

Glossary of Tone Indicators

Show Emotion and Attitude with Gestures & Your Voice



articulately (adverb)

If you speak or express yourself articulately, you communicate your thoughts clearly and effectively, using well-chosen words that make your meaning easy to understand. Someone who speaks articulately sounds educated and persuasive.

boldly (adverb)

If you say or do something boldly, you do it with confidence and courage, without showing fear or hesitation. When you speak boldly, you make strong statements as if you are completely certain they are true.

brightly (adverb)

If you speak brightly, you use a cheerful, enthusiastic tone of voice that sounds positive and energetic. Your voice may sound higher and more animated than usual, showing optimism or excitement.

briskly (adverb)

If you speak or act briskly, you do so in a quick, efficient manner that shows you are focused on getting things done. Someone speaking briskly uses few words and wastes no time on unnecessary details.

broadly (adverb)

If you speak broadly about something, you discuss it in general terms without being specific or precise. You give a wide, sweeping view rather than focusing on particular details.

businesslike (adverb)

If you behave or speak in a businesslike way, you are serious, efficient, and professional, focusing on practical matters rather than personal feelings or emotions. You sound formal and task-oriented.

charmingly (adverb)

If you speak charmingly, you use a pleasant, attractive manner that makes people like you and want to believe what you say. Your tone is warm and engaging, often with a smile in your voice.

confidently (adverb)

If you speak confidently, you show certainty and self-assurance in what you are saying. Your voice is strong and steady, suggesting you have no doubts about the truth or value of your words.

confused (adverb - typically "in a confused way/manner")

If you speak in a confused way, your tone shows that you don't understand what is happening or what is being asked. You may hesitate, sound uncertain, or ask questions that show you are puzzled.

dismissively (adverb)

If you speak dismissively, you treat something as unimportant or not worth considering seriously. Your tone suggests that what the other person is saying doesn't matter or isn't worthy of attention.

dreamily (adverb)

If you speak dreamily, you sound lost in pleasant thoughts or imagination, as if you are thinking about ideal possibilities rather than practical reality. Your voice may sound soft, distant, or wistful.

dryly (adverb)

If you say something dryly, you speak in a matter-of-fact way without showing emotion, often with subtle humor or sarcasm. Your tone is flat and unenthusiastic, sometimes suggesting you find something obvious or slightly ridiculous.

earnestly (adverb)

If you speak earnestly, you show that you are very serious and sincere about what you are saying. Your tone conveys deep concern or genuine belief, making it clear that you truly mean what you say.

efficiently (adverb)

If you speak efficiently, you communicate information quickly and directly without wasting words or time. You focus on delivering your message clearly using the minimum necessary explanation.

enthusiastically (adverb)

If you speak enthusiastically, you show great excitement and positive energy about what you are discussing. Your voice is animated, lively, and full of eager interest.

firmly (adverb)

If you speak firmly, you use a strong, decisive tone that shows you are determined and will not change your mind. Your voice conveys authority and resolve.

flatly (adverb)

If you say something flatly, you speak without any emotion or expression in your voice. Your tone is completely neutral, showing neither interest nor enthusiasm, which can make you sound bored or detached.

formally (adverb)

If you speak formally, you use proper, correct language and maintain a serious, professional tone. You avoid casual expressions and maintain appropriate social or business distance.

idealistically (adverb)

If you speak idealistically, you express beliefs about how things should be in a perfect world, focusing on high principles and noble goals rather than practical limitations. Your tone may sound hopeful but unrealistic.

insistently (adverb)

If you speak insistently, you keep stating something firmly and repeatedly, demanding that others accept or agree with what you are saying. Your tone shows you will not give up or be ignored.

logically (adverb)

If you speak logically, you present your ideas in a clear, rational way that follows reasonable steps of thinking. Your tone is calm and reasonable, focusing on facts and sensible conclusions.

matter-of-factly (adverb)

If you say something matter-of-factly, you state it as a simple fact without showing emotion or suggesting it is particularly important or surprising. Your tone is calm, practical, and unemotional.

methodically (adverb)

If you speak methodically, you present information in a careful, organized, step-by-step manner. You proceed systematically through your points, showing careful planning and order.

openly (adverb)

If you speak openly, you express yourself honestly and directly, without hiding anything or being secretive. Your manner shows you have nothing to conceal and are willing to share information freely.

passionately (adverb)

If you speak passionately, you show very strong feelings and deep emotional commitment to what you are saying. Your voice conveys intense belief and personal investment in your subject.

pointedly (adverb)

If you say something pointedly, you speak in a direct, deliberate way that makes your criticism or message impossible to miss. Your tone clearly shows you want the listener to understand your specific meaning.

precisely (adverb)

If you speak precisely, you are very exact and accurate with your words, paying careful attention to details and correct terminology. You leave no room for confusion or misinterpretation.

puzzled (adverb - typically "in a puzzled way/manner")

If you speak in a puzzled way, your tone shows you are confused or cannot understand something. You may sound hesitant or questioning, as if you are trying to figure something out.

quietly (adverb)

If you say something quietly, you speak in a soft, low voice that others may have difficulty hearing. Speaking quietly can also suggest you are saying something you're not proud of or don't want to emphasize.

quickly (adverb)

If you speak quickly, you say things at a fast pace, often to move past a topic or to show urgency. When you speak too quickly, you may not give others time to think about or question what you've said.

shrugging (verb)

If you shrug, you lift your shoulders to show you don't know, don't care, or think something is unimportant.

simply (adverb)

If you say something simply, you express it in a straightforward, uncomplicated way without elaborate explanation. Your tone suggests the matter is obvious or easy to understand.

sincerely (adverb)

If you speak sincerely, you genuinely mean what you say and express yourself with honest feeling. Your tone shows that your words come from true belief, not pretense.

smoothly (adverb)

If you speak smoothly, you talk in an easy, flowing manner without hesitation, often sounding polished and practiced. Sometimes this can suggest someone is too practiced, perhaps trying to persuade rather than being completely honest.

thoroughly (adverb)

If you explain something thoroughly, you cover every detail and aspect carefully and completely. You take time to make sure nothing is left out or unexplained.

thoughtfully (adverb)

If you speak thoughtfully, you express ideas that show you have considered them carefully and deeply. Your tone may be slower and more reflective, showing you are thinking seriously about important matters.

urgently (adverb)

If you speak urgently, your tone shows that something is very important and needs immediate attention. You create a sense that time is running out or that the matter cannot wait.

vaguely (adverb)

If you speak vaguely, you give unclear or imprecise information, avoiding specific details. Your words lack clarity and may seem evasive or uncertain.

warmly (adverb)

If you speak warmly, your tone is friendly, kind, and shows genuine positive feeling toward the listener. Your voice conveys affection, welcome, or emotional connection.

with conviction (phrase)

If you speak with conviction, you express your beliefs with strong certainty and force. Your tone shows you are absolutely sure of what you're saying and fully committed to it.