glass of wine, and took a cup of coffee, etc.

I have taken, put, laid, given, received, brought, sent, gone, come, remained, sat down, lain down, slept, got up, risen, dressed, washed, eaten, drunk, read, written, seen, heard, spoken, told, said, asked, answered, begun, ended.

#### READING AND CONVERSATION

Mr. Jones.—Good afternoon. Where have you been all day?

Mr. Wright.—I have been in my office writing letters. Mr. J.—Were you at Mr. Brown's vesterday?

Mr. W.—No, I was not there yesterday, but I have been there to-day.

Mr. J.—Is he taking German lessons now?

Mr. W.—Yes, he has been taking German lessons for about three months.

Mr. J.-Can he speak a little?

Mr. W.-He has never spoken to me in German, so I can't tell.

Mr. J.—Has he been taking French lessons too?

Mr. W.—He took some about two years ago, but he has not taken any since.

Mr. J.—Has Mrs. Brown gone to Boston?

Mr. W.—She has.

Mr. J.—When did she go?

Mr. W.-She went last Saturday.

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Mr. W.—So far, Mr. Brown has received one letter from her. She wrote the day before yesterday. Mr. Brown received the letter when I was there. . . . But why do we remain standing? Let us take a seat on this bench; yesterday I stood all the evening, and I have been standing so much to-day that I am very tired; I did not sit down once all the forenoon.

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Mr. J.—Very well, sit down; I prefer to stand. I have been sitting so much. I have been working at the article George gave me to write for him; I have nearly finished it.

Mr. W.-When did he bring you the article?

Mr. J.—He brought it three days ago; but to-day he has brought me another one. He has given me altogether three articles.

Mr. W.—Then I had better go; I don't want to keep you from your work.

Mr. J.—Please, stay a little longer. I have a great deal of time for writing this afternoon. I want to ask you whether you *have heard* anything about Mr. Holloway.

Mr. W.—No, I have not heard anything about him, nor have I seen him for several months. The last time I saw him was at the theatre last Winter. Since then I have not had time to call on him, and he has not come to see me either.

Mr. J.—He came to my house about a month ago, but he could not stay long because someone was waiting for him, and I have not been able to see him since. I have often wanted to go and see him, but I have always been obliged either to do some work at home or to call on someone else.—There, the bell rings for luncheon. Do come in and have luncheon with us. Mr. W.-No, thank you, I have already eaten something.

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Mr. J.—Do you have luncheon so early?

Mr. W.-I had a light luncheon just before I came here.

Mr. J.-Good-bye, then. Come again soon.

### EXERCISE

1. How long have you been here? 2. Has it been raining to-day? 3. Did it rain yesterday? 4. Have you had your luncheon yet? 5. What did you have for breakfast? 6. Has Mr. Stewart come? 7. When did he come? 8. Has it been cold this Winter? 9. Was it cold last Winter? 10. Have you been out to-day? 11. Were you out last Sunday? 12. Has Mr. Berlitz gone to Paris? 13. When did he go? 14. Have you received any letters today? 15. Have you written any? 16. To whom did you write? 17. Have you read Shakespeare's "Hamlet"? 18. What other work of Shakespeare have you read? 19. Have you ever spoken to Mr. Edison? 20. When did you speak to me first? 21. Where did you get your luncheon yesterday? 22. Have you ever eaten strawberries and cream? 23. Have you seen Miss Stonehill to-day? 24. At what time did you see her? 25. Have you heard Madame Melba sing? 26. When did vou hear her? 27. Has Mr. Roosevelt been in Africa? 28. When was he there?

## WHAT SHALL WE DO IN THE FUTURE?

#### ORAL INTRODUCTION

I give lessons every day. To-morrow I shall give lessons. You take lessons every day. To-morrow you will take a lesson. Will you take a lesson to-morrow? I shall. Shall I give lessons to-morrow? You will. We speak English in every lesson. Shall we speak English in to-morrow's lesson? We shall. Shall we come here to-morrow? We shall. Will Mr. Berlitz be here to-morrow? He will not. Will Caruso sing to-night? He will not. Will our pupils come here to-morrow? They will.

