

Above all new words is an easy pronunciation guide. Refer to this Step whenever you need help, but remember, spend no longer than 10 minutes a day.

Most letters in Spanish are identical to those in English. Many Spanish letters are pronounced just as they are in English, however, others are pronounced quite differently.

To learn the sounds of the Spanish letters, here is the entire alphabet. Practice these sounds with the examples given which are mostly Spanish first names. You can always refer back to these pages if you need to review.

Spanish letter	English sound	Examples	Write it here
a	ah	<u>A</u> na (ah-nah)	
ai	i/y	<u>J</u> aime (hi-meh)	
au	ow	<u>A</u> ugusto (ow-goos-toh)	
b	b	<u>B</u> eatriz (beh-ah-trees)	
c	(before e or i) s	<u>G</u> raciela (grah-see-eh-lah)	
	(elsewhere) k	<u>C</u> arlos (kar-lohs)	Carlos, Carlos, Carlos
ch	ch	<u>A</u> rchibaldo (ar-chee-bahl-doh)	
d	d	<u>D</u> avid (dah-veed)	
e	(as in let) eh	<u>E</u> lena (eh-leh-nah)	
ei	(as in day) ay	<u>R</u> einaldo (ray-nahl-doh)	
er	air	<u>F</u> ernando (fair-nahn-doh)	
eu	eh-oo	<u>E</u> ugenio (eh-oo-hen-ee-oh)	
f	f	<u>F</u> ederico (feh-deh-ree-koh)	
g	(before e or i) h	<u>G</u> eofredo (heh-oh-freh-doh)	
	(elsewhere) g	<u>G</u> regorio (greh-gor-ee-oh)	
h	silent	<u>H</u> ugo (oo-goh)	
i	ee	<u>I</u> sabel (ees-ah-bel)	
j	h	<u>J</u> osé (hoh-seh)	
k	k	<u>K</u> enia (ken-ee-ah) Kenya	

Letter	Sound	Example	Write it here
l	l	<u>L</u> ucas (loo-kahs)	
ll	y	Gu <u>ll</u> ermo (gee-yair-moh)	
m	m	<u>M</u> aría (mah-ree-ah)	
n	n	<u>N</u> icolás (nee-koh-lahs)	
ñ	(as in canyon) n-y	<u>E</u> spaña (es-pahn-yah) Spain	
o	oh	<u>O</u> livia (oh-lee-vee-ah)	
oi oy	oy	<u>M</u> oisés (moy-ses)	
p	p	<u>P</u> edro (peh-droh)	
q*	k	<u>Q</u> uintín (keen-teen)	
r	(slightly rolled) r	<u>R</u> osa (roh-sah)	
rr	(heavily rolled) rr	<u>I</u> nglaterra (een-glah-teh-rrah) England	
s	s	<u>S</u> amuel (sah-moo-el)	Samuel, Samuel
t	t	<u>T</u> omás (toh-mahs)	
u	oo	<u>U</u> rbano (oor-bah-noh)	
ua	wah	<u>G</u> ualterio (gwahl-tair-ee-oh)	
ue	weh	<u>M</u> anuela (mah-nweh-lah)	
v	v	<u>V</u> icente (vee-sen-teh)	
w	v	<u>W</u> ashington (vah-sheeng-tohn)	
x	k-s/s	<u>M</u> aximiliano (mahk-see-mee-lee-ah-noh)	
y	y/ee	<u>N</u> ueva <u>Y</u> ork (nweh-vah)(york) New	
z	s	<u>Z</u> acarías (sah-kah-ree-ahs)	

Just as in English, “q” is always joined with the letter “u.” The letter “u” is silent.

Don't worry about whether or not you roll your “r’s” perfectly. What is important, is to learn as many words as possible so that you can put them together in sentences and communicate!

Sometimes the phonetics may seem to contradict your pronunciation guide. Don't panic! The easiest and best possible phonetics have been chosen for each individual word. Pronounce the phonetics just as you see them. Don't over-analyze them. Speak with a Spanish accent and, above all, enjoy yourself!

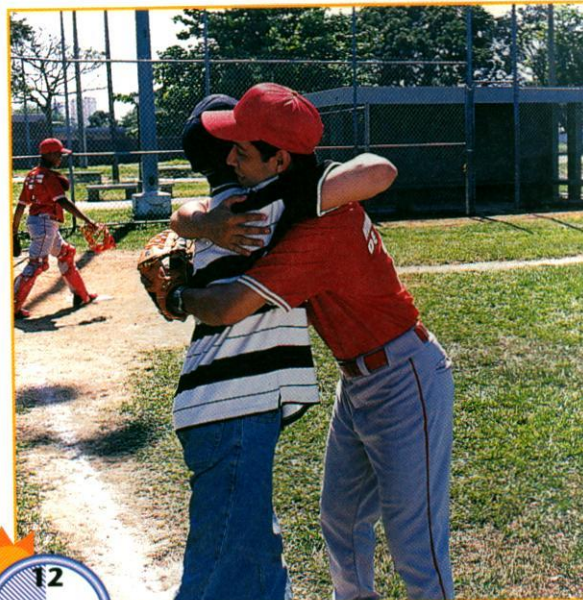
¡Hola!



