Unit 22 Getting around

Task 04

Announcer: How to use an Automated Teller Machine. Listen to the podcast about using an ATM.

Narrator: So, you need some cash for your vacation, but instead of exchanging money at the airport, you want to withdraw it using your normal bank card at an ATM. Before you leave, check with your bank that your bank card will work abroad. You can usually choose between several languages, when making a transaction, but German is rarely an option in North America. In order to withdraw money, you need just three things: a bank card, PIN code and an ATM.

First, enter or swipe your card through the machine. After the card has been read by the machine, enter your PIN code, which is the same internationally. Then, select what you want to do from a menu. Usually, there are two options: to check your balance and to make a withdrawal. If you want to know how much money you can withdraw, check your balance. Then go back to the main menu and make a withdrawal. That means “to take money from a bank account.” Then, choose how much money you want. After making a selection, the machine will send a message to your bank account, which then allows the bank to give you the money you requested. Next a small door will slide open and the cash will appear.

After completing the transaction, you should make sure you have the correct amount of money and that you have your bank card.

One thing you will definitely not be able to do in the US, is to top-up your mobile phone credit using an ATM.

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