

Business Lesson

Interrupting and handling interruptions in meetings, discussions, presentations and other talks .

• Interrupting phrases

Yes, but if I can interrupt you again. We're talking seriously about ___ here.

Excuse me, just a moment. That's a big claim...

It's the most important thing...

One moment! Can we start with few basics?

Yes, so, let's select first, professional market first, then the mass market.

But why? ___ has been very okay in the past until this time.

Let's just clarify...

You plan to...?

Do you think so? My impression is...

What? That's impossible. We/I think...



• Interruptions can have different intentions

ask for classification

add opinion

ask for more details

change direction of the discussion

disagree

• Different ways in handling interruptions

promise to come back to a point later

politely disagree with an interruption

say that the interruption is irrelevant or the time is short.

Politely accept the interruption and respond to it before continuing

Rejecting a suggestion

Real World Experience:

- 1. You are in a business meeting with your business incorporators. Somebody mention a data of the sales growth which is obviously being embellished. As a person who has the knowledge of the finance section, how would you interrupt and correct him? You say:**
- 2. During the business meeting, you notice that the discussion is getting farther from the agenda set. You say:**
- 3. One of the incorporators mentioned that to succeed in doing business in foreign countries a dummy owner is effective to avoid high tax. You are opposed to this idea. You say:**
- 4. The finance department is presenting the financial status of the company. You notice that there was less data given on the account receivables. You want to ask additional data. You say:**
- 5. The corporation has a meeting with the corporate lawyer regarding the case filed by the employees. The lawyer mentioned that the company will go to an amicable settlement. You want to add your opinion. You say:**