

Speaking Skills

(2)

Apologizing

To apologize is to tell someone that you are sorry for having done something that has caused him inconvenience or unhappiness.

e.g.

- I must apologize to John for my late arrival.
- I'd like to apologize for my trouble making.

Making Apologies

- I do apologize for...
- I must apologize for...
- I apologize for...
- I'd like to apologize for...
- I am so sorry for...
- I shouldn't have...
- It's all my fault.

Making Apologies: cont.

- I'm ashamed of...
- Please, forgive me for...
- Excuse me for ...
- I'm terribly sorry for...
- Pardon me for this...
- Please, forgive me for my....
- Please, accept my apologies for...

Accepting Apologies

- That's all right.
- Never mind.
- Don't apologize.
- It doesn't matter.
- Don't worry about it.
- Don't mention it.
- That's OK.

Accepting Apologies: cont.

- I quite understand.
- Forget about it.
- Don't worry about it.

Expressing opinion

- I think...
- As far as I'm concerned,..
- To my mind,...
- According to me,...
- As I see it, ...
- It seems to me that...
- In my point of view / my opinion,.....

Expressing opinion: cont.

- From my point of view...
- I am of the opinion that...
- I take the view that. ..
- My personal view is that...
- In my experience...
- As far as I understand / can see/see it,...

Asking somebody's opinion

- What do you think of...?
- What do you think about...?
- How d'you feel (about...)?
- What's your opinion of...?
- What are your views on...?
- What would you say to... / if we...?
- Are you aware of.....?

How to define concepts

... can be defined as ...

... can be described as ...

... refers to ...

... means ...