Asking someone for their opinion about a topic

Yes/No Questions

- § Do you believe in ...?
- § Do you believe in ...?
- § Do you think we should ...?
- § Do you think everybody should ...?
- § Do you think that...?
- § Would you consider ...?
- § Would you ever consider ...?

OR Questions

- § Are you for or against ...?
- § Would you prefer...?
- § Would you rather ...?
- *§ What is better: ... or ...?*

WH Questions

- *§* What do you think of ...?
- § What do you think of ...?
- § What do you think of package holidays?
- § What do you think is the problem between ... and ...?
- *What do you think is the problem with ...?*
- § What do you think are the causes of ...?
- § What are the advantages and disadvantages...?

Negative Yes/No Questions

- § Don't they...?
- § Don't you think it's better to ...?
- § Don't you understand that ...?
- § Don't you see that ...?
- § Can't you see that ...?
- *Wouldn't it be better to ...?*
- *Wouldn't it be wiser to ...?*
- **§** Wouldn't you agree that ...?
- § Why shouldn't they?

Delaying Strategies

- § I can't answer that directly.
- § I'll need time to think about that.
- § That's a very interesting question, because...

- § That's a difficult question to answer, because...
- § That's a tough question to answer, because...
- § To be honest, that's a difficult question, because ...
- § That's a very good question. The reality is that ...
- § What do you mean by that?
- § What do you mean by ...?
- § Well, it depends on what you mean...
- § Well, if you ask me, it all depends on your circumstances...
- § Well....

Asking someone information

- § I'd like to know
- § I'm interested in
- § Could you tell me..?
- § Could I ask about ...?
- § Do you know if...?
- § Do you know what....is?
- § Do you happen to know whether or not...?
- § Do you happen to know what.... Is?

Presenting arguments

Presenting the most important point

- § The main thing is...
- § The most important thing is...
- § Primarily
- § Most importantly,

Presenting a number of arguments

- § First of all, ...
- § Firstly, ...
- § Well, firstly ...
- § To begin with, ...
- § I'd start by ...
- § For a start, ...
- § There're two points here. Firstly, ... Secondly, ...
- § There are two problems here.... Moreover
- § You also have to consider

Adding an argument

- Also,
- Again, that depends on ...
- In addition, ...
- What's more, ...
- I might add that...
- Perhaps I should also mention...
- Not to mention the fact that ...
- § Plus the fact that...
- *Not only that, but...*

Giving your opinion about a topic

Expressing a strong opinion

- *In my opinion, ...*
- § *In my view, ...*
- *In my reckoning, ...*
- I strongly believe in ...
- I definitely think that ...
- Well, if you ask me, ...
- § Well, I think ...
- § I believe
- § I strongly believe
- § I have a reason to believe
- § I'm sure that...
- I'm pretty sure that...

Expressing a strong value (It's / They're + value adjective)

- It's a nonsense to ...
- ... It's a scandal, because ...
- It's perfect for ...
- It's wrong... Likewise, ...
- They're ideal ...

Expressing certainty

- According to government statistics, ...
- Actually, ...
- § In fact, ...
- § Clearly, ...
- Obviously, ...
- § People have always ...
- People just won't continue to ...
- § Without doubt, ...
- § There's no doubt that
- **Undoubtedly**
- Surely, ...

Agreeing

Expressing complete agreement

- Exactly!
- § Precisely!
- § Totally!
- Absolutely!
- That's right!
- § Correct!
- § You're right!
- § You're so right!
- § That's so true!
- § § I couldn't agree with you more!
- I'm with you on that
- That's just what I was thinking!
- That's exactly what I think.
- That's a good point.
- § That's just how I see it.
- § My feelings exactly.
- I'll say!
- You can say that again!

Agreeing in part

- Yes, perhaps, however ...
- § Well, yes, but ...
- § Yes, in a way, however ...
- § Hmm, possibly, but ...
- § Yes, I agree up to a point, however ...
- Well, you have a point there, but ...
- There's something there, I suppose, however...
- I guess you could be right, but ...
- Yes, I suppose so, however ...
- That's worth thinking about, but ...

Expressing conditional agreement

- I'd agree with you if ...
- I'd certainly agree if you're thinking of ...

