

C1

PHONE & VIDEO CALLS

MONOLOG · 5 MIN.

Interrupting a Senior Colleague to Correct a Dangerous Misunderstanding · *Podcast*

The managing director mixes up two figures on a video call: how to interrupt politely but firmly before the mistake becomes a decision.

Listen to the episode +
comprehension test:

<https://www.englisch-lehrer.com/podcasts/interrupting-a-senior-colleague-to-correct-a-dangerous-misunderstanding>

NAME

DATE

BRICK 1 · LEARN THE KEY PHRASES



Read the eight phrases with meaning and example. You will hear all of them in the episode.

ENGLISH	DEUTSCH	EXAMPLE
Sorry to jump in	Entschuldigung, dass ich dazwischengehe	<i>Sorry to jump in, but the deadline has just changed.</i>
to flag a concern	ein Bedenken anmelden	<i>May I flag a concern with the delivery date?</i>
to correct the record	die Fakten richtigstellen	<i>Let me correct the record on the sales figures.</i>
a face-saving exit	ein gesichtswahrender Ausweg	<i>She gave the director a face-saving exit by blaming the old report.</i>
to double-check the figures	die Zahlen doppelt prüfen	<i>Before we sign, let's double-check the figures one last time.</i>
a costly mistake	ein teurer Fehler	<i>Ordering too late would be a costly mistake.</i>
a misunderstanding	ein Missverständnis	<i>The delay was caused by a simple misunderstanding about the date.</i>
a mix-up	eine Verwechslung	<i>There was a mix-up between the two delivery addresses.</i>



BRICK 2 · FILL THE GAPS



Complete the missing word from the conversation.

possibly

eventually

finally

actually

jump in

cut in

break in

step in

01 For 'eventuell', say 'we will _____ need to reorder'.

02 Sorry to _____, Martin, but may I flag a concern with that figure?

BRICK 3 · TRUE OR FALSE?



Tick one. T = true, F = false.

01 The managing director corrected himself in front of the auditors.

T ☐ F ☐

02 The narrator recommends correcting the person directly, for example with "That's wrong".

T ☐ F ☐

BRICK 4 · ORDER



Number the steps of the conversation (1–5).

01 ☐ The MD thanks the narrator privately afterwards

02 ☐ The narrator says "Sorry to jump in" and flags a concern

03 ☐ The MD checks the report and corrects himself

04 ☐ The MD mixes up the stock coverage figures

05 ☐ The narrator offers a face-saving exit: "I may be looking at an older sheet"

BRICK 5 · YOUR VERSION



Write two sentences of your own using phrases from Brick 1.

.....

.....

.....

MINI-CHECK – CAN I DO THIS YET?

☐ I can announce a delay politely.

☐ I can propose an alternative.

☐ I can promise written confirmation.

Listened twice and ticked everything? Then you are ready for the real conversation.



Cut-out flashcards

× Cut out, fold on the line – English in front, German on the back. Or practise digitally:

<https://www.englisch-lehrer.com/podcasts/interrupting-a-senior-colleague-to-correct-a-dangerous-misunderstanding>

Sorry to jump in

Sorry to jump in, but the deadline has just changed.

Entschuldigung, dass ich dazwischengehe

to flag a concern

May I flag a concern with the delivery date?

ein Bedenken anmelden

to correct the record

Let me correct the record on the sales figures.

die Fakten richtigstellen

a face-saving exit

She gave the director a face-saving exit by blaming the old report.

ein gesichtswahrender Ausweg

to double-check the figures

Before we sign, let's double-check the figures one last time.

die Zahlen doppelt prüfen

a costly mistake

Ordering too late would be a costly mistake.

ein teurer Fehler

a misunderstanding

The delay was caused by a simple misunderstanding about the date.

ein Missverständnis

a mix-up

There was a mix-up between the two delivery addresses.

eine Verwechslung

Answer key

Check only when you have finished. Every answer comes with the **why**.

BRICK 2 · FILL THE GAPS

01 **possibly**

"Eventuell" is "possibly" or "may". The trap: "eventually" means "schließlich / in the end" — almost the opposite of "perhaps".

02 **jump in**

"Sorry to jump in" is the fixed, respectful phrase for interrupting someone in a meeting.

BRICK 3 · TRUE OR FALSE?

01 **True**

True — the MD checked his report, found the mix-up and corrected himself in front of the auditors.

02 **False**

False — "Never correct the person — correct the record." Direct confrontation shames the superior in front of the auditors.

BRICK 4 · ORDER

01 **1.** The MD mixes up the stock coverage figures

02 **2.** The narrator says "Sorry to jump in" and flags a concern

03 **3.** The narrator offers a face-saving exit: "I may be looking at an older sheet"

04 **4.** The MD checks the report and corrects himself

05 **5.** The MD thanks the narrator privately afterwards

KEEP PRACTISING LIVE

Want to practise these phrases in a real conversation?

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