



Presentation keywords

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1 Introduction

- to present
*I would like **TO PRESENT** [the following case-study]*
- to bring up
*I would like **TO BRING UP** [an issue] of XYZ*
- to raise
*this presentation **RAISES** [the problem of] XYZ*
- to deal with
*we shall **DEAL WITH** xyz*
- to tackle
*I would like **TO TACKLE** today XYZ*

2 Outset

- to have to do with
*this issue **HAS TO DO WITH** with A, B, C*
- to relate to
*this subject matter **RELATES TO** a, b, c*
- to refer to
*this article **REFERS TO** a, b, c*
- to be associated with
*this report may **BE ASSOCIATED WITH** a, b, c*
- to originate from
*this excerpt **ORIGINATES FROM** a, b, c*

3 Description of contents

- to broach
*I will **BROACH** a, b, c*
- to begin with
***TO BEGIN WITH**, our 1st item on the agenda is...*
- first of all
***FIRST OF ALL**, the 1st item concerns*
- then
***THEN** x, next y, followed by z*
- eventually
***EVENTUALLY**, we shall have a look at z*
- last but not least
***LAST BUT NOT LEAST**, we shall have a look at z*

4 Introduction to a new part

- to have a look at
*Let's now **HAVE A LOOK AT** x*
- to focus on
*We shall now **FOCUS ON** y*
- to talk about

We will now **TALK ABOUT z**

5 Description

- to feature
x **FEATURES** the landmarks [of a project]
- to depict
y **DEPICTS** the features [of a venture]
- to portray
z **PORTRAYS** the specs [of a company]
- to reveal
x **REVEALS** the milestones [of an action plan]
- to disclose
y **DISCLOSES** the turning points [of an evolution]
- to lack
z **LACKS** some pieces of information [regarding a,b,c]

6 Observation

- to notice
We may **NOTICE** that x has
- to note
Please **NOTE** that y is
- to point out
I should like **TO POINT OUT** that z is
- to show
x **SHOWS** [the viability of a project]

7 Interpretation

- to suggest
x **SUGGESTS** [the need to do sth]
- to illustrate
y **ILLUSTRATES** [the prerequisite to do sth]
- to symbolise
z **SYMBOLISES** [the necessity to do sth]
- to embody
x **EMBODIES** [the concept of sth]
- to recall
y **RECALLS** [the status quo experienced in * year]
- reminiscent

z is **REMINISCENT OF** [the success encountered by]
- to be regarded as
x can **BE REGARDED AS** [a piece of evidence proving that]
- to be considered as
y should **BE CONSIDERED AS** [a decisive factor]
- to be treated as
z may **BE TREATED AS** [a clue to understanding]

8 Generalisation

- generally speaking
GENERALLY SPEAKING, people think that
- to take for granted
It is usually **TAKEN FOR GRANTED** that z has

9 Giving examples

- giving examples
FOR EXAMPLE x
FOR INSTANCE x
- to name but a few
x, y, z **TO NAME BUT A FEW**, have witnessed strong economic growth
- to name but one
This problem, **TO NAME BUT ONE**, shows that

10 Details & minor points

- to draw attention to
May I **DRAW YOUR ATTENTION TO** y
- to have in mind
I **HAVE ALSO IN MIND** another solution, which
- by the way
BY THE WAY, did you know that
- incidentally

INCIDENTALLY, our staff was told that
- passing by
PASSING BY, it seems there is a similar problem with
- simple transition
AND NOW, A FEW WORDS ABOUT y, which
- to add
We need **TO ADD** that y has
- to take into account
Please **TAKE INTO ACCOUNT** the fact that is
- to mention
We ought **TO MENTION** that y has

11 Conclusion

- to draw conclusions
We may **DRAW THE FOLLOWING CONCLUSIONS**
- summing up
TO PUT IT IN A NUTSHELL, z
- to end with
We can now **END WITH** z
- to conclude
I should like **TO CONCLUDE BY SAYING THAT** z