

1. > listen.

plumber

formal conversation.

plumber

→ short English TVshows.

→ English podcasts,  
Audio Books.

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⊕ Ask open ended questions .

⊕ Paraphrasing.

⊕ Seek confirmation. -

⊕ Avoid assumptions.

⊕ Feedback loop. -

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Sample Enquiry Letter. for Exchanging of Car.



General Manager.

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