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#### I shall, we shall, you will, he (she) will, they will.1

Will you go to the theatre to-morrow? Will you remain in the city next Summer? What will you do this evening? Shall I see you to-morrow? Shall I get wet if I go out in the rain? Shall we be here next week? On what days shall we come here? Will the school be open next Sunday? In what month will the Opera close? At what time will the Concert begin? Will many Americans go to Europe next Summer? etc.

#### READING AND CONVERSATION

Mr. Power.—Good morning, Mr. Miller. Why did you rise so early?

Mr. Miller.—I am going away on a journey to-day and have a great deal to do before starting.

Mr. P.—Is that so? Where are you going?

Mr. M.—At first I shall take a trip to Boston, and if I have time enough, I shall go to Portland.

Mr. P.-Will Mrs. Miller accompany you?

Mr. M.-Yes, she will come as far as Boston.

Mr. P.-Will she go to Portland too?

Mr. M.—No, she will not, she wants to see Portland, but she can't leave Boston so soon; she has too much to do there. Mary and Jane also want to come, but  $w\epsilon$  shall not take them. They will not have any lessons during the Summer and therefore we don't want them to miss any now.

Mr. P.—Do they like to go to school?

Mr. M.—No, they don't like going there, but we make them go.

Mr. P.-Will they remain here alone?

Mr. M.-No, Emily will remain with them.

Mr. P.-When will you be back again?

Mr. M.—We want to be back by the end of next week, but if we can't do that, we shall be back at the beginning of the week following. We shall not remain any longer than we are obliged to.

Mr. P.-Shall I see you again before you start?

Mr. M.—I can't say, I shall come to your room if I can, but I shall not be able to stay long.

#### EXERCISE

1. Do you go to church every Sunday? 2. What will you do next Sunday? 3. Will you be at home this evening? 4. Where will you dine? 5. What will you do this evening? 6. Will you go to the Opera to-night? 7. Will you and Paul go in an auto? 8. Will you hear Caruso? 9. Will Charles accompany you? 10. Will Miss Stonehill go to Paris this year? 11. How long will she remain there? 12. Will you see her before she leaves? 13. When will she be back again? 14. Will the children go to school to-morrow? 15. In what month will the schools close? 16. Will the theatres remain open next Summer? 17. When will you leave the city? 18. Where will you go during the Summer? 19. When

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<sup>&</sup>lt;sup>1</sup> For the present the teacher will avoid the use of "shall" for the second and third persons (signifying obligation), as also the use of "will" for the first person (implying volition).

will you return? 20. How many months will you remain absent?

# TRAVELLING

#### ORAL INTRODUCTION

Cities: London, Liverpool, Manchester, Brighton, Edinburgh, Glasgow, Dublin, Paris, Lyons, Berlin, Vienna, Rome, Milan, Leningrad, Moscow, Brussels, The Hague, Geneva, Copenhagen, Stockholm, Madrid.

Give the names of some European cities.

Countries: England, Ireland, Scotland, France, Germany, Austria, Hungary, Russia, Switzerland, Italy, Spain, Belgium, Holland, Denmark, Sweden, Norway, the United States, Brazil, the Argentine Republic, China, Japan.

Give the names of some countries.

Continents: Europe, Asia, Africa, America, Australia. Give the names of the continents.

London is the capital of England. What is the name of the capital of France? of Germany? Paris is a large city. It is the largest city of France. Russia is a large country. What is the name of the largest city in Europe? What is the name of the largest city in America? Is Scotland north or south of England? Is Brighton north or south of London? What country is south of France? What country is north of Italy? Is Austria east or west of Germany?

