**(1)** ***When you start saying something*** / ***contributing to a conversation***

First of all, I would like to say/state that

To begin with, I

In the first line, I

**(2)** ***What can you say instead of "I think"***

I would say/think

In my opinion

To my mind

I am of the opinion that

I hold the opinion that

**(3)** ***When you want to stress your "personal opinion":***

Personally I think

As far as I am concerned

As for me

As I take it

As far as I can see

**(4)** ***When you "agree" or when you "don't agree":***

I entirely/quite agree with you.

I agree to (with) her plan.

I am of the same opinion.

I differ from/with you entirely.

I disagree with you: I am sure you're mistaken.

I stick to my opinion.

Let's agree to differ!

**(5)** ***When you want to say the "opposite" of what someone else said:***

on the contrary! quite the contrary! just the opposite!

That is the very opposite of what I said.

That is quite the contrary to what I said.

I maintain the contrary.

In contrast to what you said, I maintain that...........

**(6)** ***When you are "quite sure" of something:***

of course!

That goes without saying

It goes without saying that

I contend/maintain that................

It's my conviction that..................

**(7)** ***When you want to "ask a question":***

May I interrupt you?

There arises the question/point whether/if

This question raises the whole issue

**(8)** ***When you "haven't understood":***

I beg your pardon. / Pardon?

Could you repeat what you've just said? But slower, please./

Could you slow down a bit?

**(9)** ***If you should want to "correct a mistake":***

Excuse me (for interrupting) you should have said:"....."

**(10)*When you want to distinguish one aspect from the other:***

on the one hand on the other hand

in general in particular

generally speaking

on the whole

taken as a whole

at first sight on second thoughts

**(11)*When you want to "add" something:***

In addition

Moreover

Furthermore

Finally

**(12)*When you want to "emphasize" something:***

I would like to lay (put) emphasis (stress) on the fact that..

I just want to point out that

**(13)*When you want to "say the truth":***

To be frank (with you)

Frankly (speaking)

To say the truth

**(14)*And if you are "not sure":***

I don't know exactly.

I don't know for certain.

**(A) General phrases:**

in other words in this respect

to a certain degree/extent It depends on your point of view

in brief/short

To be brief

To cut a long story short,......

Let me put it this

way:....

I don't know. - I don't know either. Nor/Neither do I.

**Add the following expressions to the given categories**

~~I agree with / disagree with you;~~ I see/understand your point but ; You´ve got a point / a case there but; I´m not sure. whether …; I have doubts / reservations about ; I don´t see that working in practice. ; It may work in the short-term / in the long-term. ; I think that´s debatable. ; Prove it! ; Your argument is flawed because... ; What´s that got to do with the issue? ; You´re missing the point. ; It´s ridiculous to suggest that.... ; My feeling is.. ; If you ask me... ; As for me.... ; Bear in mind that … ; You´d better do ... ; Let´s face it.... ; In general... ; On the whole... ; As a rule.... ; It goes without saying that... ; What´s more / in addition / furthermore ; What I´m getting at is... / What I´m trying to say is.. / My point is... ; What is your point? What are you driving at? ; You´re not serious, are you? ;You must be joking! That´s nonsense / rubbish / ridiculous.