

Linking words and phrases

Text organizers

This term covers a wide range of words and phrases which make text easier to understand. A selection is given here.

- Adding a point

As well as the obvious dangers, there was the weather to be considered.

In addition to the obvious dangers, there was the weather to be considered.

Not only were there the obvious dangers, but there was also the weather to be considered.

- Developing a point

Besides / Furthermore / In addition / Indeed / Moreover / What's more / On top of that / To make matters worse, smoking has been directly linked to lung cancer.

I quite often see Paula. In fact / As a matter of fact, she came round to see me yesterday.

- Explaining a point

The exercise rate decreases in proportion to age. To put it another way, the older you are, the less exercise you tend to take.

- Contrast

The identity of the attacker is known to the police. However / Nevertheless / All the same, no name has been released.

The identity of the attacker is known to the police. No name has, however, been released.

(Al)though / While / Even though / Despite the fact that the identity of the attacker is known to the police, no name has been released.

The identity of the attacker is known to the police. A name has nevertheless / none the less still not been released.

No, I didn't say the president got it wrong. On the contrary, I think he's handled the affair superbly.

On the one hand, the new road would ease traffic congestion, but on the other hand, it would destroy Pratt Wood, a local beauty spot.

I prefer city life as opposed to country life.

I prefer city life, whereas John prefers country life.

Donahue's reputation as a novelist is well established. In contrast, his new book is a non-fiction work.

● Explaining reasons

*The government does not intend to cause any further provocation. **As a result / Accordingly / Thus / Hence / Consequently / For that reason**, all troops have been withdrawn.*

*The employers have promised to investigate these complaints, and we **in turn** have agreed to end the strike.*

***Owing to** the strike, some trains have been cancelled.*

● Making generalizations

***Broadly speaking / Generally speaking / On the whole / By and large / To a large / some / a certain extent**, this has been an encouraging year for the company.*

● Starting

*That's absolute rubbish! **For a start / First of all / In the first place / For one thing / To start with**, it was Rod who said that, not me. And secondly ...*

● Giving new information

*She then turned to Henry, who **incidentally / by the way** is now about two metres tall, and said ...*

***By the way / Incidentally**, do you remember an old friend of ours called Ransom?*

● Concession / qualification

*OK, so you two have had a few problems. **Even so / All the same**, I don't see why you need to split up.*

*Lancaster is a man of great personal integrity. **Having said that / Even so / All the same**, I don't think he'd make a good chairman.*

*The economic outlook is improving. **Anyway / At any rate / At least**, it is beginning to show signs of doing so.*

● Giving a personal opinion

What did you think of Death in Action?

***To be (perfectly) honest / To tell the truth**, I can't stand films like that.*

1 Underline the best word or phrase to complete the sentences.

- 1 A: Did you ring the hospital for me?
B: I forgot, *as a result* / *to be honest* / *to make matters worse*. I'll do it now.
- 2 A lot of adults are very wary of learning in a school situation. *For that reason* / *On the other hand* / *To tell the truth* they don't sign up for our courses.
- 3 *By and large* / *Despite the fact that* / *Owing to* I'm very pleased with their work on our home. *At any rate* / *Accordingly* / *Having said that*, I think they could have made a better job of the painting.
- 4 I missed two weeks' training because of flu last month. *To put it another way* / *As a result* / *To tell the truth*, I'm not expecting to run very well in today's race.
- 5 They've had a very difficult time. *On top of that* / *At any rate* / *To start with*, their home was burgled.
- 6 What a terrible experience! *Anyway* / *In contrast* / *By the way*, you're safe now – that's the main thing!
- 7 She's a sociable girl with lots of friends. *Even so* / *Furthermore* / *To some extent*, she can get lonely, like anyone else.
- 8 He comes across as being a bit difficult, *in contrast* / *broadly speaking* / *whereas* he's actually a very nice guy.
- 9 *Nevertheless* / *On the whole* / *Hence* I agree with what you're saying, but I'm not sure about your last point.
- 10 I seem to be giving the impression that I didn't enjoy my time in Norway. *After all* / *Having said that* / *On the contrary*, I had a wonderful time.