Disagreeing

Expressing complete disagreement

- § I don't think so!
- § I disagree
- § I disagree entirely.
- § I'm afraid I can't agree.
- § I'm afraid you're wrong
- § On the contrary!
- § Definitely not!
- § Rubbish!
- § Nonsense!
- § That's ridiculous!
- § Never in a million years!

Using irony to express disagreement

- § Come off it!
- § Come on!
- § Do you really think so?
- § What!
- § You can't actually mean that!
- § You can't be serious!
- § Are you pulling my leg?
- § Are you kidding?
- § You must be kidding!

Dismissing an argument as irrelevant or improbable.

- *§ That isn't the point.*
- § That's highly debatable.
- § That's highly unlikely.

Disagreeing diplomatically (through doubt)

- § I wonder whether that's the case.
- § Hmmm, I'm not sure about that..
- § I'm not sure (that) it works like that.
- § I'm not so sure about that.
- § I'm not so certain
- § Well, I'm not sure whether you can really ...
- § Well, I don't know...
- § Well, it depends...
- § I'm inclined to disagree with that...

Disagreeing in part (appeal to logic)

- § Not necessarily
- § That doesn't necessarily follow.
- § That's not necessarily true
- § That isn't strictly true.

Countering

Countering directly (through antithesis)

- § But
- § But who can say that ...?
- § *But why* ...?
- § But if ...
- § But surely, ...

Countering politely (through agreement followed by antithesis)

- § Yes, but remember that
- § Yes, but it isn't that ...

Countering politely (through partial agreement followed by antithesis)

- § That may be so, but ...
- *§* That may be true, but ...
- § That may be so, ...
- § That might have been the case once, but ...
- § Well, maybe they do, but ...
- § You may be right about ..., but ..
- § Maybe...But the problem is...
- § That's a good idea, but...
- § That's a good point, but...
- § I'd love to, but...
- § That would be great, except that...
- § That may be so, but...
- § Possibly, but...
- § ..., but what I'm concerned with is...
- § ..., but what I'm afraid of is...
- § ..., but what bothers me is...
- § ..., but what I don't like is...
- § ..., but what I'm concerned with is...

Countering using "after all" "at least" "even so" both for concession and antithesis

- § ... After all, ...
- § At least there's ...
- § But at least...
- § Well, even so, ...

Logical Argument

Ouestions or conclusions based on conditions with "if"

- If ..., why don't they just ...?
- *What if ...?*
- Ş And what happens if ...?
- § What would happen then if ...?
- *If that is so..., (then)*
- § That would be true if...
- You would be right if...
- § That would make sense if...
- *It'd be O.K. if ...*

Questions based on conditions with sentence adverbials " then" and "so"

- But if you... Then how do you go about ...?
- Then can you tell me what's wrong with ...?

Expressing Cause and effect

Cause

- The reason why... is ...
- § The reason why ... is that ...
- § Due to
- § Because...
- § Because of...
- § Because...,
- § Since...,
- § ... is why...

Result

- For this reason,...
- § For this reason alone, ...
- § Owing to this, ...
- § This is why ...
- § That's why...
- This is the reason why ...
- § *Therefore*
- § So
- § As a result
- Consequently,...
- Thus,...

Clarification

Asking someone to repeat

- Pardon me?
- Pardon?
- Excuse me?
- Sorry?
- § I'm sorry?
- § I beg you pardon?
- Could you say that again?
- Would you repeat that please?
- § § Would you mind repeating that please?
- § Sorry, what did you say?
- § Sorry, what was that?
- What's that again?

When you can't follow the logical progression in someone's argument

- You lost me there.
- § I'm lost.
- § I'm not following.
- I don't follow.
- I didn't get that.

Asking for clarification through short Yes/No Questions inviting illustration or example.

- And are they right?
- § Does that make it ok?
- Can you be a bit more specific?
- *Are you saying that ...?.*
- Are we talking about ...?

Clarification through "What" or "How" **Questions inviting illustration or** example.

- What's wrong with that?
- § What's wrong with ...?.
- What do you mean?
- What do you mean by ...?
- § § What are you trying to say?
- § In what way?
- How do you mean?
- § § Why do you say that?.
- § § Why is that
- Why not?
- Can you explain why ...?
- Why do you think that?

Giving clarification / Reiteration through reference to subject

- I'm talking about ...
- I'm saying that ...
- What I'm saying is that ...
- The whole point of this is that...
- That's what this discussion's about.
- I'm talking about ...

