

1	Ways to Say Hello	Hello , Hi
2	Goodbye	Take care, Bye-bye
3	Informal Ways to Say Yes and N	Yup, Sure!. Nope No way!
4	Ways to Ask How Someone Is	How are you? /How's it going? How's life? How's your family? How's it going?
5	Ways to Say How You Are	I'm fine, thanks. How about you? Not bad Pretty good.
6	Ways to Say Thank You	Thank you so much Thanks for your help. / Thanks for helping me. I really appreciate it.
7	Ways to Respond to "Thank You"	You're welcome. My pleasure.
8	Phrases for Apologizing	Oops, sorry. (for very small problems) I apologize for... [ex. the delay]
9	Ways to Respond to an Apology	That's OK. I forgive you. (for serious problems) Don't worry about it.
10	Phrases for Introductions	I'd like to introduce you to amit (for other) Nice to meet you. It's a pleasure to meet you. I just wanted to introduce myself. I'm... [your name] . Have you met amit ?
11	Ways to Show Interest	That's interesting. Right.
12	Ways to End a Conversation Politely	It was nice chatting with you. Well, it's getting late. I'm sorry to cut you off, but I actually gotta run. (cut you off = int
13	Phrases for Telephone Calls	(formal) May I speak with John Smith? I'm returning your call (मैं आपका कॉल वापस कर रहा हूँ) (formal) One moment, please He's not here. Would you like to leave a message? Could you ask him to call me back?
14	Phrases for Asking for Information	Could you tell me...? Do you have any idea...? Do you know... Could anyone tell me...? Would you happen to know...? क्या आपको पता होगा...?
15	Ways to Say "I don't know"	I have no idea/clue. I've been wondering that, too. मैं भी सोच रहा था।
16	Phrases for Asking for Someone's Opinio	What do you think about...? How do you feel about...?

	What's your opinion of...?
	What are your views on...?
	In my opinion...
	I'd say...
	From my point of view
17 Phrases for Not Having an Opinion	I don't have strong feelings either way.
	I have no opinion on the matter
	It doesn't make any difference to me.
18 Phrases for Agreeing	I suppose so. (use this phrase for weak agreement – you agree, I
	Absolutely.
	That's so true
	I couldn't agree with you more
19 Phrases for Disagreeing	I'm not so sure about that.
	I don't think so.
	(very strong) I totally disagree.
	(very informal) No way!
20 Phrases for Responding to Good News	Congratulations!
	Awesome!
21 Phrases for Responding to Bad News	I'm sorry for your loss. (Use this only if someone has died)
	I'm so sorry to hear that.
22 Phrases for Invitations	Are you free... [Saturday night?]
	Let me check my calendar.
	(informal) Do you wanna... [see a movie?]
	(formal) Would you like to... [join me for dinner?]
	I'd love to, but I have another commitment.
	I don't think I can.
	Maybe another time.
23 Ways to Make & Respond to an Offer	Would you like a drink?
	Can I get you something to eat?
	That'd be great, thanks. (= yes)
	No, thanks. I'm OK. (= no)
24 Phrases for Talking About Future Plans	I'm planning to...
	I hope to...
25 Ways to Talk about Likes & Dislikes	. I love... [soccer]
	I'm not a huge fan of... [modern art]
	. I can't stand... [modern art] (this phrase expresses strong dislike)
26 Ways to Make a Suggestion	How about... [ex. trying something new]?
	Why don't you... [ex. talk to your boss]?
	Maybe we should... [ex. do more research].
	I'd recommend... [ex. going to the doctor].
27 Phrases for Asking/Talking about Jobs	Where do you work?
	What do you do? / What do you do for a living?
	I work at... [Microsoft].
	I'm a/an... [accountant].
	I'm unemployed. / I'm between jobs at the moment.
	I'm looking for work.
	I'm a stay-at-home mom/dad.

