

English for Meetings

1

- Giving opinion about the topic
- Expressing certainty
- Expressing probability
- Delaying strategies

2

- Agreeing during the meetings
- Disagreeing during the meetings
- Presenting a number of arguments
- Clarification

3

- Making a number of arguments
- Making a logical argument
- Expressing solution and alternatives
- Countering

4

- Useful phrases in business meetings
- Powerful verbs for the meetings
- Case studies and games
- Closing meetings