**Functional Language Lists**

**Expressing opinion**

Pros

* The main benefit of ….is
* …is generally a good thing because…
* One positive aspect of …is…

Cons

* On the other hand, …
* As for the disadvantages, …
* … is not a good idea.

Giving opinions

* I believe/don’t believe that…
* In my view/opinion…

Agreeing

* I (completely) agree because…
* Absolutely!
* Wouldn’t you agree that…?

Disagreeing

* Yes, but…
* I take your point, but…
* I’m afraid I disagree.

Giving examples

* For example, …
* …, say, …
* Take…
* A case in point is…

Expressing arguments

* First of all …
* Another thing is that…
* If we…, then…
* I’m convinced that…

Interrupting

* May I come in here?

**Opening sentences**

* It is a well-known fact that…
* It is generally agreed today that…

**Introducing ideas**

* The first thing to point out is…
* It would also be interesting to…
* … but to return to our main theme…
* On the subject of… I want to say that…

**Adding points**

* What is more, …
* In particular, …
* We should also remember that…
* Firstly, … Secondly, … Finally, …

**Opposing ideas**

* Although…
* Some… while others…
* Contrary to that…

**Quoting another person**

* In the author’s view…
* The author points out that…
* According to some experts, …

**Possibilities and probabilities**

* It is possible that…
* … is likely to…
* It could/may/might be that…
* possibly/probably/most likely…
* There’s a good chance that…

**Expressing uncertainty**

* This may explain why…
* I doubt that…

**Expressing certainty**

* Undeniably…
* It is clear that…
* What cannot be denied is that…

**Comparing and contrasting**

* While… /Whereas…
* A… is different from a… in that it…
* In contrast to a …, a …
* The two are similar/different in that…

**Making suggestions**

* If someone (has to) …, then…
* I’d suggest/recommend that he WALK/GO
* I recommend/suggest going
* I would be a good idea (for that person) to do
* … should…

**Describing advantages and disadvantages**

* The (dis)advantage of … is (that)…
* … is much/far better than… because…
* … isn’t as good as… for the reason that…

**Describing causes**

* … is caused by…
* … results from…
* … is the result of…

**Describing effects**

* … has the effect of…
* … can result in…

**Describing a process**

* At first…/At the start…
* In the first phase…/At the beginning…
* Then…/Next…
* Finally … / At the end…

**Explaining why things happen**

* … because of…
* The reason WHY… is that …
* This led to…/resulted in…
* As a result/consequence, …
* Thus/Therefore…

**Holding a panel discussion**

* The main issue is…
* The first point to note is…
* Another thing I’d like to point out is…
* Firstly, …/Secondly, …
* That’s a good point, (but…)
* I’d like to add that…
* I’d like to pick up on what … said. …
* May I just add one thing?
* To sum up, ...
* To conclude, … / In conclusion, …

**And more specialised functional language…**

**Describing structures and functions**

* A… consists of…/is composed of…
* A… can move forwards/backwards/sideways…
* A… is limited/restricted/flexible in its range of movement.

**Describing shapes/parts and functions**

* The… is shaped like a…
* The … is curved/rounded/straight/convex/concave/flat/hollow/solid/filled with/ wide/narrow/thick/thin
* It gets thinner/flatter…
* The way it works/functions is…
* When you (straighten/bend) …, then the… (contracts/relaxes) …

**Talking about graphs**

* The graph shows an increase/rise/decrease/fall in …

in relation to the number/amount/size/… of…

* The curve starts at…with… and increases/rises/decreases/falls…

steadily/gradually/slowly/sharply

* It remains constant/at the same level
* It reaches a peak/maximum/low point/minimum at…
* The x-axis/y-axis represents…
* The second/highest column shows the amount/level of…
* The amount/level of… is twice as high as the ….
* … seven times higher than
* … has just as much/many… as

**Talking about statistics**

* Figures increased/rose/stayed the same/remained constant
* Figures decreased/dropped/fell/levelled out/rose BY... per cent
* The cause of the increase/decrease/…/ was…
* What we learn from these statistics is that…

**INFORMAL GROUP WORK: BRAINSTORMING and CHOOSING BEST IDEAS**

**Stating objectives**

* What we need to do is…

**Encouraging contributions**

* Any thoughts on…

**Making suggestions**

* Any votes for…?
* Anyone got any objections to…?

**Showing enthusiasm**

* Yes, I’d go along with that.
* That would be…

**Comparing ideas**

* The same goes for..
* That’s also true of..

**Getting rid of ideas**

* … may not be a good/practical idea.
* It wouldn’t be easy to…

**Choosing ideas**

* We should probably opt for…
* Let’s go with …
* That sounds like a plan!

**Structuring a presentation**

* A great deal is being said and written about…
* During my talk I will try to show you...

first

then

after that

finally

I would like to begin by...

* Now that I have shown you..., I would like to move on to...
* That brings me to the next point...
* Now I would like to take a closer look at...
* Let me now turn to...
* Are there any questions?
* I would like to finish by going over the most important points again...
* At the end of my presentation I would like to thank you for your attention.