

# THE FLATMATES

Language point:  
Linking words 2



**BBC WORLD SERVICE**  
LEARNING ENGLISH



# BBC Learning English – The Flatmates

## The Flatmates – Linking words 2

You can see this language point online at:

<http://www.bbc.co.uk/worldservice/learningenglish/flatmates/episode107/languagepoint.shtm>

### Linking words and phrases

**Linking words and phrases** are used to show relationships between ideas. They can be used to join two or more sentences or clauses (a clause is a group of words which contains a subject and a verb).

Linking words/phrases can be used to **structure ideas, add ideas together, point out similarities between ideas** or **generalise about them**.

### Structuring ideas

**First, firstly, first off** (informal), **to begin with, second, secondly, then, lastly** and **finally** are used to show the structure or flow of ideas.

**First**, I'd like to show this new product to you. **Second**, I'd like to point out the advantages of it.

**First off**, I've got nothing to wear and **secondly**, I don't even want to go to the party!

**First**, we'll listen to your presentation, **then** we'll discuss in detail. **Finally**, we'll answer any questions you may have about working here.

### Adding ideas and information

**Moreover** (formal), **furthermore** (formal), **on top of that** (informal) and **another thing is** (informal) are used to give more information or ideas.

The delivery was more than three weeks late. **Moreover** the clock was damaged when we finally received it.

We choose them as suppliers because they are fast and reliable. **Furthermore** they're the cheapest.

I had to buy a dress, some shoes, a present and all the shops were about to close. **On top of that** I had a splitting headache and my son wouldn't stop crying!

I've got so much to do before we go to the party. **Another thing is**, I don't even know how we'll get there.

### Highlighting similarities

**Similarly, in the same way** and **just as** are used to show similarities between ideas. All of these linking devices are quite formal.

It's difficult to find staff to work during July. **Similarly** finding reliable staff in December is hard.

My mother brought me up to believe that I could do any job I wanted. **In the same way** I've brought my children up to be just as confident about their abilities.

**Just as** Shakespeare is famous for his plays, Dickens is famous for his novels.

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### Generalising ideas

**On the whole, in general, in all/some/most/many cases,** and **by and large** are all used to make a generalisation – to say that you think something is generally or mostly true.

**On the whole,** the film was very good.

I think she writes great books **in general** but I didn't like her last one.

**In most cases** you can have the time off but you have to check with the boss first.

**By and large** she likes working there but doesn't like the long commute every day.

### Vocabulary:

#### **sweet (adj)**

kind, nice

#### **to talk about Helen behind her back**

to gossip about Helen when Helen can't hear what I'm saying about her

#### **down in the dumps (informal)**

sad or depressed

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<http://www.bbc.co.uk/worldservice/learningenglish/flatmates/episode107/quiz.shtml>

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