Giving clarification after misunderstanding

- What I mean is... §
- § What I meant is...
- What I'm saying is...
- § What I'm trying to say is...
- § Don't get me wrong...
- § Don't misunderstand me...
- § Let me put it another way, ...
- § That's not what I said...
- § That's not what I meant
- What I said was...
- What I really said/mean/meant...
- You must have misunderstood me...
- Let's get it straight...

Illustrating a point

- For example, ...
- For instance, ...
- § Take for example ...
- A classic example of this is...
- A classic example of this would be...
- § To illustrate my point...
- Let me give you an example...
- Just as an example, let me ...

Expressing solutions and alternatives

- The solution is to ... Then you will ...
- The best way to ... is ...
- To ..., you really have to
- There are many choices. You can ... You can
- Alternatively, ...
- Instead, ...
- The alternative is...

Interrupting

Polite interruption

- Sorry, but...
- May I say something?
- May I add something?
- May I ask a question?
- I'd like to say something about that

Holding the floor

- Hold on
- § Hold on a second
- Yes, I was about to mention that.
- Well, I was about to come to th.t
- Sorry, I haven't finished yet
- § ... I haven't made my point yet
- § ... I'm about to make my point
- § ... I'm almost done
- Š ... If you could just give me a second
- § ... If you let me finish, I'll tell you!
- § § Please let me finish
- Could you wait until I'm done?
- § I'm talking here!
- § Would you let me finish?
- Would you hold on a second?

When two people start speaking at the same time

- Please
- § Go ahead
- § You first
- § Please, I can wait
- It wasn't all that relevant
- It wasn't important
- Never mind.

Specific cases

- In that case
- In that respect
- If you are talking about..., then...
- As far as that goes...
- On that point...

Exceptions

- § There are exceptions, of course...
- § One should mention, or course...
- § An exception to that is...
- § This does include...
- § Except of course...
- § One exception is...
- § Another exception is...

Getting back to the point

- § Anyway
- § In any case,...
- § To return to...
- § Returning back to...
- § To get back to the point...
- § Let's get back to the point...
- § Where was I?
- *§ What were we talking about?*

Generalizations

- § Generally,...
- § In general, ...
- § As a rule,...
- § Usually,
- § Typically,
- § By and large,
- § On average,
- § Generally speaking,
- § Speaking in general terms,...

Conclusions

- § To make a long story short,...
- § So in short,...
- § So you see...
- § So, finally,...
- § So,...
- § All in all,...
- § In the end,...
- § To conclude,...
- § To sum up,...
- § To summarize,...
- § Summing up, ...
- § To put it simply,...
- § To put it in a few words, ...
- § In a nutshell,...
- § In brief, ...
- § To be brief,...

Soliciting feedback

Making sure that you have the listener's attention.

- § Right?
- § You know?
- § (you) know what I mean?
- § You understand?
- § Got me?
- § Got it?

Making sure that the listener is following your explanation or logical argument.

- § (are) You following?
- § Are you following me?
- § Are you with me?
- § Okay so far?
- § Do you understand so far?
- § Have you got it?
- § (It) Makes sense, right?

Reminding the listener of something you said earlier.

- § Remember?
- § Remember when I said...?

Providing feedback

Keeping the conversation

- § Right
- § Okay
- § Yeah
- § I know what you mean.
- § Iknow.
- § I see...
- § Of course
- § That's normal
- § True

Keeping the conversation by asking the speaker to provide more information.

- § Yes?
- § And?
- § Well?
- § So?

- § Then...
- § And then?
- § Such as...?
- § Mh hmn
- § Uh-huh

Keeping the conversation by showing surprise.

- § Really?
- § Is that right?
- § I didn't know that!
- § Wow!
- § Are you sure?
- § How do you know?
- § How do you know that?
- § Who told you that?
- § No way!
- § No!
- § (are) you serious?
- § For real?
- *§ How's that possible?*

Explanations

- § Let's see...
- § Ok!
- § Let me put it this way
- § Let me put it another way.
- § Let me see if I can explain it for you
- § Here's the thing.
- § Here is what I mean.
- § This is what I want to say.
- § I'll try to explain.
- § Let me try again.
- § Here's what you need to know/remember