

Business Meeting & Discussion Phrases

USEFUL PHRASES

If you consider... you could be convinced by an argument in favor of...

But you have to think about another aspect of the problem...

I do not feel this is a direct cause of...

Of course it goes without saying that...

There has been a growing body of opinion that..

... the situation can be addressed by adopting the methods mentioned above...

While I admit that...

One approach would be...

Obviously,...

In addition...

In fact..

I am unconvinced by...

In the final analysis...

I would argue that...

A second possibility would be to...

However, This suggests that...

To sum up...

I tend to disagree...

Overall,...

EXPRESSING VIEWS

I would argue that...
I firmly believe that...
It seems to me that..
I tend to think that...
People argue that..
Some people think that...
Many people feel that...
In my experience...
It is undoubtedly true that..
It is certainly true that....

PROVIDING SUPPORT

For example,...
For instance,...
Indeed,...
In fact,...
Of course,...
It can be generally observed that...
Statistics demonstrate...
If this is/were the case...

REFUTING AN ARGUMENT

I am unconvinced that...
I don not believe that..
It I hard to accept that...
It is unjustifiable to say that...
There is little evidence to support that...

DEFINING/EXPLAINING

I would argue that...

By this I mean...

In other words..

This is to say...

To be more precise..

Here I am referring to ...

USE SPARINGLY (=a little)

First/second, etc...

Moreover..

In addition...

Furthermore,...

Nevertheless/nonetheless...

On the one/other hand...

Besides...

Consequently...

In contrast...

In comparison...