When greeting, it is customary to shake hands. Many people also exchange a kiss on the cheek or a hug. The greeting changes with the time of day. **Hola** can be used anytime. **Buenos días** is used in the morning, **Buenas tardes** in the afternoon and early evening, and **Buenas noches** at night.



Hola.



Buenos días.



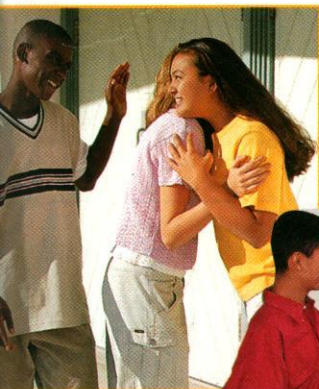
Buenas tardes.



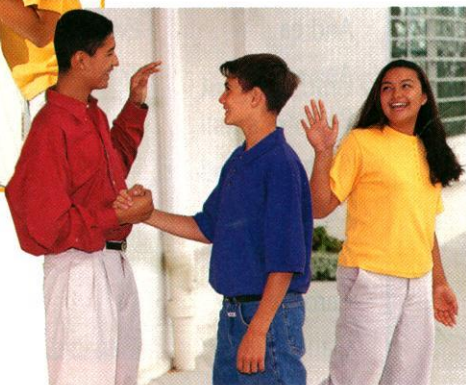
Buenas noches.

Adiós

These expressions are all used to say good-bye. **Adiós** means *Good-bye*. **Hasta mañana** literally means *Until tomorrow*. You can say **Hasta luego** or **Nos vemos** if you expect to see the person later that day or in the near future.



Adiós.



Hasta luego.



Hasta mañana.



Nos vemos.

1 Buenos días

How would you greet a friend at these times?

modelo

5:00 p.m.

Buenas tardes.

- | | | |
|---------------|--------------|--------------|
| 1. 8:00 P.M. | 3. 2:00 P.M. | 5. anytime |
| 2. 10:45 A.M. | 4. 8:30 A.M. | 6. 9:00 P.M. |

2 Hasta mañana

Use different expressions to say good-bye to these people.

- | | |
|---------------|----------------|
| 1. Ana | 3. Señora Díaz |
| 2. Señor Ruiz | 4. Alfredo |

3 ¿Saludo o despedida?

Imagine that you are in a Spanish-speaking community. Identify what you hear as a greeting (**saludo**) or a farewell (**despedida**) for these eight phrases.

4 Nos vemos

Greet and say good-bye to your partner, according to these situations.

- Greet each other in the afternoon.
You will see each other tomorrow.
- Greet each other in the evening.
You don't expect to see each other anytime soon.
- Greet each other in the morning.
You will see each other later today.

More Practice:

Más práctica *cuaderno p. 1*

Para hispanohablantes *cuaderno p. 1*

¿Cómo te llamas?



Me llamo Tomás.

Chicos

Adán	Fernando	Marcos
Alejandro	Francisco	Mateo
Álvaro	Gerardo	Miguel
Andrés	Gilberto	Nicolás
Arturo	Gregorio	Pablo
Benjamín	Guillermo	Patricio
Carlos	Ignacio	Pedro
Cristóbal	Iván	Rafael
Daniel	Jaime	Ramón
David	Javier	Raúl
Diego	Jorge	Ricardo
Eduardo	José	Roberto
Enrique	Juan	Teodoro
Esteban	Julio	Timoteo
Federico	Leonardo	Tomás
Felipe	Luis	Vicente



Me llamo Alma.

Chicas

Alejandra	Elena	Mercedes
Alicia	Emilia	Micaela
Alma	Estefanía	Mónica
Ana	Estela	Natalia
Andrea	Eva	Patricia
Anita	Francisca	Raquel
Bárbara	Graciela	Rosa
Beatriz	Isabel	Rosalinda
Carlota	Juana	Rosana
Carmen	Julia	Sofía
Carolina	Luisa	Susana
Claudia	Margarita	Teresa
Consuelo	María	Verónica
Cristina	Mariana	Victoria
Diana	Marta	Yolanda



Apoyo para estudiar

Chico, chica

In Spanish, all nouns have either a masculine or feminine gender. Masculine nouns usually end in -o and feminine nouns usually end in -a.



Francisco: Hola. ¿Cómo te llamas?

Alma: Me llamo Alma.

Francisco: Encantado, Alma.
Me llamo Francisco.

