Module 1 - Task 3: Panel meetings to hire a new project manager

Activity 3: Language for participating in a meeting

Homework

QUIZLET Participating in meetings – giving & asking for opinions, agreeing & disagreeing

https://quizlet.com/at/446333527/participating-in-meetings-agreeing-disagreeing-giving-opinions-flash-cards/

This activity will prepare you for the following VR task, where you will be asked to participate in a formal and/or informal meeting.

- Revise the phrases for participating in meetings below using the flashcards on quizlet.
  Also note which phrases are more formal, and which are more informal.
- Use the study options (learn, write, spell, test) to practice.
- If you feel you have practiced enough, you can also play the matching or the gravity game.

Function	Mode	Phrase
GIVING OPINIONS	more informal	I guess …
	more informal	I reckon …
	more formal	In my opinion ...
	more formal	I tend to think that ...
	more formal	I would suggest that ...
	more formal	From my point of view …
ASKING FOR OPINIONS	more informal	Mark, how about you?
	more formal	We haven't heard from you yet, Mark.
	more formal	Would you like to add anything, Mark?
AGREEING	more informal	Exactly!
	more informal	That's right
	more formal	I totally agree.
	more formal	I couldn't agree more.
	more formal	That's a good point.
DISAGREEING	more informal	No way!
	more informal	You're wrong.
	more formal	I don't think that's right/true.
	more formal	I'm afraid I can't agree with you.
	more formal	To a certain extent I agree, but ...
	more formal	I see what you're saying, but ...