**Шорин В.Д. 71-ПГ 23.11.2020**

**Упражнение 2**

**Signalling the end of the presentation:**

* Well, this brings me to the end of my presentation …
* Thank you all for listening …
* To sum up then, we …
* OK, I think that’s everything I wanted to say …
* As a final point, I’d like to …
* I’m now nearing the end of my talk …

**Summarizing the main points:**

* I`ll just run through the three different options …
* Before I stop, let me go through my main points again …
* I’d like to run through my main points again …
* Just to summarize the main points of my talk…

**Recommending or suggesting something**

* We`d suggest …
* We’d therefore recommend that we …
* In my opinion, we should …
* What I’d like to suggest is …

**Inviting questions**

* Now I`ll be happy to answer any questions you may have …
* We just have time for a few questions …
* Are there any questions?

**Упражнение 3**

1. Well, that brings me to the end of my talk today;
2. Before I stop, let me go over the main key issues again;
3. As a final point, let me say what this means for us;
4. Finally, I’d like to key one issue;
5. To sum up than, we first looked at the new product range;
6. That just about everything i wanted to say about logistics covers.

**Упражнение 4**

1. If I may **figures we have** the pros and cons.
2. Based on the **final point**, it is clear that we must act quickly.
3. Well, I’m **now approaching** the end of my talk.
4. OK, I’d now like **to highlight** the key figures.
5. Let me make one **briefly summarize**.
6. In **my opinion**, we need a new sales strategy.
7. Let me **come back** to the key issue.
8. I **suggest that** we work together with our French partners