

USEFUL PHRASES

DURING THE EXAM

GREETINGS/INTRODUCING YOURSELF

- Good morning/afternoon.
- I'm (Andy).
- Nice to meet you.
- My name is...

ASKING FOR A QUESTION TO BE REPEATED

- Excuse me/Sorry, could you repeat the question, please?
- I'm sorry, I didn't hear/catch that.
- Pardon?

- Could you say that again, please?

ASKING THE EXAMINER TO EXPLAIN AN UNKNOWN WORD OR PHRASE

- Could you explain this word to me?
- Sorry, what does 'embezzlement' mean?/What's 'embezzlement'?
- I'm not sure - does it mean...?

ASKING THE EXAMINER TO EXPLAIN A QUESTION

- I'm not sure I understand.
- What exactly do you mean?
- Excuse me, could you explain that?
- I'm sorry, I don't quite see what you mean.

HESTATATING AND PLAYING FOR TIME

- That's a good question/an interesting question.
- Let me think.
- It's hard to say, really.
- I'm not quite sure but I believe/think...

INTERRUPTING THE EXAMINER IN A POLITE WAY

- Excuse me.
- Sorry to interrupt, but...
- May I interrupt?
- May I add something?

SAYING GOODBYE

- Goodbye/Bye.
- It's been nice to meet you./Nice meeting you.

DISCUSSION

EXPRESSING AND JUSTIFYING YOUR OPINION

- In my opinion,
- If you ask me,...
- I can certainly agree about that.
- I definitely agree.
- Yes, you're right.
- Absolutely.
- OK, you've convinced me.

DISAGREEING

- I see what you mean, but...
- I see your point, but...
- I'm afraid I can't agree with you on that, because...

AGREEING IN PART

- [I agree] you have a point there, but...
- Yes, but on the other hand...

PLAYING FOR TIME

- That's an interesting question.
- That's an interesting point.
- Good point.

QUESTIONING WHAT YOUR INTERLOCUTOR HAS SAID

- But what about (family and friends)?
- But do you really think...?

ACKNOWLEDGING A HELPFUL QUESTION OR COMMENT

- I'm glad you've mentioned that.
- I'm glad you asked that (question).

TALKING ABOUT PHOTOS

- Both photos show/have to do with ...
- One thing these photos have in common is...
- In the photo on the left/right ...
- In contrast, (the man/woman/place in the other photo)...
- He/She seems...
- The man/woman/people appear(s) to
- He/She must/may...
- He's probably...
- The (person/place) looks like...
- It looks as if ...
- We can imagine...
- The atmosphere in the first photo/the second photo/both photos...
- Personally...

ROLEPLAY

STARTING THE CONVERSATION

- We have to discuss...
- Can we talk about it now?
- We need to talk (about...).

ON THE PHONE

- Julia speaking.
- Adam here.
- I'm calling about... / It's about...

MAKING SUGGESTIONS

- Why don't we...?
- How about...?
- Why not...?
- Would you like to...?
- Shall we...?
- Perhaps we should/could/might...
- If I were you, I would...

AGREEING

- Absolutely/Of course./Right.
- Perfect./Brilliant.
- You're right.
- OK, let's do that.
- That'd be great.
- Good/great idea.
- That's fine with me.

DISAGREEING

- I'm afraid I don't agree at all.
- I'm not sure./convinced.
- I don't think that's the best idea/solution/suggestion.
- I don't think it is... (adj.) enough.

APOLOGISING AND BAD NEWS

- I'm really sorry (to have to tell you this).
- I'm afraid (I can't go).
- I'm really sorry to let you down.
- It's not your fault, is it?
- I'm sorry to hear that.

ANALYSING DIFFERENT OPTIONS

- There are several (good) ideas here.
- I think it's better to...
- I think ... is the best idea.
- It depends...

ORAL EXAM

EXPRESSING DOUBT

- But what if...?
- Are you sure it's the right thing to do?
- I/we don't know (if)...
- It's possible that...
- This might (not) be the best idea.
- They may not like it.

FORMULATING PLANS

- First, we could..., and then/next...
- Let's hope it all turns out right.

ASKING FOR PERMISSION OR APPROVAL

- Could I/we...?
- Do you think I/we could...?
- May I...?
- Would it be OK if I/we (did sth)...?

REACHING A COMPROMISE

- OK, so we can... first..., and then...
- Shall do it my/your way, then?
- So we've agreed on/to...
- OK, if you insist.

SPEAKING ON A SET TOPIC - PRESENTING YOUR OPINION

INTRODUCTION

- I agree/disagree/partly agree with the statement.
- I agree that ...
- I think there are a few exceptions.
- First I'd like to talk about...
- Then (I'm going to mention)...
- I would like to consider two aspects of this question/issue: ...

ARGUMENTS AND EXAMPLES

- So, firstly... Secondly, Thirdly,
- On the other hand...
- Finally,
- Why (do people think so)?
- So is it true that...?
- For example... / For instance...
- Here's another example:
- So should (we/people/schools/governments) ...?

CONCLUSION

- So, in conclusion, ...
- To conclude, ...
- To sum up, ...
- On the whole...

SPEAKING ON A SET TOPIC - NARRATING OR DESCRIBING

NARRATING

- It [all] happened (in 2005/when I was twelve).
- After we (had eaten the chocolates), we (went swimming).
- Then/Later...
- Suddenly/All of a sudden...
- I still remember that (day/event) so clearly.
- It was memorable because...

DESCRIBING

- It is/was/would be situated in...
- The most characteristic thing about him/her/it/the place is/was that...