

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 also...
Yes, and...
Adding to what you said...

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...?

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...