

# Key words and phrases

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Student  
Academic  
Success  
Center

Good listening skills are an essential component of the intent to remember information. Obstacles to listening may include talking instead of listening, thinking of what to say instead of listening, mentally arguing with the speaker instead of listening, daydreaming, impatience, distractions, not being motivated or interested, etc. Improve your listening skills

1. Adds important new information to what has just been explained

And  
In addition  
Furthermore  
Also  
Besides  
Moreover

2. States two topics or facts are equally important

As well as  
At the same time  
Similarly  
Likewise

3. Provides a specific example of what has just been explained

For example  
For instance  
Specifically  
Such as  
Like  
To illustrate

4. Gives the result or effect of a series of events

Because  
Consequently  
For this reason  
Since  
Hence  
So  
Therefore  
Thus

5. Provides an exception to what has just been explained

In contrast  
In comparison  
Conversely  
In spite of  
However  
Nevertheless  
On the other hand  
Regardless  
Whereas  
Even though  
Instead of  
Having said that

6. Compares different events which are unlikely to happen at the same time

Either  
Neither  
Other than  
Otherwise

7. Describes conditions necessary for something to occur

If  
Providing  
Under these conditions  
Whenever  
Unless

8. States facts which are not subject to argument

Of course  
Given that  
Granted

9. Emphasizes something that is very important

Above all  
Most importantly  
You'll see this again

10. Provides an effect or result after a series of events or arguments

For these reasons  
In conclusion  
In brief  
To sum up

11. Provides an order in which things happen

First, second  
Next  
Finally  
Before  
Previously  
Formerly  
Presently  
Now  
Meanwhile  
Currently  
Afterwards  
Later  
Subsequently  
Ultimately

Adapted from "The Pivotal Words," Academic Skills Center, Dartmouth College.