

Track 7 Unit 1 E 3

Fabian: So, when should we meet?

Jim: How about Friday morning?

Fabian: I'm afraid I'll be busy then. The afternoon would suit me better.

Jim: Hmm, that might be tricky. What's your schedule like for next week?

Fabian: Well, I can't make Monday or Tuesday, and I'll be out of the office all morning on Wednesday. But I'd be free any time in the afternoon.

Jim: That sounds fine. I haven't got anything on then either. So what time would you prefer?

Fabian: Oh, any time would suit. Shall we go for 3pm, and have the meeting in your office?

Jim: I just need to check with Anita, since we share the office. Can I call you back to confirm it?

Fabian: I'll be in my office until lunchtime. If I don't hear from you by then, I'll assume it's OK.