

Coordinating Conjunctions

Point 1: Coordinating Conjunctions connect words, phrases and clauses. There are seven of them.

1. I work in the city, **and** I study at university.
2. I am tired, **but** I will keep working.
3. It was cold, **so** we stayed inside.
4. You can leave, **or** you can stay.
5. I don't like math, **nor** do I like history.
6. We went home, **for** it was getting late.
7. I was so tired, **yet** I could not sleep.

Point 2: And shows similarity and associates things.

Word: I have a dog **and** a cat.

Phrase: I like to study at night **and** in the morning.

Clause: I can sing **and** I write music, too.

Point 3: But contrasts ideas.

Word: It is cloudy **but** warm.

Phrase: It is open on Saturday **but** not on Sunday.

Clause: I play sports, **but** I never watch sports on TV.

Point 4: So shows cause and effect. It has other meanings. Thus, it can only be used with clauses.

Word: --x--

Phrase: --x--

Clause: I was tired, **so** I went home.

Point 5: For shows reasons. It means **because**. It has other meanings. Thus, it can only be used with clauses.

Word: --x--

Phrase: --x--

Clause: We did not make it, **for** the traffic was bad.

Point 6: Or connects related choices.

Word: You can have coffee **or** tea.

Phrase: We can stay by the lake **or** in the woods.

Clause: We can take the train, **or** we can drive there.

Nor connects two related negative concepts.

*Word: The book was **not** fun, **nor** useful.*

*Phrase: I don't sit much at home, **nor** at work.*

*Clause: I don't eat meat, **nor** do I drink caffeine.*

Point 7: Yet shows a surprising contrast between two things.

Word: Her dress was elegant yet simple.

Phrase: --x--

Clause: He is rich, yet he never spends any money.

Coordinating Conjunctions

Read and listen to four conversations using the grammar.

Conversation 1 | [PDF Worksheet](#)

Man: I like this soup, it's so yum, **yet** healthy.

Woman: It is good, **but** it is high in sodium.

Man: Yeah, **but** it has lots of veggies.

Woman: True, **but** it is not cheap, **nor** easy to make.

Man: OK, you don't like it.

Woman: I do. I am just being honest.

Conversation 2 | [PDF Worksheet](#)

Man: Where will you go for summer?

Woman: I am not sure yet.

Man: I will go to the beach **or** the lake.

Woman: I would go, **but** my son has school.

Man: He has school in summer.

Woman: Yeah, he has to go to school this summer, **or** he will not graduate.

Conversation 3 | [PDF Worksheet](#)

Man: What will you do tomorrow?

Woman: I have to work, **but** I finish early.

Man: I don't work, **so** I will go somewhere.

Woman: Where will you go?

Man: I think to the forest, **for** the leaves are changing colors now.

Woman: Well, have a good time **and** take lots of pictures.

Conversation 4 | [PDF Worksheet](#)

Man: Do you go out much?

Woman: No, I don't drink, **and** I don't like crowds.

Man: Yeah, me too, **but** I hate staying home.

Woman: So, what do you do? Watch movies?

Man: No, I don't like movies, **nor** do I like TV shows, so I tend to read a lot.

Woman: Sounds boring, **but** each to his own.

Quiz

Answer these questions about the interview.

1) She says the soup is ____ .

- a) great
- b) not that great**

2) She cannot go because ____ .

- a) she has class
- b) her son cannot go**

3) He will go to the forest because ____ .

- a) leaves are changing**
- b) he is going camping

4) She does not go out because ____ .

- a) she does not like crowds**
- b) she has no money

Gap Fill: Complete the conversation with the correct word!

Question 1 of 4

Drag the boxes onto the matching gaps.

- high
- don't
- True

- veggies
- cheap
- easy

- healthy
- honest

Man: I like this soup. It's so yum, yet ____.

Woman: It is good, but it is ____ in sodium.

Man: Yeah, but it has lots of ____.

Woman: _____. But it's not _____, nor _____ to make.

Man: OK, you _____ like it.

Woman: I do. I'm just being _____.

Question 2 of 4

Drag the boxes onto the matching gaps.

- graduate
- beach
- has

- summer
- school
- will

- yet
- would

Man: Where _____ you go for summer?

Woman: I am not sure _____.

Man: I will go to the _____ or the lake.

Woman: I _____ go, but my son has _____.

Man: He has school in _____?

Woman: Yeah, he _____ to go to school this summer or he will not _____.

Question 3 of 4

Drag the boxes onto the matching gaps.

- What
- Where
- pictures

- forest
- somewhere
- early

- have
- colors

Man: _____ will you do tomorrow?

Woman: I _____ to work, but I finish _____.

Man: I don't work, so I will go _____.

Woman: _____ will you go?

Man: I think to the _____, for the leaves are changing _____ now.

Woman: Well, have a good time and take lots of _____.

Question 4 of 4

Drag the boxes onto the matching gaps.

- staying
- crowds
- drink

- Watch
- nor
- boring

- shows
- out

Man: Do you go ___ much?

Woman: No, I don't ___ and I don't like ___.

Man: Yeah, me too, but I hate ___ home.

Woman: So what do you do? ___ movies?

Man: No, I don't like movies, ___ do I like TV ___, so I tend to read a lot.

Woman: Sounds ___, but each to his own.

Corporate Vocabulary

Launch

The introduction of a new product/service.

“What is the launch date for the new line of cosmetics?”

"When is the official launch for the new cosmetics line?"

Leverage

Using something to maximum advantage.

“Our client is using their leverage of future sales to get additional discounts from us.”

"Our client is leveraging their substantial negotiating power, predicated on future volume, to secure greater discounts."

Milestone

Key stage in a project.

“There are two important schedule milestones due this month.”

"We are approaching two critical milestones scheduled for completion by the end of this month."

Networking

Building professional connections.

“Networking is very important when looking for new customers.”

"Cultivating a robust professional network is pivotal for driving client acquisition."