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Welcome to Oversea MasterPlus, la tua libreria digitale di contenuti per la professione in pillole.

In questa pillola lavorerai su una competenza fondamentale per chi utilizza l'inglese in ambito professionale: prendere la parola e rispondere in situazioni difficili. Imparerai a intervenire con sicurezza, ad abbassare il livello di tensione e a mantenere il controllo della conversazione senza risultare aggressivo, rigido o insicuro. Are you ready? Let's dive in!

Hello! I'm Marcus, your English coach, and today we'll focus on taking the floor professionally: stepping into the conversation in a way that is natural, controlled, and appropriate for international business communication.

I'm going to introduce five key sentences that you can reuse in many professional situations. These are not complicated expressions. They are safe, flexible structures that native speakers use every day to:

- interrupt politely
- regain control of the discussion
- clarify what's really going on

Let's start.



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Key Sentences

Before we look at better options, it's useful to notice a few phrases Italian speakers often rely on when they want to interrupt — phrases that feel natural in Italian, but not in professional English.

Let's start with the first example. "I interrupt you for a moment..."

This is something many Italian professionals say, because it's a direct translation of "La interrompo un attimo".

The intention is polite — but in English, the effect is different. It can sound abrupt or even slightly uncomfortable for the listener. Native speakers don't usually announce an interruption this way.

Instead, they use language that helps them enter the conversation smoothly.

Now let's look at the second sentence.

"Excuse me, but I don't agree." This sentence is grammatically correct, and the meaning is clear.

However, in spoken professional English, starting this way can sound confrontational.



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The issue is that the sentence goes straight to opposition, without any framing.

In professional meetings, native speakers usually prepare the ground first.

They frame their point, and then express disagreement in a more controlled way.

Now the third example. "Can I say one thing?"

This phrase sounds polite, and it's very common among Italian speakers.

But in English, especially in professional contexts, it can make you sound uncertain or informal.

It sounds as if you're asking for permission to participate — and that's not what professional communication is about.

This is why professional English prefers expressions that clearly signal your intention to add value to the discussion — calmly, confidently, and without hesitation.

And that's exactly what we'll focus on in the next part.



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Now let's move on to what does work.

The five sentences we're going to look at are simple, flexible, and widely used by native speakers in real business contexts.

The first one is: "If I can just jump in for a moment..."

This is a very natural way to enter a discussion that's already in progress.

It sounds polite, but not hesitant. Confident, but not aggressive.

For example:

"If I can just jump in for a moment, I think there's one point we should address."

What you're really doing here is signalling intention.

In Italian terms, the intention is: "Se posso intervenire un attimo..."

This sentence is particularly useful when you need to stop the flow briefly, without creating tension or friction.



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Let's look at the second sentence.

"Can I add something from our side?"

This is a great example of professional positioning.

For instance:

"Can I add something from our side regarding the timeline?"

This works especially well in meetings with clients, partners, or external stakeholders, where roles matter.

The third sentence is slightly stronger. "I'd like to pause here for a second."

This is a very controlled way to slow things down.

It's useful when the conversation is becoming rushed, confusing, or slightly chaotic.

For example: "I'd like to pause here for a second and look at the implications."

In Italian, the idea is: "Mi fermerei un attimo qui..."

You're managing the discussion – and that's exactly how this sounds in English.



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Now the fourth sentence. “Just to be clear, from our perspective...”

This sentence is extremely useful when expectations need to be reset.

It allows you to state a position calmly, even in difficult or sensitive situations.

For example: “Just to be clear, from our perspective this falls outside the original scope.”

In Italian, this corresponds to: “Giusto per essere chiari, dal nostro punto di vista...”

The structure is firm but neutral. You’re not escalating the situation — you’re clarifying boundaries.

And finally, the fifth sentence.

“Before we go any further, I need to flag one concern.”

This is a high-level professional expression.

It signals importance without sounding dramatic or alarmist.

You might say: “Before we go any further, I need to flag one concern about compliance.”



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In Italian, the idea is: “Prima di andare avanti, devo segnalare una criticità.”

The verb to flag is very common in professional English. It’s precise, neutral, and widely accepted in meetings. Together, these five sentences help you take the floor with control.

They allow you to enter the conversation, slow it down, position yourself professionally, and raise critical points — all without increasing tension.



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Quiz Time – For each question, choose the sentence that sounds unprofessional or risky in a work call. The other options are acceptable.

1. You want to intervene while someone else is speaking.

- A. If I can just jump in for a moment, there's one point we should clarify.
- B. I interrupt you for a moment — this is not clear.
- C. Before we move on, may I add something here?

2. You disagree with what has just been said in a meeting.

- A. Excuse me, but I don't agree with this approach.
- B. I see your point. From our perspective, there's one concern we should address.
- C. If I may, I'd like to look at this from a slightly different angle.



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3. The discussion is becoming rushed and unclear.

A. I'd like to pause here for a second and look at the implications.

B. Wait — this is getting confusing.

C. Before we go any further, can we slow this down for a moment?

4. You want to raise a sensitive issue during a call.

A. Before we go any further, I need to flag one concern.

B. There's a problem here, and we need to talk about it now.

C. Just to be clear, there's one point we should consider carefully.

5. You want to contribute to the discussion from your professional role.

A. Can I say one thing?

B. Can I add something from our side regarding the timeline?

C. From our side, there's one aspect we should highlight.

ANSWER KEYS: B - A - B - A - B - A



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RECAP

Well done! Alright—let's wrap things up.

This dialogue shows a professional meeting involving several participants.

Notice how the speakers take turns, interrupt politely, and clarify deadlines and responsibilities using clear, professional language. Let's listen.

Nova (Lawyer): *Thanks everyone for joining. The purpose of today's call is to align on the contract amendment and its impact on payroll and compliance timelines. James, maybe you'd like to start?*

Henry (Client – Legal): *Sure. From our side, we'd like to finalise the amendment this week so we can implement the changes immediately.*

Newton (Accountant): *If I can just jump in for a moment, I think there's one point we should address before we commit to that timeline.*

Henry: *Of course, go ahead.*

Newton: *From a financial perspective, implementing the change this week would affect payroll calculations already in progress.*



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Emma (Labour Consultant): *Can I add something from our side regarding the payroll process?*

Nova: *Yes, please.*

Emma: *From our side, the main issue is that employee notifications are required before any change is applied. That step alone takes a few working days.*

Henry: *I see. That wasn't entirely clear on our end.*

Nova: *I'd like to pause here for a second and make sure we're looking at the same sequence of steps.*

Henry: *That makes sense.*

Nova: *Just to be clear, from our perspective, the legal amendment can be signed this week, but implementation would realistically happen after payroll and employee communications are aligned.*

Henry: *Understood.*

Newton: *Before we go any further, I need to flag one concern about compliance. If payroll is adjusted too quickly, we risk reporting inconsistencies for this month.*

Henry: *That's helpful to know.*

Emma: *Exactly. A short delay actually reduces risk on several fronts.*



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Henry: *All right. That clarifies things. Let's adjust expectations on timing.*

Nova: *Great. I'll summarise the agreed next steps in writing after the call.*



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Congratulations!

Hai completato la tua pillola di oggi. Continua ad esercitarti con Oversea MasterPlus per ampliare o consolidare il tuo vocabolario.

E se hai bisogno di maggiori informazioni o chiarimenti, parla con noi! Scrivici all'indirizzo segreteria@oversea.it, chiamaci al numero 0113850552 oppure contattaci al 3349906636.

See you next time!



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