Brooklyn is near New York. San Francisco is far from New York. Brighton is not far from London; it is only 50 or 60 miles from London. New York is far from London; more than 3000 miles. In England and America we measure distances by miles; in France, Italy, and other countries we measure distances by kilometres. A mile is a little more than a kilometre and a half (1609 metres). What is the distance between London and Brighton? What is the distance between London and New York? What is the distance between Paris and Bordeaux? (363 miles).

If we go from one country to another, from one city to another, we travel. Do the English travel much? Do they travel more than the French? Do you travel during Summer? Are there many English travellers in Italy?

We can travel by railway (by train), by boat, or by air-From Paris to Rome you go by train. From Southampton to New York we go by boat (in a steamer). If you travel by rail, you make a journey. If you travel by boat, you make a voyage. How long does it take to go from Europe to America? About a week (6, 7, or 8 days). How long does it take to go from here to the Hotel Savoy? It takes about a quarter of an hour to walk there. How long does it take to walk from here to the railway station?

Before starting on a journey by train you look at the time tables. In a time table you see at what time the trains arrive or leave.

There is a fast train which leaves at 6 o'clock A.M. (in the morning). There is a slow train leaving at noon. Express trains do not stop at all stations, but local trains stop at every station. Do you like to travel by local trains? Do express trains stop very often? Are there any expresses between the large cities?

In express trains you generally have a dining car and sleeping cars. Is there a dining car on an ordinary train? A train consists of a number of carriages (in America: cars or coaches). In Europe there are different classes of carriages. Is a third-class carriage in France as good as a third-class in England?

## READING AND CONVERSATION

A .- Will you go to London with me?

B.—With much pleasure. I have never visited the great Metropolis and I do not want to leave England without having been in London.

A.—Very well, we can start to-morrow, if you wish. B.—Yes, certainly. We can stay there a week and then go to Paris.

A.—That is a good idea. Crossing the Channel in fine weather is not at all disagreeable.

B.—And the trip is not very long.

A.-Which is the best route for the Continent?

B.—If you prefer a short Channel passage, we can go by way of Dover and Calais or Boulogne and Folkstone;

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the crossing takes only from one hour to an hour and a half. Otherwise we can go via Newhaven and Dieppe. By the latter route the crossing takes longer but the railway trip is shorter.

A.—I would<sup>1</sup> rather go by Dover and Calais. I have been told that channel crossings are often very rough.

B.-We can decide that question later.

A.—At what time shall we start to-morrow? Have you a time table?

B.—Here is one.

A.—Let us see; shall we take the express train that leaves Southampton at 9.15 A.M.? We shall be in London at 11.45.

B.—That is a fast train. We shall arrive before noon and have plenty of time to go to a good hotel and, afterwards, to take a look at some of the principal streets.

A.—Very well, shall I meet you at your room at halfpast eight, or will you call for me at my room?

B.—I prefer you to call for me, as I have a great deal to do to get ready for the journey. I must therefore leave you now. Good-bye, see you to-morrow.

#### EXERCISE

1. Do you travel in Summer? 2. What trip does Mr. A. propose to Mr. B.? 3. Has Mr. B. ever been in London? 4. Are these gentlemen in England or on the Continent? 5. What does Mr. B. want to do before leaving England? 6. Does it give you pleasure to travel?

7. Does it give you pleasure to take a walk in fine weather? 8. When do they wish to start? 9. Do you wish to take a lesson to-morrow? 10. Do you wish to have a great deal of money? 11. Do ladies wish for beautiful clothes? 12. Is Mr. B. willing to start the next day? 13. Are you willing to remain here two hours? 14. How long does Mr. B. wish to stay in London? 15. Where does he wish to go afterward? 16. Does Mr. A. like that idea? 17. Can they go to the Continent by train? 18. Is England surrounded by water? 19. Can we go to Australia by train? 20. Must we take a boat to go to England? 21. What do the English call the water between England and France? 22. Is it a pleasure to cross the Channel in fine weather? 23. Is it a pleasure during bad weather? 24. Which are the principal lines going from England to France? 25. Does it take a long time to cross from Dover to Calais? 26. How long does it take in fine weather? 27. Does Mr. A. prefer the Dover-Calais route to the Newhaven-Dieppe one? 28. Why? 29. Is the sea calm when the weather is bad? 30. Is it pleasant to cross when the sea is rough? 31. Where do you see at what time the trains arrive and leave? 32. By what trains do you prefer to travel, by express trains or local trains? 33. Why? 34. Do local trains stop very often? 35. At what time will Messrs. A. and B. start? 36. At what time will they arrive? 37. At what time will Mr. A. go to his friend's house next morning? 38. Does Mr. B. remain with Mr. A. or does he leave him? 39. Why does he leave him?

