

## 1. Introducing Oneself & Other

An introduction is a polite method of starting a conversation and establishing a connection between yourself and someone else or between two or more people you know who don't know each other.

Introducing oneself to another is a straight forward process we have spoken about in some good detail already, but introducing two people to each other with grace and skill a step up the social ladder.

### • Procedure of Introduction

First of all, make sure the <sup>two</sup> people you want to introduce to each other both have your attention and will have the attention of each other. It is not the best idea to drag someone across the room and force them into a lively group chat.

If you introduce one person to another, or you introduce two people, you tell them each other's names, so that they can get to know each other.

### • Examples of introduction :-

1. Introducing professionals or colleagues of different ranks.
2. Introducing a business professional or yourself to a customer or client.
3. Introducing people in casual and social settings.
4. Introducing one person to a group of people.

Introduction is followed by different types of situations.

- 1) Personal introduction.
- 2) Introducing friends, parents, guests.
- 3) Greetings, friends, family members & strangers.

# English 112013 Sem 2

**DP Hallahan**



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