

Sound like an effective native speaker when using Adverbs and Adjectives. Practice **drama and effect** while writing out the following sentences. Say the sentences and be sure to stress the Adjectives and Adverbs. (To stress a word or syllable means to say it louder or stronger.)

...add more verbal effect



to your negotiation skills!

1. I think this is going to be ___ difficult. **extremely**
2. We've made some ___ progress this morning. **real**
3. It is ___ mandatory that we reach some kind of agreement on this today. **absolutely**
4. I have some ___ concerns about meeting these deadlines. **serious**
5. We ___ cannot afford to have any more delays. **simply**
6. We were hoping for some ___ movement on price **significant**
7. I'm in a position to make you a ___ better offer. **substantially**
8. We ___ expected ___ more flexibility on this. **really, much**
9. I just wanted to give you a ___ breakdown of the ___ figures. **thorough, key**

Next time you have to negotiate your salary, your contract, your terms and conditions, try these words and see how effective they will make your communication skills.