

: WHOOPS! DID I JUST SAY THAT? :

However hard you try, carrying out an English conversation can sometimes be a bit tricky. With a little practice though, you can easily impress friends and colleagues. Below is an example of 'how not to say it' and 'how to say it'. In many instances, it's not about whether something is grammatically correct. Rather, it simply comes down to how native speakers express themselves. And it often involves very nuanced differences that will help you sound professional.

In the following dialogue, two departmental assistants, Emily and Sara, are discussing the upcoming office summer party.

Wrong!

E: I can't wait until the office summer party!

S: Me too! Absolutely, there is an awful lot we have to organize first. Starting with where should we give it?

E: How about the beer garden round the corner? That makes it nice and informal.

S: Yes, that's a very good vote. It will keep the costs low too. Have you seen the this year's budget? We don't have much money to play.

E: I noticed that, which brings me to my next point. Who should we invite? Everybody's family?

S: No, then we would be too many – the beer garden is really not so big. How would it be minimizing it just to employees and their partners?

E: Yes, that would keep the numbers down, which again would help with the budget.

S: There isn't much place for children to run around there so they would probably get boring anyhow.

E: What about entertainment?

S: You know Simon from marketing? Well, he plays with his brothers in a band. I'm sure they would look forward to play at the party.

E: What a great idea! Is the band any good?

S: They're in the fact really good.

E: There's just one thing left to organize then: which of us is going to send out all the invitations?

S: You made it last time so this time I'm happy to overtake the responsibility. Summer party we're coming!

Right!

E: I can't wait until the office summer party!

S: Me neither! That said, there is an awful lot we have to organize first. Starting with where should we hold it?

E: How about the beer garden round the corner? That makes it nice and informal.

S: Yes, that's a very good choice. It will keep the costs down too. Have you seen this year's budget? We don't have much money to play with.

E: I noticed that, which brings me to my next point. Who should we invite? Everybody's family?

S: No, there would be too many of us then – the beer garden really isn't that big. How about limiting it just to employees and their partners?

E: Yes, that would keep the numbers down, which again would help with the budget.

S: There isn't much space for children to run around there so they would probably get bored anyhow.

E: What about entertainment?

S: You know Simon from marketing? Well, he plays in a band with his brothers. I'm sure they would be happy to play at the party.

E: What a great idea! Is the band any good?

S: They're really good, actually.

E: There's just one thing left to organize then: which of us is going to send out all the invitations?

S: You did it last time so this time I'm happy to take on the responsibility. Summer party here we come!