Suggested key

Communication Breakdown phrases

PROBLEMS WHEN LISTENING

Stopping the speaker

Sorry, ...

One second, ...

Hold on, ...

Explaining why you stopped the speaker

I didn't quite catch that.

You've lost me there.

I'm not quite with you.

Suggesting possible action

Could you say that again?

Come again?

Could you spell that (for me), please?

PROBLEMS WHEN EXPLAINING

When it looks like you haven't been understood

Am I going too fast for you?

Did I confuse you there?

Did I explain myself clearly?

Checking comprehension

Are you with me?

Do you catch my drift?

Have you got that?