

## Linking Words and Expressions

Using **transitional** words and phrases or linking words helps you to make yourself **understood** more easily, make **shorter** sentences and improve the **connections** and transitions between **thoughts**. It also helps if you can **structure** your ideas into a clear beginning, middle and end.

### 1. Positions in the text

Some linking words should only be used **within** a sentence.

and but so because then until such as

Other linking words should only be used **between** sentences.

Furthermore, Moreover, However, Nevertheless, Therefore,

Some linking words can be used to **conclude** your point.

In conclusion In that case providing that unless as long as

Let me sum up That covers what I wanted to say Feel free to ask any questions

I'd be glad to answer any questions Thanks for listening As I said earlier

### 2. Grammar of linking words

Linking devices are **neither** nouns, nor verbs.

- Some linking words must be followed by a clause  
(Subject + Verb + Object)

For example:

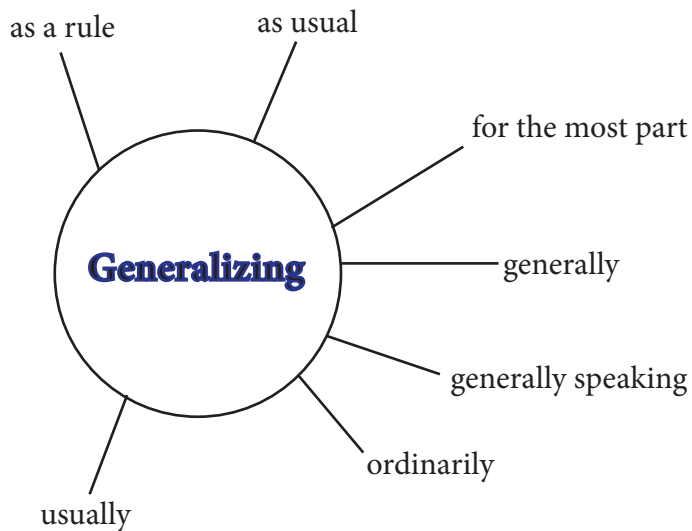
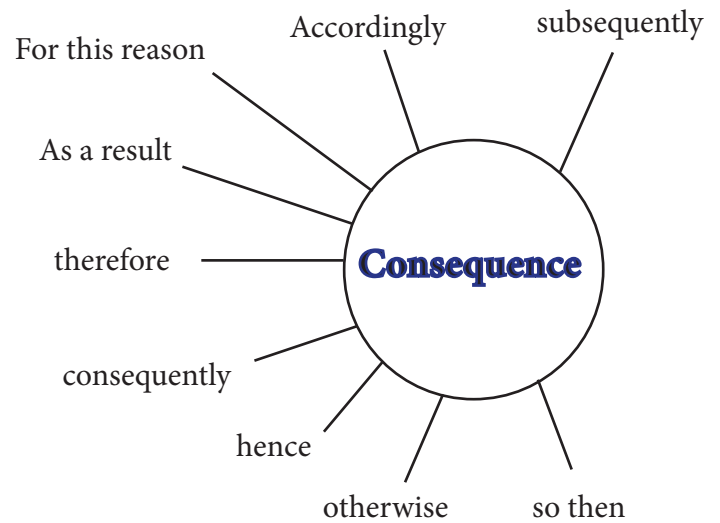
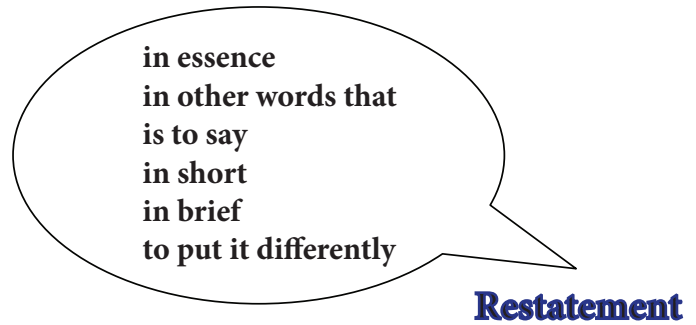
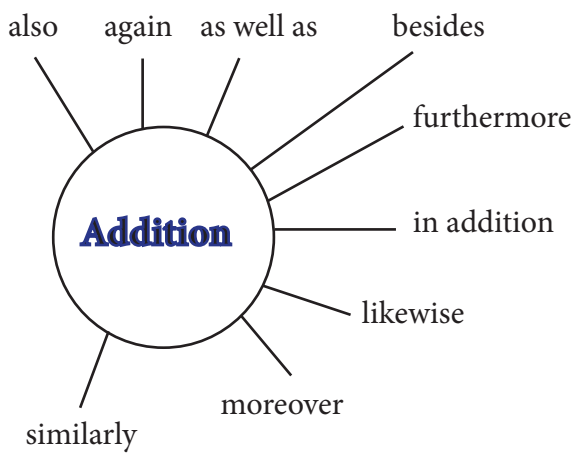
**while** **why** **because** **although** **so** **whereas** **when**

