

Templates from They Say I Say

The following is a list of commonly used transitions, categorized according to their different functions.

ADDITION

also	indeed
and	in fact
besides	moreover
furthermore	so too
in addition	

EXAMPLE

after all	specifically
as an illustration	to take a case in point
for example	consider
for instance	

ELABORATION

actually	to put it another way
by extension	to put it bluntly
in short	to put it succinctly
that is	ultimately
in other words	

1 0 9

COMPARISON

along the same lines	likewise
in the same way	similarly

CONTRAST

although	nevertheless
but	nonetheless
by contrast	on the contrary
conversely	on the other hand
despite	regardless
even though	whereas
however	while yet
in contrast	

CAUSE AND EFFECT

accordingly	so
as a result	then
consequently	therefore
hence	thus
since	

CONCESSION

admittedly	naturally
although it is true	of course
granted	to be sure

CONCLUSION

as a result	in sum
consequently	therefore
hence	thus
in conclusion	to sum up
in short	to summarize

1 1 0

W So even when you may think you've said everything possible in an argument, try inserting the following types of metacommentary.

- ▶ In other words, she doesn't realize how right she is.
- ▶ What _____ really means is _____.
- ▶ My point is not _____ but _____.
- ▶ Ultimately, then, my goal is to demonstrate that _____.

TO MOVE FROM A GENERAL CLAIM TO A SPECIFIC EXAMPLE

These moves help you explain a general point by providing a concrete example that illustrates what you're saying.

- ▶ For example, _____.
- ▶ _____, for instance, demonstrates _____.
- ▶ Consider _____, for example.
- ▶ To take a case in point, _____.

TO INDICATE THAT A CLAIM IS MORE, LESS, OR EQUALLY IMPORTANT

The following templates help you give relative emphasis to the claim that you are introducing, showing whether that claim is of more or less weight than the previous one, or equal to it.

- ▶ Even more important, _____.
- ▶ But above all, _____.
- ▶ Incidentally, we will briefly note, _____.
- ▶ Just as important, _____.
- ▶ Equally, _____.
- ▶ Finally, _____.

TO EXPLAIN A CLAIM WHEN YOU ANTICIPATE OBJECTIONS

Here's a template to help you anticipate and respond to possible objections.

- ▶ Although some readers may object that _____, I would answer that _____.

TEMPLATES FOR INTRODUCING METACOMMENTARY

TO WARD OFF POTENTIAL MISUNDERSTANDINGS

The following moves help you differentiate certain views from ones they might be mistaken for.

- ▶ Essentially, I am arguing not that we should give up the policy, but that we should monitor effects far more closely.
- ▶ This is not to say _____, but rather _____.
- ▶ X is concerned less with _____ than with _____.

TO ALERT READERS TO AN ELABORATION OF A PREVIOUS IDEA

The following moves elaborate on a previous point, saying to readers: "In case you didn't get it the first time, I'll try saying the same thing in a different way."

- ▶ In other words, _____.
- ▶ To put it another way, _____.
- ▶ What X is saying here is that _____.

TO PROVIDE READERS WITH A ROADMAP TO YOUR TEXT

This move orients readers, clarifying where you have been and where you are going—and making it easier for them to process and follow your text.

- ▶ Chapter 2 explores _____, while chapter 3 examines _____.
- ▶ Having just argued that _____, I want now to complicate the point by _____.

TO GUIDE READERS TO YOUR MOST GENERAL POINT

These moves show that you are wrapping things up and tying up various subpoints previously made.

- ▶ In sum, then, _____.
- ▶ My conclusion, then, is that _____.
- ▶ In short, _____.