

1) DIVIDING YOUR MONOLOGUE

I've divided my presentation/speech/monologue/ into three/four main parts. In my presentation/speech/monologue I'll focus on three/four major issues.

2) TO GRAB THE ATTENTION OF THE AUDIENCE, YOU MAY EMPLOY Rhetorical questions

Example: Are children and teenagers watching too much TV these days? Remember that when you ask a rhetorical question you don't have to answer it. It's just used to make the audience think and make your topic more interesting.

Interesting facts Examples: according to an article I read recently, ... / Did you know that...? / I would like to share an amazing fact/figure with you.

Stories Examples: Let me tell you what happened to me.../ Suppose.../ Imagine.../ Say... (=imagine)

Problems to think about Examples: Suppose you wanted to.../ Imagine you had to... / What would be your first step? **Quotations** (a saying, a popular idea, something that a historical figure said...)

Examples: as ... once said, .../ To quote a well-known writer, ... / To put it in the words of...

3) INTRODUCING A POINT

First of all, I would like to point out... The main problem is... The question of... Speaking of...

4) ENUMERATION OF POINTS (if you provide several reasons, factors or arguments in a row)

First of all, I would like to say... In addition to that... Moreover, ... Furthermore, ... Another example of this is... First, second, third... Finally, ...

5) MOVING TO THE NEXT POINT

This leads directly to my next point. This brings us to the next question. Let's now move on to... After examining this point, let's turn to... Let's now take a look at...

6) GOING BACK (to refer to something mentioned before)

As I said/ mentioned earlier... Let me come back to what I said before... Let's go back to what we were discussing earlier. As I've already explained, ... As I pointed out in the first section, ...

7) STATING SOMETHING AS A FACT

As everyone knows... It is generally accepted that... There can be no doubt that... It is a fact that... Nobody will deny that... Everyone knows that...

8) GIVING YOUR OPINION NEUTRALLY

I think... I feel that... In my opinion, ... As far as I'm concerned... As I see it... In my view... I tend to think that... From my point of view...

9) GIVING A STRONG OPINION

I'm absolutely convinced that... I'm sure that... I strongly believe that... I have no doubt that...

There is no doubt that... I am absolutely certain that...

10) EXPRESSING UNCERTAINTY

I definitely doubt if that... I am not sure that... I am not certain that... As far as I know...

11) GIVING REASONS

The reasons for this is (that)... I base my argument on... I tell you all this because...

12) REPHRASING OPINIONS (to clarify an idea)

What I mean to say was... (lo que he querido decir es...) Let me put this another way (voy a decirlo de otra forma) Perhaps I'm not making myself clear... The basic idea is...

One way of looking at it is... Another way of looking at it is... What I want to say is...

13) INDICATING THE END OF YOUR TALK

I'm now approaching the end of my presentation. Well, this brings me to the end of my presentation. As a final point, I would like to say... Finally, I would like to highlight one key issue.

14) DRAWING CONCLUSIONS AND SUMMING UP

The obvious conclusion is... Last but not least... The only possible solution/conclusion is... In conclusion, we can say that... To cut a long story short, ... Just to give you the main points again, ...