

PARAPHRASING

B2-C1 | Conversation practice examples for restating an idea precisely

Conversation: Clarifying a recommendation

Manager	Your report says we should narrow the service. Are you suggesting we stop helping some customers?
Analyst	No. What I mean is , we should stop promising tasks we don't have the equipment or training to do well.
Manager	That could still sound like we're reducing the support available.
Analyst	To put it another way , I'd rather offer a reliable core service and refer specialist requests to someone qualified.
Manager	So we'd need partnerships with those specialists, not just a shorter list of services.
Analyst	Exactly. The point is to make sure customers reach the right help instead of waiting here for something we can't deliver.
Manager	Could you make that clearer in the opening paragraph?
Analyst	Of course. To be clear , I'm recommending better referral arrangements, not simply turning people away.

Key phrases: What I mean is / To put it another way / The point is / To be clear

Conversation: Explaining what a trial result shows

Trustee	The report says the trial was successful. Does that mean the programme is ready to expand?
Research lead	More specifically , it means the sessions ran as planned and the participants who finished them found them useful.
Trustee	But quite a few participants didn't finish. Doesn't that weaken the conclusion?
Research lead	It limits it. What I'm trying to say is , we've shown that the activities can work, not that everyone will stay involved.
Trustee	In other words , the trial tested the sessions better than it tested the recruitment process?
Research lead	Yes, that's a useful distinction. We need to find out why people left before deciding on a wider launch.
Trustee	Then we shouldn't describe it as an unqualified success.
Research lead	Agreed. Put simply , the approach looks promising, but the evidence isn't strong enough to scale it up yet.

Key phrases: More specifically / What I'm trying to say is / In other words / Put simply

Create your own conversation

Choose one prompt. Use at least two key phrases and include a natural response and follow-up.

Prompt 1: Restate a recommendation when someone interprets it too broadly. Preserve the meaning while making the boundary clear.

Prompt 2: Explain what a trial demonstrates and what it does not. Use paraphrasing to make the limitation precise.