	I run my own business.
	I'm a freelance... [writer/designer/etc.]
	I'm retired.
28 Phrases for Describing Relationships	I'm single.
	I'm not quite over my ex
29 Ways to Ask for Clarification	Ways to Ask for Clarification
	What do you mean? (asking for more information)
	Pardon? (if you didn't hear or understand what the person said)
	Would you mind repeating that?
	Could you explain
30 Ways to Check if the Other Person Understood	Does that make sense?
	Do you understand what I'm saying?
	Is that clear? (often used after giving orders, or expressing disappointment)
31 Ways to Ask for Help	I need a little help.
	Could you give me a hand?
	(usually used for physical tasks)
	Could you spare a couple minutes?
	Could you do me a favor?
32 Ways to Ask Someone Else to Do Something	I'd appreciate it if you could... [wash the dishes].
	Would you mind... [opening the window]?
33 Ways to Interrupt Someone	Could I jump in here?
	(use this when interrupting a discussion among many people)
	(formal) May I have a word?
	Sorry to interrupt, but...
34 Ways to Encourage Someone	Keep up the good work!
	That was a nice try.
	(say this after someone made a good effort but failed)
	You've almost got it.
	Nice job! / You did great! (after the person has done something)
	Don't give up! / Hang in there! (when someone is currently having a hard time)
36 Phrases for Complaining	I'm sorry, but this is unacceptable
	I'm not very satisfied with...
37 Phrases for Remembering, Reminding, & Asking for a Reminder	I'd like to remind you about...
	It completely slipped my mind!
38 Phrases for Saying Something is Easy & Difficult	1. It's a piece of cake.
	2. It's a cinch.
	3. It's a breeze.
	4. Anyone can do it.
	5. There's nothing to it.
	6. It's hard.
	7. It's a bit tricky.
	8. It's really tough.
	9. It's not a walk in the park.
	10. It's very demanding.
	(= it takes a lot of time and energy)

39 Expressions about Age	Act your age! (use this when an adult is being immature, acting I
40 Phrases for Shopping	I'd like to return/exchange this. Do you take credit cards? Can I try it on? How much is this I'm just browsing. (browsing = looking casually)
Phrases for Talking about Food	I'm starving! (= I'm very hungry) Could we get the check, please?
Phrases for Talking About TV	How about eating out tonight? (eat out = eat at a restaurant) Where's the remote? (remote = remote control top channel-surfing. (channel-surfing = changing the channel qui
Phrases You'll Hear in the Airport	Your flight has been delayed Do you have any bags to check Would you like a window seat or an aisle seat? (aisle = corridor What is the purpose of your trip?
Ways to Talk About Price	That's a rip-off. (= overpriced; far more expensive than it should I can't afford it. (= I don't have enough money to buy it) That's quite reasonable. (= it's a good price)
Phrases for Hot Weather	It was dirt cheap. (= extremely inexpensive) It's absolutely boiling! (boiling = extremely hot) It's hot and humid
Phrases for Cold Weather	It's a little chilly. The temperature's dropping
Phrases for Talking about Rain	It's raining cats and dogs. (= raining heavily) I think the rain's letting up. (letting up = getting lighter and stop
Ways to Say You're Tired	I'm gonna hit the sack. (hit the sack = go to bed) I'm exhausted I can hardly keep my eyes open.
Phrases for Promises & Resolutions	No matter what happens, I'm going to I promise that I'll...
Excuses for Being Late	The traffic was terrible Sorry I'm lat I overslept. (= I slept longer than I should have I just lost track of time. (= I didn't notice what time it was)
Ways to Say Someone is Wrong	I'm afraid that's not quite right No, that's all wrong.
Ways to Say Someone is Smart	He's really sharp She's brilliant
Ways to Say Someone is Stupid	He's a bit slow He's really dumb.
Ways to Avoid Answering a Question	I'm not at liberty to say. (= I don't have permission to give the in Let me get back to you. (= I will give you the answer later) . Why do you want to know

Phrases for Talking about Statistics

The crime rate rose.

There was a sharp increase in crime. (sharp = sudden and large)

There was a slight decrease in crime

. The crime rate plummeted. (= decreased a lot, very quickly)

Phrases for Telling Someone to Wait

I'll be right with you.

Bear with me.

Be patient.

Could you give me a minute

Phrases for Decisions

I'm on the fence. (= I'm in the middle, I don't know what to decide)

I'll take that into consideration

I'm having second thoughts. (= I'm reconsidering my decision)

I changed my mind.

. It's up to you. (= You can decide)

Phrases for Good Luck & Bad Luck

Lucky you!

No such luck. (= something good that could have happened, didn't)

Phrases for Worries & Relief

I'm scared that

What a relief!

Phrases for Talking about the Future

Time will tell. (in the future, we will know if something is true/false)

It'll happen any day now

Phrases for Compliments

You look nice. / You look amazing

What a nice apartment!

/She's so cute!

Your kids are a lot of fun

Phrases for Certainty & Probability

I'm absolutely sure.

Probably not.

There's not much chance of that

Ways to Say Something is Interesting/Bo

It's intriguing.

It does nothing for me.

It's fascinating

It didn't live up to my expectations.

That's too bad

1. What's the matter?

2. What's wrong?

3. Are you all right?

4. You look a bit down.

(= a little sad)

5. Is there anything I can do to help?

6. Cheer up! / Chin up!

7. It's not so bad.

8. Everything will be OK.

9. Look on the bright side.

(= consider the positive aspects)

10. It's not the end of the world.

(this phrase is used when someone is upset about something small)

1. He yelled.

2. She screamed.