2 Underline the best word or phrase to complete each sentence.

- 1 They've got a terrible record over tax and education. *Nevertheless* / *On the other hand*, I still think the Democrats will win the election.
- 2 Balding's *People in the Sky* is a very disappointing painting. *At any rate* / *In contrast*, Rae's *Beach Scene* really brings this exhibition to life.
- 3 I would like to complain about the way I was treated in your shop. *For one thing* / *Besides*, the assistant was rude ...
- 4 Our dining room is a place which we keep strictly for eating, *as opposed to* / *whereas* the sitting room, which is for sitting, talking and watching TV.
- 5 We saw the Eiffel Tower, and went round the Louvre, *what's more* / *as well as* visiting Versailles.
- 6 The country's economy depends *to a large extent* / *for one thing* on the tourist industry.
- 7 I'm here on business *in addition to* / *as opposed to* pleasure.
- 8 The weather is likely to be dry and warm. In the far north-west of Scotland, *however* / *whereas*, it will be wet and windy.
- 9 The meeting went ahead, *nevertheless* / *despite the fact that* six members of the committee were unable to attend.
- 10 The government seems to be changing its policy on this issue. *At last* / *Furthermore*, there are signs that it is having second thoughts about the new legislation.

LANGUAGE PRACTICE FOR ADVANCED

3 Read the interview and decide which answer (A, B or C) best fits each gap.

Interviewer: The recent scandal involving your finance minister has done little to restore public confidence in the government.

Minister: (1) , I think the 'scandal', as you call it, has shown us to be a very moral party. The minister concerned resigned from his post and showed great contrition for what he'd done.

Interviewer: (2) , a scandal is a scandal. (3) , a senior minister accepts a large donation on behalf of his party from the entrepreneur Robert Tivwell. Then, five weeks later, Tivwell's company, which (4) just happens to be nearly bankrupt, wins a contract with the government worth millions of pounds.

Minister: Well, as I say, the minister has resigned, (5) I should point out that there is technically nothing illegal about what he did.

Interviewer: Yes, there is, minister. It's called bribery.

Minister: Well, you can call it that if you want. I prefer to call it 'sharp practice' (6) But it happens, it's always happened, and I'm sure it'll continue to happen. (7) , we will not condone this kind of financial dealing and will continue to stamp down on it.

Interviewer: This is pure double talk!

Minister: No, that's not true. (8) we take such matters extremely seriously. But we are realistic enough to know that we can't eliminate them altogether. You see, there is nothing to stop people or companies making donations to parties – (9) if we didn't have such money, we wouldn't be able to survive. It's just that the timing of such payments can be unfortunate. So each case has to be investigated on its merits. But (10) , this practice is causing less controversy than it has done under previous governments.

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| 1 A Incidentally | B First of all | C On the contrary |
| 2 A Even so | B As a matter of fact | C Hence |
| 3 A By and large | B Consequently | C First of all |
| 4 A in contrast | B incidentally | C at any rate |
| 5 A despite | B although | C whereas |
| 6 A anyway | B furthermore | C to be honest |
| 7 A Having said that | B Moreover | C To make matters worse |
| 8 A As a result | B As a matter of fact | C To some extent |
| 9 A although | B thus | C indeed |
| 10 A in contrast | B in addition | C broadly speaking |

4 Read the text and decide which answer (A, B or C) best fits each gap.

Starting your own business could be the way to achieving financial independence. (1)..... it could just as well land you in debt for the rest of your life. (2), that is the view of Charles and Brenda Leggat, a Scottish couple, who last week saw their fish farm business put into the hands of the receiver. 'We started the business at a time when everyone was being encouraged by the banks to borrow money. (3), we fell into the same trap, and asked for a big loan. (4), at the time we were sure that we could make it into a going concern,' said Charles Leggat, a farmer from the Highlands. 'The bank analysed the proposals we put forward and they agreed that it would be a highly profitable business.' Sure enough, within five years the Leggats were exporting trout and salmon products to hotels all over Europe, and (5), they took on over fifty staff. (6), with the advent of the recession, they began to lose ground as orders dried up. '(7), ' said Brenda Leggat, 'the business has now been valued by the bank at a fraction of its true worth. If they had left us to work our way out of our difficulties, (8) virtually bankrupting us, I am sure that we could have gone back into profit. As it is, we have been left without a livelihood, and the bank has not recovered what it lent us.' The Leggats both felt that their bank had not treated them fairly. '(9), they were falling over themselves to lend us the money initially, (10) now they are doing very little to keep the business going, and fifty local people in work.' A spokesman for the bank concerned refused to comment.

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| 1 A Moreover | B On the other hand | C As well as |
| 2 A At least | B However | C To make matters worse |
| 3 A Incidentally | B At any rate | C As a result |
| 4 A To put it another way | B Nevertheless | C In contrast |
| 5 A what's more | B on the other hand | C to tell the truth |
| 6 A Hence | B Consequently | C However |
| 7 A In contrast | B Whereas | C To make matters worse |
| 8 A as opposed to | B as well as | C in addition to |
| 9 A However | B To tell the truth | C As a result |
| 10 A as well as | B whereas | C on the other hand |