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Tikrit University

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English Department

Real Listening and Speaking/ 2nd Class

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Interrupting- Politely

## **Interrupting- Politely**

Interrupting can be a delicate matter in conversations, especially in professional settings. However, there are effective strategies to interrupt politely without coming across as rude or disrespectful. Here are some key approaches to consider:

### **1. Use Non-Verbal Cues**

Before interrupting, use non-verbal signals to indicate your desire to speak. Nodding, leaning slightly forward, or raising a hand can show that you have something to contribute. This prepares the speaker and the audience for a possible interruption.

### **2. Choose the Right Moment**

Timing is crucial when interrupting. Wait for a natural pause in the conversation. This not only minimizes disruption but also shows that you are respectful of the speaker's thoughts.

### **3. Preface Your Interruption**

A polite preface can soften your interruption. Phrases like:

"I'm sorry to interject, but..."

"If I could add something here..."

"May I jump in for a moment?"

These expressions signal that you value the current speaker's input while also indicating that you have something important to say.

### **4. Acknowledge the Speaker**

Recognizing the speaker's point before interjecting can help maintain a respectful tone. For example:

"I appreciate your insights on this topic, and I'd like to add..."

This approach reinforces that you're engaging with their ideas rather than dismissing them.

## **5. Be Concise and Relevant**

When you do interrupt, keep your comments brief and to the point. This shows respect for everyone's time and keeps the conversation flowing. Avoid going off on tangents that might derail the discussion.

## **6. Use "I" Statements**

Frame your thoughts using "I" statements to express your perspective without sounding accusatory. For example:

"I feel that we might also consider..."

This approach personalizes your input and reduces the chance of sounding confrontational.

## **7. Invite Further Discussion**

Encourage a collaborative atmosphere by inviting the original speaker to respond. You might say:

"What are your thoughts on this?"

This not only allows for a smoother transition back to the original speaker but also values their opinion.

## **8. Practice Active Listening**

Demonstrate that you are engaged with what the speaker is saying. Active listening involves nodding, maintaining eye contact, and occasionally summarizing their points. This builds rapport and makes your interruption more acceptable.

### **Effective Expressions for Interrupting Politely**

#### **Non-Verbal Cues**

-Nod your head to indicate you have something to say.

-Raise your hand slightly to signal your intention to speak.

### **Prefacing Your Interruption**

- "I'm sorry to interject, but..."

- "If I could add something here..."

- "May I jump in for a moment?"

### **Acknowledging the Speaker**

- "I appreciate your insights, and I'd like to add..."

- "That's a great point; I'd also like to mention..."

### **Inviting Further Discussion**

- "What do you think about this?"

- "I'd love to hear your thoughts on this idea."

### **Using "I" Statements**

"I feel that we might also consider..."

"In my experience, I've found that..."