

Certainly! Here's a simple example of a clarification speech in a conflict-resolution tone for a group meeting:

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Hello everyone,

I appreciate everyone being here today as we work through some of the recent misunderstandings within our team.

I'd like to clarify some points that seem to have caused confusion and ensure we're all on the same page moving forward. Recently, there's been a mix-up regarding project deadlines and responsibilities, and I understand this has led to frustration.

Firstly, regarding the project deadlines, I want to reaffirm that the due dates remain unchanged. Any adjustments should be coordinated well in advance, and I apologize for any uncertainty caused by miscommunications. Secondly, concerning our responsibilities, let's remember that each task is a team effort. If you're ever unsure about your role, please reach out so we can support one another better.

By addressing these issues clearly, I hope we can alleviate any tensions and refocus on our shared goals. I'm committed to ensuring smoother communication and I'm open to any suggestions you might have.

Thank you for your patience and cooperation.

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