

7 Sentences That Make You Sound Like a Leader in English

Boardroom-ready language for Latin American executives

Junior professionals explain what they do. **Senior professionals frame what happens next.**

Leadership isn't about having all the answers—it's about how you structure your sentences. These seven patterns come from real executive conversations and can be adapted to any business situation. Master these, and you'll sound like someone who makes decisions, not someone waiting for them.

Seven high-impact English sentences you can copy, customize, and reuse to lead meetings, set direction, and push back with confidence in front of senior stakeholders.

The 7 Sentences

01

Based on [X], I recommend we [Y].

■ WHEN TO USE

Making recommendations, presenting analysis, proposing changes

■ WHY IT WORKS

You demonstrate data-driven thinking and take ownership of the recommendation. The structure shows you've analyzed the situation and reached a conclusion.

■ VARIATIONS

- Based on [X], the best path forward is [Y].
- Given [X], we should [Y].
- Based on what we're seeing with [X], here's what I propose: [Y].

■ AVOID

"Maybe we should consider possibly looking at..." (Too many qualifiers weaken your authority.)

■ SAY THIS

Pause briefly before "I recommend"—this signals you've given this serious thought. Keep your voice steady and matter-of-fact, not tentative.

■ EXAMPLE / EJEMPLO

Based on the Q3 results, I recommend we reallocate 20% of the marketing budget to direct sales.

02

Let's align on [X] before we move to [Y].

■ WHEN TO USE

Meetings getting off track, when people skip important steps, scope discussions

■ WHY IT WORKS

You're guiding the conversation's structure without being directive. "Let's" includes everyone while you control the agenda.

■ VARIATIONS

- Before we discuss [Y], let's make sure we're aligned on [X].
- I want to ensure we're aligned on [X] before moving forward with [Y].
- Let's lock down [X], then we can address [Y].

■ AVOID

"Wait, we need to talk about X first." (Sounds reactive and controlling.)

■ SAY THIS

Use "align on" instead of "agree on"—it's more collaborative and less confrontational. Your tone should be facilitating, not commanding.

■ EXAMPLE / EJEMPLO

Let's align on the core features before we discuss pricing models.

03

Here's what I'm hearing: [brief summary]. Is that accurate?

■ WHEN TO USE

Complex discussions, conflicting requirements, before committing resources

■ WHY IT WORKS

You demonstrate active listening while maintaining control. Summarizing shows you understand the big picture, and asking for confirmation positions you as the one validating understanding.

■ VARIATIONS

- Let me make sure I understand: [summary]. Do I have that right?
- If I'm hearing you correctly: [summary]. Yes?
- So the core issue is: [summary]. Is that fair?

■ AVOID

"So you're saying..." (Too passive—sounds like you're just repeating, not synthesizing.)

■ SAY THIS

Your summary should be shorter and clearer than what they said. End with a slight upward inflection on "accurate?" to invite confirmation without sounding uncertain.

■ EXAMPLE / EJEMPLO

Here's what I'm hearing: You need the system live by Q1, but you're flexible on which features launch first. Is that accurate?

04

The tradeoff is [X] vs [Y]. I believe [Y] is worth it because [Z].

■ WHEN TO USE

Budget decisions, timeline discussions, resource allocation, when clients want everything

■ WHY IT WORKS

You acknowledge complexity while providing clear direction. This shows strategic thinking—you understand there's no perfect solution, but you can prioritize.

■ VARIATIONS

- We can optimize for [X] or [Y]. Given [context], I'd prioritize [Y].
- The real question is [X] or [Y]. My recommendation is [Y] because [Z].
- This comes down to [X] vs [Y]. [Y] makes more sense given [Z].

■ AVOID

"Well, we could do either one..." (Indecisive—makes you sound uncertain.)

■ SAY THIS

State both options neutrally, then use "I believe" with conviction. The "because" is critical—it shows your reasoning is sound.

■ EXAMPLE / EJEMPLO

The tradeoff is speed vs customization. I believe speed is worth it because we need to test market fit before building custom features.

05

I'll own [X], and I need [Y] from you by [Z].

■ WHEN TO USE

Delegating work, project kickoffs, clarifying responsibilities

■ WHY IT WORKS

You define accountability clearly—what you're responsible for and what you need from others. This prevents confusion and establishes you as someone who manages execution.

■ VARIATIONS

- I'm taking responsibility for [X]. To make that happen, I'll need [Y] from you by [Z].
- I'll handle [X]. On your end, I need [Y] by [Z].
- My commitment is [X]. What I need from the team is [Y] by [Z].

■ AVOID

"Can you maybe get me the feature list sometime soon?" (Vague and weak.)

■ SAY THIS

"I'll own" is more powerful than "I'll handle" or "I'll do." Be specific about deadlines—"by Friday" beats "soon."

