

THE LANGUAGE OF MEETINGS

I. PRESENTING AN ARGUMENT

Beginning

I would like to begin by...
I would like to make a few remarks concerning...
I would like to comment on the problem of...
I would like to mention briefly that...
There are three points I would like to make.
The most important points seem to me to be...

Ordering

First of all, we must bear in mind...
At the outset...
To begin with...
Firstly,... Secondly,... Thirdly,... Finally,...

Introducing a New Point

I would now like to turn briefly to the problem of...
The next issue I would like to focus on is...
Turning to,...

Adding

In addition...
I might add that...
As well as,... there is also...
Not only,... but also...
Furthermore...
Moreover,...

Giving an Example

Let me give an example...
To illustrate this point, let us consider...
A case in point is...

Balancing

On the one hand...but on the other hand ...
Although...,we mustn't forget ...
Whereas...,we have to remember ...
In spite of, I still think ...
Despite the fact that...,I...

Generalising

On the whole ...
In general ...
Generally speaking...
By and large...
All in all...
All things considered, ...

The Language Of Meetings

CH Cherryholmes



The Language Of Meetings:

The Language of Meetings Malcolm Goodale, 2005 The language of meetings Ženja Kansky-Rožman, 2004 *The Language of Business Meetings* Michael Handford, 2010 Managing Language Francesca Bargiela, Sandra J. Harris, 1997-06-12 The book attempts to answer the question what do managers in multinational companies really do during meetings Following fieldwork in three corporations in Britain and Italy the picture that emerges is one that challenges the widespread understanding of meetings as boring routine events in the life of an organisation As the recordings analysed in the book show organisational meanings and relations come into existence through verbal interaction these are challenged and manipulated in a constant process of sense making in search of coherence which engages managers in their daily work life The pragmatics of pronominalisation metaphors and discourse markers as well as thematic development reveal the dynamics of sense making in both English and Italian The native perspective adopted in Part One of the book is complemented in Part Two by a contrastive study of the structural and pragmatic properties of meetings in the corporate and cultural contexts of the British and Italian multinationals respectively Finally the intercultural dimension of corporate communication is vividly portrayed in the experience of managers of an Anglo Italian joint venture examined in the concluding chapter

The Language of Business Meetings Michael Handford, 2010-08-19 This book presents a corpus based study of the language used in business meetings

Let's Do Business ,2005 **Visitron (videorecording)** Brian Howe, 1987 VISITRON 2 PROFESSEUR Brian Howe, 1988 Summary Provides a rich and realistic source of business of meetings and negotiations through analysis discussion and practice

Visitron Brian Howe, 1989 The Language Of Meeting Goodale, **Visitron** ,1988 Summary Provides a rich and realistic source of business of meetings and negotiations through analysis discussion and practice

Visitron: the Language of Meetings and Negotiations ,1992 **Report of the ... and ... Meetings of the British Association for the Advancement of Science** British Association for the Advancement of Science. Meeting, 1912 Transactions of the Pharmaceutical Meetings ,1877 **The Proceedings of the 24th Annual Child Language Research Forum** Eve V. Clark, 1993-03 This volume presents research in the field of first language acquisition discussed at the 1993 meeting of the Child Language Research Forum The contributors are Maria A Alegre Ursula Bellugi Jeffrey G Bettger Paul Bloom Melissa Bowerman Ursula Brinkmann Penelope Brown Nancy Budwig Joan Bybee Alice Shuk yee Cheung Soonja Choi Patricia Clancy Stephen Crain William Croft Cynthia Crosser Peter Culicover Eve Danziger Sonja Eisenbeiss Karen Emmorey Susan Ervin Tripp Claire Foley Dicky G Gilbers Adele E Goldberg Alison Gopnik Peter Gordon Susan A Graham Jiansheng Guo D Geoffrey Hall Alison Henry James H Hoeffner Qian Hu Tara Jackson Catalina Johnson Shyam Kapur Bonita P Klein Edward S Klima Amy Kyratzis Marie Labelle Barbara Landau Thomas Hun tak Lee Barbara Lust Rachel I Mayberry James L McClelland Zelmira Nez del Prado Dominique Nouveau Diane Poulin Dubois Lisa Riche Nancy Soja Susan Toth Sadjadi Andrew Chung yee Tse and Klarien J van der Linde *The Proceedings of the Hague*

Peace Conferences: Meetings of the first commission ,1921 *The Bulletin of the New England Modern Language Association* ,1923 *The English Language of Meetings* Malcolm Goodale,2008 Gaelic Journal ,1882 **Modern Language Forum** ,1924

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