

Interactive Listening / Speaking Gambits

Interactive listening:

Uh huh.	Yes.	<i>nod</i>
Really?	Right.	<i>frown</i>

Interrupting:

Uh . . . I'm sorry / excuse me / pardon me, but . . .
Uhm . . . could I ask a question?
Sorry for interrupting, but . . .

Refusing interruptions:

Please, let me finish.
Can I just finish my point?

Resuming after being interrupted:

As I was saying . . .
Let's see . . . where was I?
To get back to what I was saying . . .

Asking for repetition:

Say what?
What's that?
Excuse me? Pardon me?
Sorry, could you say that again?
Would you mind repeating that?
Sorry, she works where? You want me to what?
What does he do again?
Can you run that by me again?

Asking for clarification:

Sorry, I don't quite follow.
Sorry, I don't see what you mean.
I'm sorry. I couldn't hear you.

Focused clarification:

I understand A, but would you explain the next thing you said?
So, I should do A and then also do what? I didn't understand your second point.
Could you explain what you said after A?
Could you give an example of A?

Clarifying your own speech:

What I mean is . . .
What I'm trying to say is . . .
What I meant to say was . . .
Let me put it another way.

Conversation closers:

Well, I gotta go.
Well, I better get going.
Well, it was good talking to you.
Nice seeing you again. / You too!
Well, I hate to run, but my ride is here.
Okay, I'll let you get back to work now.
I have to go, but let's get together for lunch sometime.

Say hi to John for me.
Tell Matthew I said hello / hi.
Well, give my best regards to Isaiah.

Well, thanks for bringing these to me.
Thanks for letting me know about A.
Thanks for stopping / dropping by to tell me about A.

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