■ EXAMPLE / EJEMPLO

I'll own the technical architecture, and I need the final feature list from you by Friday.

06

That's not feasible, but here's what is: [alternative].

■ WHEN TO USE

Unrealistic requests, scope creep, timeline pressure, budget constraints

■ WHY IT WORKS

You say no without just being negative. You acknowledge the request, explain why it won't work, and immediately offer a path forward.

■ VARIATIONS

- [X] isn't realistic given [constraint], but we can accomplish [Y].
- I can't commit to [X], but I can deliver [Y].
- That won't work because [reason]. What we can do is [alternative].

■ AVOID

"No, we can't do that." (Sounds like you're not solution-oriented.)

■■ SAY THIS

Keep your tone matter-of-fact, not apologetic. The key is the immediate pivot to "but here's what is"—don't let silence sit after saying no.

■ EXAMPLE / EJEMPLO

Launching all features by Q1 isn't feasible, but here's what is: core functionality by Q1, advanced features in Q2.

07

Going forward, we'll [X] to prevent [Y].

■ WHEN TO USE

After mistakes, process improvements, preventing recurring issues

■ WHY IT WORKS

You're implementing a solution, not just identifying a problem. "Going forward" signals you're taking action without dwelling on past mistakes.

■ VARIATIONS

- Moving forward, the process is [X] to avoid [Y].
- To prevent [Y] from happening again, we're implementing [X].
- The new approach is [X], which eliminates [Y].

■ AVOID

"Maybe we should try to avoid this next time." (Too vague and tentative.)

■ ■ SAY THIS

Use "we'll" with confidence—this is a decision, not a suggestion. "To prevent" connects the action to a clear benefit.

■ EXAMPLE / EJEMPLO

Going forward, we'll require sign-off on scope changes to prevent timeline delays.

7 Frases que te Hacen Sonar como Líder en Inglés

Lenguaje de sala de juntas para ejecutivos latinoamericanos

Los profesionales junior explican lo que hacen. **Los profesionales senior enmarcan lo que sucederá después.**

El liderazgo no se trata de tener todas las respuestas—se trata de cómo estructuras tus oraciones. Estos siete patrones provienen de conversaciones ejecutivas reales y pueden adaptarse a cualquier situación de negocio. Domina estos, y sonarás como alguien que toma decisiones, no como alguien que espera que las tomen por ti.

Siete frases de alto impacto en inglés que puedes copiar, adaptar y reutilizar para liderar reuniones, marcar dirección y poner límites con confianza frente a ejecutivos senior.

Las 7 Frases

01

Based on [X], I recommend we [Y].

■ WHEN TO USE

Al hacer recomendaciones, presentar análisis, proponer cambios

■ WHY IT WORKS

Demuestras pensamiento basado en datos y asumes la responsabilidad de la recomendación. La estructura muestra que has analizado la situación y llegado a una conclusión.

■ VARIATIONS

- Based on [X], the best path forward is [Y].
- Given [X], we should [Y].
- Based on what we're seeing with [X], here's what I propose: [Y].

■ AVOID

"Maybe we should consider possibly looking at..." (Demasiados calificadores debilitan tu autoridad.)

■ SAY THIS

Haz una breve pausa antes de "I recommend"—esto señala que lo has pensado seriamente. Mantén tu voz firme y objetiva, no vacilante.

■ EXAMPLE / EJEMPLO

Based on the Q3 results, I recommend we reallocate 20% of the marketing budget to direct sales.

02

Let's align on [X] before we move to [Y].

■ WHEN TO USE

Reuniones que se desvían, cuando la gente se salta pasos importantes, discusiones de alcance

■ WHY IT WORKS

Guías la estructura de la conversación sin ser directivo. "Let's" incluye a todos mientras tú controlas la agenda.

■ VARIATIONS

- Before we discuss [Y], let's make sure we're aligned on [X].
- I want to ensure we're aligned on [X] before moving forward with [Y].
- Let's lock down [X], then we can address [Y].

■ AVOID

"Wait, we need to talk about X first." (Suenan reactivo y controlador.)

■ SAY THIS

Usa "align on" en lugar de "agree on"—es más colaborativo y menos confrontacional. Tu tono debe ser facilitador, no mandón.

■ EXAMPLE / EJEMPLO

Let's align on the core features before we discuss pricing models.

03

Here's what I'm hearing: [brief summary]. Is that accurate?

■ WHEN TO USE

Discusiones complejas, requisitos contradictorios, antes de comprometer recursos

■ WHY IT WORKS

Demuestras escucha activa mientras mantienes el control. Resumir muestra que entiendes el panorama general, y pedir confirmación te posiciona como quien valida la comprensión.

