

## Commonly Used Expressions/Phrases in a Group Discussion

Stay generous with courtesies. Making a fish-market during a discussion is a sheer waste of effort and a sure-shot sign of mass elimination. Do not barge other people's space. Do not hold the ball too long, neither keep cutting other people short. This will reflect your unrequired dominance.

On the other hand, guard your space and chance well. Submissiveness will not be appreciated either. It's your sole responsibility to make your way in and not get over-ruled and over-powered by the dominant participants.

**1. Handling Interruptions:** Stay assertive and let not people cut you short every time you begin to raise a point. Assertively yet politely state:

- Let me finish first.
- I have not completed yet. Let me complete my point.
- Thank you for bringing the attention to the point I raised earlier( if you raised the point earlier and grabbed attention)

**2. Stating your own opinion**

- In my opinion.....
- Personally I think that...
- My own view of the matter/issue is that...
- It seems to me that...

**3. Agreeing with an opinion**

- Yes, I agree (absolutely).
- I couldn't agree more to what you just said.
- That matches exactly my own view.
- Yes, that is just how I see it.
- I absolutely hold the same view.
- We both share the same point of view.

#### **4. Partly agreeing with an opinion**

- I see what you mean, but...
- There is certainly some truth in your words, but you fail to notice that...
- I don't entirely agree with you.
- I understand your reasons; however, I see some aspects a bit differently.

#### **Disagreeing with an opinion**

- I'm afraid I can't accept...
- I simply don't agree with you.
- I fail to see the logic behind any of your arguments.
- Your arguments are not convincing at all!
- Excuse me, but I have to contradict you quite strongly here.
- I couldn't disagree more with what you just said.

#### **6. Interrupting assertively**

- I'm sorry to interrupt here, but...
- Excuse for breaking in here right now, but...
- Can I stop you there for a moment?
- Hold on a second. (Informal)
- Pardon me, but I think this just leads the debate astray.

#### **7. Focusing/Structuring**

- I think we should focus on the main aspects now.
- Let's now consider another important aspect of today's debate.

- I think we have exchanged our opinions on that point now and should move on...
- You all highlighted crucial aspects, but have we really discussed ... in-depth?
- Thank you for your honest/thought-provoking views, but we should also pay attention to...

### **8. Assertively Handling deviations**

- Friends, let's remember that we are discussing recession and not FDI
- Let's not deviate from the topic and understand that we are discussing Modi Government and not Demonetization.
- Friends, in my view rather than insisting on our own views, let's approach them more objectively and logically.

### **9. Getting other people in**

- I feel it would be appropriate if we listen to some of our friends who have kept quiet so far.
- Let's see how our friends sitting in the corner perceive this phenomenon.
- Let's find out what Mr. X has to say about this.