

Talk Tactics

Instigate

Present an idea or open up a new line of enquiry.



Start by saying:

- Firstly, I think...
- I would like to start by saying...
- I personally think...
- We haven't yet talked about...

Build

Develop, add to or elaborate on an idea.



Start by saying:

- I agree and (I) also...
- Yes, and...
- Adding to what you said...

Challenge

Disagree or present an alternative argument.



Start by saying:

- With respect, I disagree...
- I disagree with you because...
- On the other hand...
- I have listened to what you have said but I think...

Clarify

Ask questions to make things clearer and check your understanding.



Start by saying:

- Can you say that again?
- Can you repeat that?
- Can you tell me more about...?
- Does that mean that...?