

“LINK” WORDS AND EXPRESSIONS

** Here are some of the most common transitional words and phrases, according to their use:

TO INDICATE ADDITION

- * also: I wasn't being paid well in that company. *Also*, I had to work with some people I didn't like at all. So I left the job.
- * and: Jack liked sports. *And* so did his children.
- * besides: She won't mind your being late - *besides*, it's not your fault.
- * first, secondly, finally: I will tell you why I didn't buy that car: *first*, I didn't like it; *secondly*, it was too big for our garage; *finally*, I couldn't afford it.
- * furthermore: I suggest we go to the Italian restaurant - it's very good and *furthermore* it's very cheap.
- * in fact: I don't work. *In fact*, I've never had a job.
- * moreover: It was a good car. *Moreover*, it was a fair price they were asking for it.

TO INDICATE COMPARISON OR LIKENESS

- * at the same time: Moving to another country is a very expensive thing; *at the same time*, there are many other aspects to consider.
- * in the same way: Every baby's face is different from every other's. *In the same way*, every baby's pattern of development is different from every other's.
- * likewise: You can't teach navigation in the middle of a storm. *Likewise*, you can't build a system of values in the current educational climate.
- * similarly: Cars must stop at red traffic lights; *similarly*, bicycles should stop too, although they don't always do so.

TO INDICATE CONSEQUENCES OR RESULT

- * all in all: Don't be disappointed with the results of your investigation; *all in all*, I think you've done very well.
- * after all: They did not expect heavy losses in the air; *after all*, they had superb aircraft.
- * and so: The prince feels that it is his duty to rescue the captive princess *and so* one day he sets off to fulfill his quest.
- * as a consequence: He used to lie all the time and, *as a consequence*, nobody believed him when he told the truth.
- * as a result: There has been a recent drop in sales; *as a result*, profits have declined.
- * hence: The computer has become smaller and cheaper; *hence* so many machines have been sold in the last few years.
- * so: I wasn't being paid well in that company. *So* I left the job.
- * therefore: We have a growing population and *therefore* we need more and more food.
- * then: The importance of education, *then*, has become infinitely greater than in previous centuries.
- * thus: They reduced salaries drastically; *thus* they managed to cut down costs.

TO INDICATE CONDITION

- * if: I will be happy *if* all of my students pass the exams.
- * as if / as though: They stared at me *as if / though* I was crazy.
- * even if: You'll miss the train *even if* you take a taxi.

TO INDICATE CONTRAST

- * but: She was very rich *but* she lived in a nearly ruined house.
- * however: This is one possible solution to the problem;
however, there are others.
- * in contrast: Their economy has expanded enormously in the last five years; ours, *in contrast*, has declined.
- * whereas: Their economy has expanded enormously in the last five years, *whereas* ours has declined.
- * nevertheless: I disagree with everything he says; *nevertheless*, I must admit he's a very good speaker.
- * on the one hand... on the other hand: *On the one hand* I'd like a job which pays more, but *on the other hand* I enjoy the work I'm doing at the moment.
- * still: I did the best I could but *still* I didn't get the job.
- * yet: She says all those dreadful things about me and *yet* I like her.
- * although: I'm rather shy, *although* I'm not as bad as I used to be.

TO INDICATE EXAMPLES

- * for example / instance: In the coal industry, *for example / instance*, 5,000 jobs have been lost.
- * e. g. (= *exempli gratia*): We're encouraged to eat food which contains a lot of fibre, *e. g.*, fruit, vegetables and bread.

TO INDICATE REASON

- * because: We're not going to Julia's party *because* we're going away that weekend.
- * as: *As* it was getting late, I decided to book into a hotel.
- * for: "How are you?" "Fine, and all the better *for* seeing you!"
- * since: I'll tell you the whole truth, *since* you've asked.

TO INDICATE REPETITION

- * as a matter of fact: Our English teacher is very demanding; *as a matter of fact*, he makes us write all our papers in English.
- * in other words: I'm afraid our romance has come to an end. *In other words*, I don't love you any more.

TO INDICATE SUMMARY

- * in brief: *In brief*, you're trying to tell me that you've failed three subjects, aren't you?
 - * in short: He's disorganized, he's inefficient, he's never there when you want him - *in short*, the man is hopeless.
 - * to summarize: I know you weren't there but, *to summarize*, the party was a great success.
 - * in conclusion: (after giving some reasons which support an idea) *In conclusion*, modern politicians are basically corrupt and selfish.
- *** Apart from the words and phrases shown above, we must bear in mind that the use of both **demonstrative** and **relative pronouns** is essential when linking clauses or sentences.