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<sup>&</sup>lt;sup>1</sup>For the present don't speak of "would" or "should" as conditional mood, but explain the meaning by giving a synonymous expression; as, "I would rather = I like better"; "I should like to have = I want, I wish," etc.

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# THE DEPARTURE

#### ORAL INTRODUCTION

When you travel you take some clothes with you. You put the clothing in *trunks* or boxes, in *suitcases* or bags. A trunk or a box is large; you cannot carry it. You can carry the suitcases, the bags, and the hatboxes.

I put my clothing into my trunk. I pack my trunk. The servant (the porter) carries my trunk down.

What do you put into your trunk? Do you carry your trunk yourself? Who carries it? What do you say to the porter?

I go to the railway station. You do not walk to the station; you take a cab or a taxi. Do you go to the station on foot or do you *drive* there? Where do the trains arrive and leave? At what time does the train from <u>\_\_\_\_</u> arrive? At what time does the train for <u>\_\_\_\_</u> leave?

In the station there are different tracks. You ask on which track the train for ——— will leave. You ask if it is the train on the right or on the left. What questions do you ask at the station?

Before entering the railway car (in England: carriage) you get your tickets. You get your tickets at the booking office (in America: ticket office); you say: One first class to London. Two second class returns to Brighton. How much? [If you do not understand, you say: "Will you repeat, if you please? I do not understand English very well; please speak more slowly."]

What do you do before getting on the train? Where do you get your tickets? What do you say to the man at the booking office? Do you understand English well? What do you say if you do not understand?

The porter carries the luggage (baggage). You call the porter and you say: *Have my luggage booked* (in America: checked). I take my hand luggage with me into the carriage. After having had the luggage booked, the porter gives you the receipt (in America: baggage check).

Whom do you call to carry your baggage? What does the porter do? Which luggage do you have booked? Do you take your bags with you in the carriage?

After entering the railway carriage you may have to ask: Is this seat taken? Are all these seats taken? Is this seat free? At what time shall we start? At what time shall we arrive at —\_\_\_? How long do we stop here? Do we stop at \_\_\_\_? What questions may you have to ask after entering the railway carriage?

#### READING AND CONVERSATION

After Mr. A. has gone, Mr. B. does his packing. He puts his clothes and his linen into his trunk, his slippers, comb, brushes, and other articles into the bags. Finally he goes to bed and sleeps all night. In the morning he rises and finishes his packing. His friend arrives:

B.—Oh, there you are! You have come early; it's only a quarter to eight.

A.—Well, I prefer to be early rather than late.

B.—Have you had your breakfast?

A.—Yes indeed, half an hour ago. I didn't sleep well last night, and so I rose very early and sent my trunk to the station. Has yours gone too?

B.-No, it is still here.

A.-Shall I send for a taxi?

B.—Please do so. Meanwhile I shall pack a few things I could not put into my boxes.

A.—The taxi is at the door.

B.-Will you call the porter, please?

"Porter, take the luggage down; put the trunk on top of the taxi and the bags inside."

B.—Now we can start. Get in, please.

A.—Is it far to the station?

B.—No, it is quite near. It is that large building at the end of this street. Here we are.

A.-How much have we to pay the driver?

B.—Let me look at the meter; it indicates one shilling and sixpence for the trip and sixpence for the luggage.