



# - E X P L A I N -

## Practise: defend your position!

### Dealing with questions - useful phrases

<b>Asking to repeat or clarify questions</b>	<p>I'm afraid I didn't quite catch that.</p> <p>I'm sorry, could you repeat your question, please? I'm not sure I understood correctly.</p> <p>What do you mean by ... exactly?</p> <p>Before I answer, could you clarify what you mean by ...</p>
<b>Rephrasing questions</b>	<p>So, you mean ...?</p> <p>So, if I've understood correctly, you would like to know ...</p> <p>Let me make sure I correctly understood. Are you asking ...?</p>
<b>Admitting you don't know</b>	<p>I'm sorry, I don't know that off the top of my head.</p> <p>Sorry, I can't answer that. I didn't cover that in my research.</p> <p>I'm afraid I don't have that information but I can find out ...</p>
<b>Thanking for questioning</b>	<p>I'm glad you asked me that.</p> <p>Thanks for that question. It helps to clarify ...</p> <p>That's a very good question. Perhaps I can answer by saying ...</p>
<b>Continuing after an interruption</b>	<p>Right, as I was saying ...</p> <p>Now, what was I saying? Oh yes, I was telling you about ...</p>