Alma: Es un placer, Francisco.

el apellido el nombre

DIRECCIÓN GENERAL DE REGISTRO CIVIL, IDENTIFICACIÓN Y CREDENCIACIÓN

CÉDULA DE CIUDADANÍA No. 040069977-3

MARTÍNEZ CARLOS

APELLIDO Y NOMBRE

08 FEBRERO 1984

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PICHINCHA/QUITO

LUGAR DE NACIMIENTO

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PICHINCHA/QUITO

LUGAR Y AÑO DE INSCRIPCIÓN

QUITO 84



Los números de cero a diez

cero



uno



dos



tres



cuatro



cinco



seis



siete



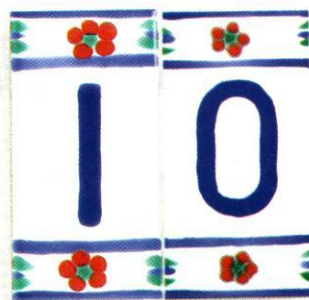
ocho



nueve



diez



Roberto: ¿Cuál es tu teléfono?

Ignacio: 8-9-7-3-1-4-2.



¿Qué día es hoy?



septiembre	el día
3	lunes
4	martes
5	miércoles
6	jueves
7	viernes
8	sábado
9	domingo

la semana

hoy

mañana



Sofía: Hoy es jueves.

Rosa: Mañana es viernes. ¡Fantástico!

Apoyo para estudiar

Days of the week

In Spanish the days of the week are not capitalized.

14 ¿Cuál es tu teléfono?



Ask for and write down the telephone numbers of five classmates.

modelo

You: Carolina, ¿cuál es tu teléfono?

Classmate: Seis - seis - tres - seis - nueve - cinco - siete.

15 El día

Tell what day it is today and tomorrow.

modelo

jueves Hoy es **jueves**. Mañana es viernes.

- | | |
|--------------|------------|
| 1. lunes | 4. martes |
| 2. sábado | 5. domingo |
| 3. miércoles | 6. viernes |

16 ¿Qué día?



You often forget what day it is. Ask your partner for help. Change roles.

modelo

lunes

You: ¿Qué día es hoy?

Partner: Hoy es **lunes**.

You: ¡Sí! Mañana es martes.

- | | |
|--------------|------------|
| 1. sábado | 4. domingo |
| 2. miércoles | 5. jueves |
| 3. viernes | 6. martes |

More Practice:

Más práctica cuaderno p. 6

Para hispanohablantes cuaderno p. 6

En resumen

REPASO DE VOCABULARIO

GREETINGS

Greeting People

Buenos días.	Good morning.
Buenas tardes.	Good afternoon.
Buenas noches.	Good evening.
Hola.	Hello.

Responding

El gusto es mío.	The pleasure is mine.
Encantado(a).	Delighted/Pleased to meet you.
Es un placer.	It's a pleasure.
Igualmente.	Same here.
Mucho gusto.	Nice to meet you.

Saying Good-bye

Adiós.	Good-bye.
Hasta luego.	See you later.
Hasta mañana.	See you tomorrow.
Nos vemos.	See you later.

INTRODUCING YOURSELF

el apellido	last name, surname
el nombre	name, first name
¿Cómo te llamas?	What is your name?
¿Cómo se llama?	What is his/her name?
Me llamo...	My name is...
Se llama...	His/Her name is...

SAYING WHERE YOU ARE FROM

¿De dónde eres?	Where are you from?
¿De dónde es?	Where is he/she from?
Soy de...	I am from...
Es de...	He/She is from...

EXCHANGING PHONE NUMBERS

¿Cuál es tu teléfono?	What is your phone number?
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Numbers from Zero to Ten

cero	zero
uno	one
dos	two
tres	three
cuatro	four
cinco	five
seis	six
siete	seven
ocho	eight
nueve	nine
diez	ten

SAYING WHICH DAY IT IS

¿Qué día es hoy?	What day is today?
Hoy es...	Today is...
Mañana es...	Tomorrow is...
el día	day
hoy	today
mañana	tomorrow
la semana	week

Days of the Week

lunes	Monday
martes	Tuesday
miércoles	Wednesday
jueves	Thursday
viernes	Friday
sábado	Saturday
domingo	Sunday

OTHER WORDS AND PHRASES

no	no
sí	yes

Skills

escribir	to write
escuchar	to listen
hablar	to talk, to speak
leer	to read

SPANISH IS THE OFFICIAL LANGUAGE OF THESE COUNTRIES:

Argentina	Argentina
Bolivia	Bolivia
Chile	Chile
Colombia	Colombia
Costa Rica	Costa Rica
Cuba	Cuba
Ecuador	Ecuador
El Salvador	El Salvador
España	Spain
Guatemala	Guatemala
Guinea Ecuatorial	Equatorial Guinea
Honduras	Honduras
México	Mexico
Nicaragua	Nicaragua
Panamá	Panama
Paraguay	Paraguay
Perú	Peru
Puerto Rico	Puerto Rico
República Dominicana	Dominican Republic
Uruguay	Uruguay
Venezuela	Venezuela