- Other linking words should be followed by a noun phrase  
(Linking word + (the) + Noun/Pronoun or gerund)

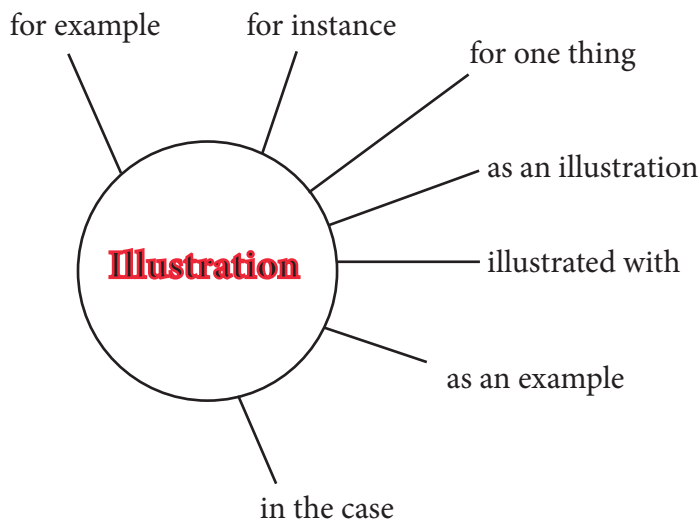
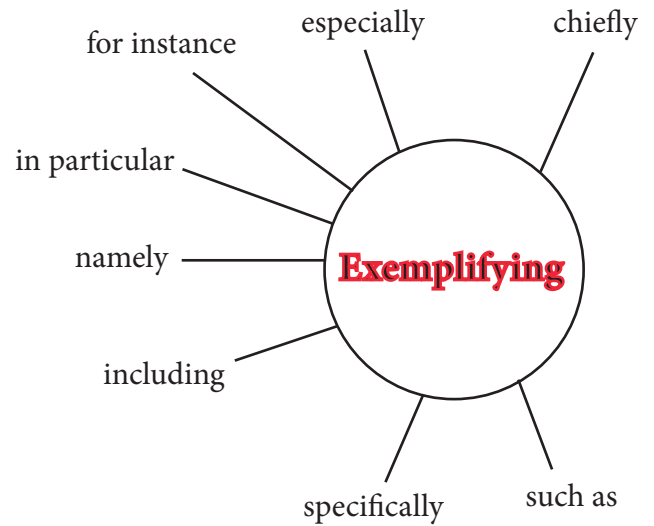
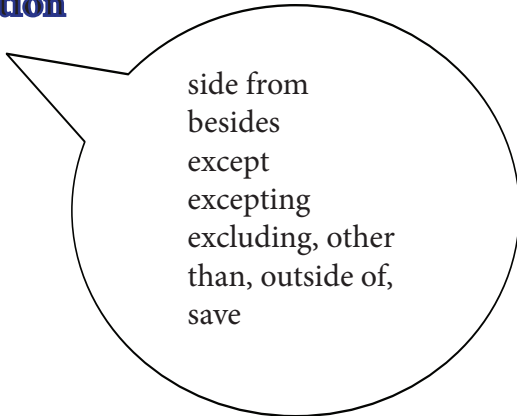
For example:

