



## CHECKING

- **What do you mean (by noun)?**
  - *What do you mean?*  
*What do you mean by fringe benefits*
- **Do you mean (clause)?**
  - *Do you mean we can get a discount?*
  - *Do you mean we have to join the online course before next lesson?*
- **Does that mean (clause)?**
  - *Does that mean there is no lesson next week?*
- **..., (is that) right?**
  - *So, we are going to meet next week, right?*
- **Are you saying (clause)?**
  - *Are you saying we have to book online?*
- **Can I just check (noun/clause)?**
  - *Can I just check the date, it's January 10?*
  - *Can I just check when you plan to deliver?*

## CLARIFYING

- **I mean (noun/clause).**
  - *I mean health insurance and a pension plan.*
  - *I mean we can give you a %5 discount.*
- **What I mean is (clause).**
  - *What I mean is we have to replace the part.*
  - *What I mean is we can deliver in two weeks.*
- **What I am trying to say is (clause).**
  - *What I am trying to say is I don't have much time next week.*
- **Let me clarify ...**
  - *Let me clarify. We can offer all employees a one-time bonus.*
- **In other words, (clause).**
  - *In other words, you cannot book by e-mail.*
- **To put it another way, (clause).**
  - *To put it another way, I don't think we can fix the problem.*