

# Week 6 – IC1 Class – Asking for REASONS in Business Situations

February 2016

*Today, we are going to study how to ASK for REASONS” in meetings, discussions, and teleconferences. Take a look at the example below and analyze how to ASK REASON QUESTIONS in business situations.*

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## “Asking questions to your client”

- 1. If possible, can you explain the reason why....
- 2. If you don't mind, can you tell us the reason why....
- 3. If it's okay with you, can you give us the reason why....

### EXAMPLES:

- 1. If possible, can you explain the reason why the launch date is delayed?
- 2. If possible, can you explain the reason why there are so many bugs?
- 3. If possible, can you explain the reason why you need more time?

### EXAMPLES:

- 1. If you don't mind, can you tell us the reason why the shipment will be late?
- 2. If you don't mind, can you tell us the reason why the specifications need to be changed?
- 3. If you don't mind, can you tell us the reason why our sales did not increase?

### EXAMPLES:

- 1. If it's okay with you, can you give us the reason why we need to change the design?
- 2. If it's okay with you, can you give us the reason why our client doesn't like our offer?
- 3. If it's okay with you, can you give us the reason why we have to change our policy?

## Homework:

- **Directions:**
- 1. Next week, we will do a “meeting simulation” with a business client.
- 2. Think about some business situations regarding your work, project, or business situation.
- 3. Then, make **3** original sentences for each of the THREE new patterns that you learned today.
- Total: **9** original sentences
- 4. PRINTOUT your homework and bring it to class next week.
- 5. Good luck!