■ VARIATIONS

- Let me make sure I understand: [summary]. Do I have that right?
- If I'm hearing you correctly: [summary]. Yes?
- So the core issue is: [summary]. Is that fair?

■ AVOID

"So you're saying..." (Demasiado pasivo—suena como si solo repetirías, no sintetizaras.)

■ SAY THIS

Tu resumen debe ser más corto y claro que lo que dijeron. Termina con una ligera inflexión ascendente en "accurate?" para invitar confirmación sin sonar inseguro.

■ EXAMPLE / EJEMPLO

Here's what I'm hearing: You need the system live by Q1, but you're flexible on which features launch first. Is that accurate?

04

The tradeoff is [X] vs [Y]. I believe [Y] is worth it because [Z].

■ WHEN TO USE

Decisiones de presupuesto, discusiones de cronograma, asignación de recursos, cuando los clientes quieren todo

■ WHY IT WORKS

Reconoces la complejidad mientras proporcionas una dirección clara. Esto muestra pensamiento estratégico—entiendes que no hay solución perfecta, pero puedes priorizar.

■ VARIATIONS

- We can optimize for [X] or [Y]. Given [context], I'd prioritize [Y].
- The real question is [X] or [Y]. My recommendation is [Y] because [Z].
- This comes down to [X] vs [Y]. [Y] makes more sense given [Z].

■ AVOID

"Well, we could do either one..." (Indeciso—te hace sonar inseguro.)

■ SAY THIS

Presenta ambas opciones neutralmente, luego usa "I believe" con convicción. El "because" es crítico—muestra que tu razonamiento es sólido.

■ EXAMPLE / EJEMPLO

The tradeoff is speed vs customization. I believe speed is worth it because we need to test market fit before building custom features.

05

Me haré cargo de [X], y necesito [Y] de ti para [Z].

■ WHEN TO USE

Al delegar trabajo, inicios de proyectos, al aclarar responsabilidades

■ WHY IT WORKS

Defines responsabilidad claramente—de qué eres responsable y qué necesitas de otros. Esto previene confusión y te establece como alguien que gestiona la ejecución.

■ VARIATIONS

- Asumo la responsabilidad de [X]. Para que eso suceda, necesitaré [Y] de ti para [Z].
- Me encargo de [X]. De tu parte, necesito [Y] para [Z].
- Mi compromiso es [X]. Lo que necesito del equipo es [Y] para [Z].

■ AVOID

"¿Puedes tal vez conseguirme la lista de funcionalidades pronto?" (Vago y débil.)

■ SAY THIS

"Me haré cargo" es más poderoso que "voy a manejar" o "voy a hacer". Sé específico con fechas—"para el viernes" supera a "pronto".

■ EXAMPLE / EJEMPLO

Me haré cargo de la arquitectura técnica, y necesito la lista final de funcionalidades de ti para el viernes.

06

That's not feasible, but here's what is: [alternative].

■ WHEN TO USE

Solicitudes poco realistas, expansión de alcance, presión de cronograma, restricciones de presupuesto

■ WHY IT WORKS

Dices no sin ser solo negativo. Reconoces la solicitud, explicas por qué no funcionará, e inmediatamente ofreces un camino alternativo.

■ VARIATIONS

- [X] isn't realistic given [constraint], but we can accomplish [Y].
- I can't commit to [X], but I can deliver [Y].
- That won't work because [reason]. What we can do is [alternative].

■ AVOID

"No, we can't do that." (Suena como si no estuvieras orientado a soluciones.)

■ SAY THIS

Mantén tu tono objetivo, no disculpatorio. La clave es el giro inmediato a "but here's what is"—no dejes que el silencio se asiente después de decir no.

■ EXAMPLE / EJEMPLO

Launching all features by Q1 isn't feasible, but here's what is: core functionality by Q1, advanced features in Q2.

07

Going forward, we'll [X] to prevent [Y].

■ WHEN TO USE

Después de errores, mejoras de proceso, al prevenir problemas recurrentes

■ WHY IT WORKS

Estás implementando una solución, no solo identificando un problema. "Going forward" señala que estás tomando acción sin detenerte en errores pasados.

■ VARIATIONS

- Moving forward, the process is [X] to avoid [Y].
- To prevent [Y] from happening again, we're implementing [X].

- The new approach is [X], which eliminates [Y].

■ **AVOID**

"Maybe we should try to avoid this next time." (Demasiado vago y vacilante.)

■ ■ **SAY THIS**

Usa "we'll" con confianza—esto es una decisión, no una sugerencia. "To prevent" conecta la acción con un beneficio claro.

■ **EXAMPLE / EJEMPLO**

Going forward, we'll require sign-off on scope changes to prevent timeline delays.