

Giving opinions,

- I'm sure that ...
- I (definitely) think that ... / we should ...
- In my opinion
- In my view
- Personally ...

Making suggestions

- I suggest / propose ...to ...
- Wouldn't it be better to ... ?
- Why don't we ...?
- Couldn't we ... ?

Agreeing

- I think you're right
- Exactly!
- I completely agree.
- Good idea!
- I agree with you
- Of course / sure

Disagreeing

- I respect your opinion, but ...
- Yes, but ...
- It's out of the question.
- I totally disagree with you
- I'm not at all convinced it will work.
- Correct me if I'm wrong, but ...
- Wouldn't it be better to ...?
- I can't agree with you
- I can't share your opinion
- I think you're wrong

Asking for opinion

- What do you think about ... ?
- Don't you think that ... ?
- Do you think we should ... ?
- How about ...+ing ?

Interrupting

- May I interrupt you for a minute?
- Excuse me, but ...
- Could I just say something about ...?
- Let me speak, please!

Preventing an interruption

- If you would allow me to continue ...
- If I could just finish explaining ...
- Listen ...
- Don't interrupt me, please!
- Let me finish!

Asking for clarification

- Sorry, could you repeat that?
- I'm not sure I understand.
Do you mean ...?
- Correct me if I'm wrong, but ...

Linkers

- To add: and – and then – also – moreover / besides – in addition to this –
- To contrast: but – despite – in spite of – however / anyway – on the other hand – although – though – instead – on the contrary – yet
- Sequencing: first / second – first of all – for a start – next – soon – after that – soon after – then – at last – in the end – finally – when – suddenly.
- To conclude: thus – to sum up – in short – so –