

# Week 5 – Term 1 – JUNE 2016 – Class Contents – **UPPER Intermediate** Class

## Agenda

- 1. **REVIEW: 3** “Talking about Yourself” Phrases
  - 2. **REVIEW: “Business Speaking”** Technique
  - 3. **PRACTICE: 3** “Business Opinion **Creating**”
  - 4. **REVIEW: 5** “Business **REASON**” phrases
  - 5. **REVIEW: 5** “Business **EXAMPLE**” phrases
  - 6. **Homework** Assignment
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## **REVIEW: Talking about Yourself Phrases**

- **3 KEY Phrases:**
  - 1. *In my case, ....*
  - 2. *As for me, ....*
  - 3. *Personally, ...*
  - **Ending:** That’s my case.
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**WARM-UP:** When do you start to wear “short sleeved” shirts in the summer?

## **LEARN and USE: Talking about Yourself Phrases**

- 1. *In my case, ....*
- 2. *As for me, ....*
- 3. *Personally, ...*
- **Ending:** *That’s my case.*

## REVIEW: Business ANSWERING Phrases

- 1. “That’s a good question.
- 2. “That’s a tough question.
- 3. “That’s an interesting question.

## REVIEW: Speaking Technique

→ Business Answer Phrase + Thinking Phrase + Business Opinion Phrase

### EXAMPLES:

- 1. “That’s a good question. + Let me see....”, from my point of view, .....
- 2. “That’s a tough question. + Well, ... ”, the way I see it, .....
- 3. “That’s an interesting question. ” + What should I say....,” my take is....

Advice: You should try to make these phrases “automatic” when your overseas guest or client asks you a business question.

## REMINDER:

- **Good Speaking Technique:**
- Business Answer phrase → Thinking phrase → Point → Reason → Example → Ending → Throwback
- **Ex.** “That’s a good question. + Let me see....”, From my point of view, ..... mainly because.....A good example is....That’s my opinion. What do you think about....?

## REVIEW: Business “REASON” Phrases

### 5 Key Phrases

- 1. **primarily because...**
- 2. **for the very fact that...**
- 3. **for the simple fact that...**
- 4. **The reason why is...**
- 5. **The main reason is....**

## REVIEW: “EXAMPLE” Phrases

### 5 Key Phrases

- 1. Case in point
- 2. A good example is...
- 3. One example is...
- 4. i.e.
- 5. One example that comes to mind is...

### LOGICAL SPEAKING: (PREET)

- 1. Say your **P**oint
- 2. Say your **R**eason
- 3. Give a good **E**xample
- 4. Say your **E**nding
- 5. Say your **T**hrowback question

## LET’S PRACTICE: Topic is “Business English”

- Write down your opinion:
  1. From my point of view, ....
  2. The way I see it, ....
  3. It seems to me that....
- Note: Make sure to include:  
Reason, Example, Ending, Throwback
- Time limit: 5 minutes
- Total: 5 Opinions (including details, reasons, examples, Ending Sentence, and “Throw back sentence.”)

# **HOMEWORK:**

- Write down your 3 opinions each for:
  - 1. **This week's Town Hall meeting**
  - 2. **Our company situation**
  - 3. **Original Business Topic**
- Total: 9 opinions
- **NOTE:** Include your **R**easons, **E**xamples, **E**nding, and **T**hrowback phrases.
- **USE:** "PREET" Technique

----- END OF LESSON -----