

Reporting a Missing Item

Warm-Up

First, work with your class to brainstorm lots of personal items that people often lose. Next, think of some locations *where* people lose and find these items.



Dialogues

Read the dialogues, and practice with a partner.

Practice a second time and change any words in *italics> to new words.*

A. Asking about a Missing Item (informal)

- A:** Hey, Mom! Have you seen my *glasses*?
- B:** Yes. They're on the *kitchen table*.
- A:** Kelly, do you know where my *car keys* are?
- B:** Nope. Check your *pockets*.
- A:** You haven't seen my *phone*, have you?
- B:** It's on your *desk*.

B. Reporting a Missing Item (formal)

- A:** I left my *wallet* in the change room. Has anyone turned it in?
- B:** I'm afraid not. You can report a missing item on this lost-and-found form.
- A:** Excuse me. I think I left my *credit card* in your *machine* a minute ago.
- B:** Yes, you did. I was hoping you would come back. Here you go.
- A:** Where would I report a missing item? I lost something valuable.
- B:** Go to the Information Desk on the second floor.

C. Reporting a Found Item

- A:** Excuse me. I found *this necklace* outside on the sidewalk.
- B:** Thank you. I'll put it in our lost-and-found drawer.
- A:** The customer before me left his *debit card* in the machine.
- B:** Oh, no! Thank you so much for returning it.

Grammar Review

LOST-AND-FOUND

A. Asking about a Missing Item

Use the present perfect tense to ask about a missing item (unspecified time).

have/has + subject + past participle + object

- Have you seen my car keys?
- Has anyone seen the stapler?
- Have you lost your phone again?

B. Reporting a Found Item

Use the simple past tense to report an item that you found.

subject + found + object (+ prepositional phrase)

- I found this wallet on the street corner.
- We found your keys in the parking lot.
- She found her phone in her purse.

Turn In

The verb *turn in* means to submit something. You can use this verb when you lose something or find something that does not belong to you. You can *turn* the item *in* to the police or to a front desk.

- Has anyone **turned in** a set of keys?
- Has anyone **turned** a set of keys **in**?
- I **turned in** a set of keys on Friday.
- I **turned** a set of keys **in** on Friday.

Sentence Building

Complete the dialogues by filling in the blanks with appropriate questions or responses. Try not to use the same question or response more than once. Practice your dialogues with a partner.

1. A: _____

B: Yes, someone turned in a pair of black gloves this morning.

2. A: Have you seen my library card?

B: _____

3. A: _____

B: The last time I looked, it was in the basement.

4. A: You haven't seen my camera, have you?

B: _____

5. A: _____

B: Oh, thanks for turning it in. I'll put it in the lost-and-found.

Describing a Missing Item

A. Reference

Physical Features

- It's an iPhone 6. (*brand*)
- It's black and green. (*color*)
- They have red-and-white stripes. (*pattern*)
- It's circular with a star-shaped sticker on it. (*shape*)
- It says PopStar on it. (*text*)
- It's pretty small. (*size*)
- They're leather. (*material*)
- It's brand new. (*condition*)

Value

Have you ever lost something that was very important to you? Was it worth a lot of money or was it passed down from a loved one? Here are some ways to describe value (personal and monetary).

- It's valuable.
- It has sentimental value.
- They are brand new!
- It's very important to me.
- It's expensive.
- It's my favorite one.
- It's my brother's.
- They don't belong to me.
- I need it for work.
- I can't live without it.

B. Practice

Now work with a partner. Describe some of your personal items that could go missing, such as your wallet, purse, gloves, or jacket. Describe the physical features and the personal or monetary value of the items.

Tag Questions

A. Reference

Tag questions are often used when inquiring about missing items. With this type of request, the person assumes the answer will be “no.” Begin with a negative auxiliary (helping) verb, and add the opposite (positive) verb tag after the comma.

- You **haven't** seen my keys, **have** you?
- You **don't** know where the remote control is, **do** you?
- You **aren't** sitting on my phone, **are** you?

Pronunciation Tip:

Your voice (intonation) should go up at the end of a question.

B. Complete the Questions

Complete the questions by adding the tags. Use the examples above to help you. Then practice the dialogues with a partner.

1. A: You don't have my extra set of keys, _____ ?
B: No, I'm sorry, I don't.
2. A: You haven't seen the newspaper, _____ ?
B: Yes, I have. It's in the recycling bin.
3. A: You aren't hiding my cigarettes, _____ ?
B: No, I'm not.
4. A: You don't happen to know where my gloves are, _____ ?
B: Actually, I saw them in the backseat of the car.

Role-Play

HEY, MOM!

Think back to your childhood. What did you often lose as a child? Take turns going to the front of the classroom. The person at the front pretends to be the mom or dad of the family. The other students pretend to be the kids who have lost items. The mom or dad will come up with many different answers. Switch roles after the mom or dad has answered many questions.

Example Questions:

- Hey, Mom! Have you seen my running shoes?
- Do you know where my running shoes are?
- You haven't seen my running shoes, have you?
- I lost my running shoes. Have you seen them?
- You didn't move my running shoes, did you?