

Facts and figures

Let me give you some facts

Let me explain
To give you an example
For instance
More specifically
Let's look at the figures

ROLE PLAY

Your lucky teacher has received a windfall gift of a few thousand pounds.

Ask how much it is, and explain these three investment choices.

Down to business

So, down to business
Let me get straight to the point
The thing is ...
The point is ...
The issue is ...
This is the situation
The root of the problem is ...
To put it in a nutshell
To put it briefly
Let's cut to the song

Boyd's Bank ... 3% interest p.a.
Cash ISA ... 2% interest p.a. tax free
Eurobonds ... 4% fixed interest *
* 2-year min. investment, 3 months withdrawal notice

Your teacher is now your boss. S/he asks you to work from home over the next six months to reduce costs in the office.

Explain that this is impossible because you have a young family, your partner is a musician and always playing loud music, and there is very little space in your flat.

Read the dialogue and then replace the expressions in red with those in the white box:

Peter: The cricket - did you see it? An violent thunderstorm stopped the game.

Clare: Really, gosh, no I didn't see it. Okay, **now let me get straight to the point**. In my view, **to put it briefly**, a new restaurant will not be successful here, Peter. **The thing is** people just don't like having long lunches in the UK.

Peter: There are a lot of French and other nationals working in the area. They like long lunches. **To give you an example**, Pierre Vermot in Accounts has said he would visit a restaurant if there was one close to the office.

for instance
let's look at the figures
so, down to business
the point is ...
to put it in a nutshell

Clare: Yes, but does he want to eat what they are going to offer? It is a burger chain.

Peter: There are burger restaurants in France. Nothing wrong with a burger.

Clare: In the feedback how many people actually supported the idea?

Peter: **I have the numbers here**.

More or less ... To be precise

Roughly speaking

Roughly speaking ...
 More or less ...
 Along the lines of ...
 There or thereabouts
 In broad terms
 In the region of ...
 Give or take ...
 Broad brush figures

The figures below describe how employees travel to the office each day. Explain this to your teacher, giving approximate figures (e.g. 'just over half').

MEANS of TRAVEL

51% by car
 10% on foot
 11% by bicycle
 19% on a bus
 9% by train

Ask the time in the UK and you're more likely to hear "just after two" than "14.03". Give the times here in an approximate way:

10.58

e.g. "It's coming up to 11 o'clock"

08.31

06.43

04.16

To be precise

What are the precise figures?
 Give me chapter and verse
 To be precise
 To give you the exact figures
 More specifically
 For instance
 Let's look at the figures

Good Times Ltd

Turnover £3m
 Salaries/wages £1.8m
 Fixed costs (rental, etc) £0.8m
 Other expenses £0.6m

The company *Good Times Ltd* has been struggling. Present last year's figures (above) to your teacher. Start with a brief summary of the situation in just a sentence or two. Then give more detailed figures.

You are in a meeting. Your teacher (a colleague) gives the information in the speech bubbles. You add the details as listed on the right of each bubble.

Explain the words in red (or think of other expressions).

The builders expect to finish the new building by March, **something along those lines**.

More or less half the employees have their holidays in the month of August .

Roughly speaking, about a third of the workforce is female.

Projected completion dates

Building ... 8 March
 Driveway and park area ... 3 April
 Garden design and tree-planting ... 14 April

Staff Holidays

June 12%
 July 22%
 August 48%
 September 12%
 Other 6%

Employees

Male 64%
 Female 36%
 18-30 age 59%
 31-60 age 41%