**because of** **despite** **during** **in spite of**

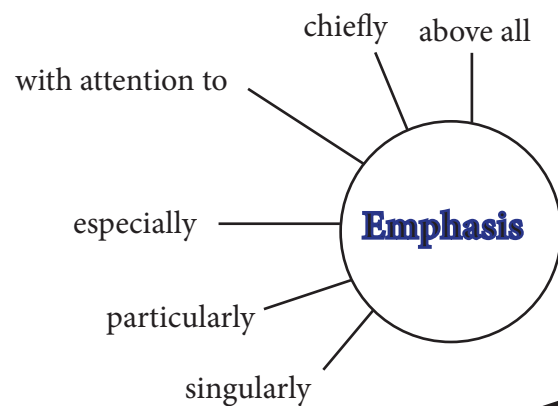
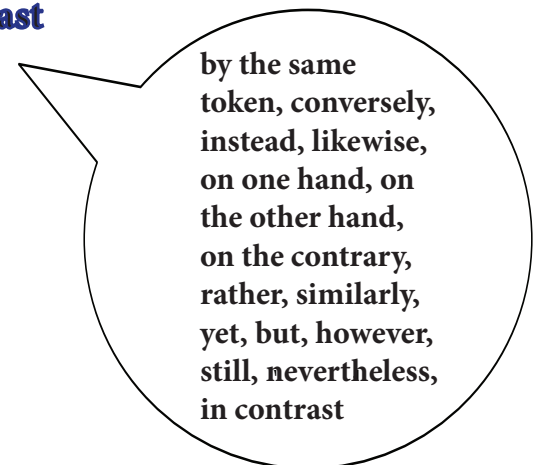
## 3. Uses of linking words & expressions



## Exception

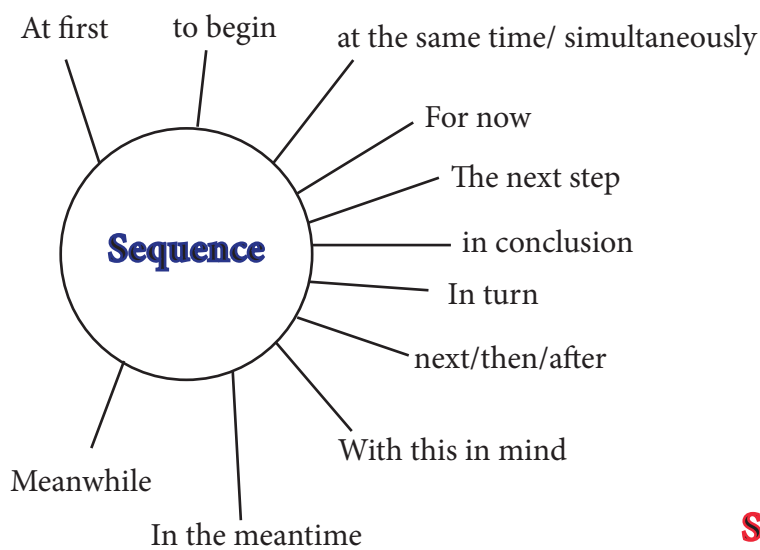


## Contrast



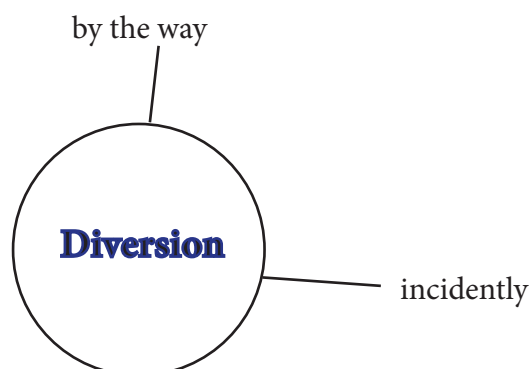
Comparatively  
Correspondingly  
Identically  
Likewise  
Similar  
Together with

## Similarity



## Summarising

after all, all in all, all things considered, briefly, by and large, in any case, in any event, in brief, in conclusion, on the whole, in short, in summary, in the final analysis, in the long run, on balance, to sum up, to summarize, finally



## Direction

here, there, over there, beyond, nearly, opposite, under, above, to the left, to the right, in the distance