

Articulate

Ways of de-emphasising this voice:

1. Make your explanations shorter.
2. Set out the headline of what you have to say and then inquire whether, and if so in what way, your listener(s) would like you to expand on that.
3. If people do not respond to what you have said, don't simply add more words or explanation; shift instead to the Inquiry voice and ask *'What are you thinking?'*
4. Don't repeat yourself. Don't...
5. Invite someone else to summarise.