

## Business English Linking Words – Übersicht

■ Linking words (Verbindungswörter) helfen dir, deine Sätze klarer, flüssiger und professioneller zu gestalten – egal ob in Meetings, Präsentationen oder E-Mails.

### Adding Information

Moreover	In addition	What's more	Furthermore	Not only ... but also
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■ In addition, we should consider the long-term impact on our clients.

### Contrasting

However	On the other hand	Although / Even though	Whereas	In contrast
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■ The proposal is promising. However, it may exceed our budget.

### Cause & Effect

Therefore	As a result	Because of	Due to	Consequently
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■ The delivery was delayed. As a result, the client was dissatisfied.

### Giving Examples

For example	For instance	Such as	In particular	Namely
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■ Several industries, such as logistics and IT, are affected.

### Sequencing

First / Firstly	Then / Next	After that	Finally / Lastly	To begin with
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■ First, we will review the results. Then, we will discuss next steps.

### Summarising

In conclusion	To sum up	All in all	Overall	In short
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■ To sum up, the new strategy offers clear benefits.