



Teacher's Guide

Checking In at a Hotel – Intermediate (B1-B2)

Canva Presentation Link: [🌐 Checking In at a Hotel](#)

Editable Presentation Link: [🌐 Checking In at a Hotel](#)

Editable Worksheet Link: [🌐 Student Worksheet: Checking In at a Hotel](#)

Warm-up discussion

Students think about their travel experiences and talk about each situation.

Vocabulary & speaking

Part 1. Students match the words and phrases with their meanings.

Answer key:

1. Reception
2. Check out
3. Key card
4. Wi-Fi password
5. Late check-out
6. ID / Passport

Part 2. Students complete the mini-dialogues and sentences using one of the words or phrases.

Answer key:

1. ID / Passport
2. Check out / late check out
3. Key card
4. Wi-Fi password
5. Reception

Part 3. Students use 2–3 of the words in short sentences about their own travel experiences.

Part 4. Students read each short dialogue and decide what type of guest is speaking.

Suggested answers:

1. **Business traveller** – mentions a meeting and early start; focused on convenience and timing.
2. **Organised traveller / frequent traveller** – likely someone confident with online bookings, used to travel routines.
3. **Solo traveller / backpacker** – independent, budget-conscious, focused on practicality.
4. **Couple on holiday** – romantic trip, polite but hopeful request for something special.

Part 5. Students match each phrase to its purpose.

Answer key:

1. C
2. B
3. A
4. F

- 5. E
- 6. D

Part 6. Students practise the check-in conversation by reading the receptionist prompts and replying as the guest using polite expressions.

Part 7. Students read each situation and discuss how they would respond in each situation. Students respond as the guest, using polite requests and questions to solve each problem.

Part 8. Students imagine they're reviewing or recommending a hotel they've stayed at and discuss the questions.

Part 9. Students discuss the questions.

Reflection

Students discuss the questions.