

COMMUNICATION WORKSHEET

This worksheet provides practice in three verbal communication strategies. Read through each strategy and provide the appropriate responses.

STRATEGY 1

STATE IDEAS IN POSITIVE, RATHER THAN NEGATIVE, TERMS. Each of the ideas below are stated in negative terms. Restate them in positive terms.

1. Don't put the ice cream in the stove. _____

2. Don't go over there. _____

3. You shouldn't wear that coat when it's so hot outside. _____

4. You know that isn't yours. _____

5. Don't move like that when I'm trying to shave you. _____

STRATEGY 2

AVOID QUESTIONS BY STATING IDEAS IN POSITIVE TERMS. Turn each of the following questions into positive statements.

1. Don't you remember that we just went to the store? _____

2. What would you like to wear today? _____

3. Who's the baby in this photograph? _____

4. Do you want to wash up? _____

5. Do you want to visit the doctor? _____

STRATEGY 3

DO NOT REASON AND APPLY LOGIC. Each of the following statements uses logic and reasoning. Offer an alternative response that does not confront the individual.

1. You know that the toothpaste goes on your teeth, not your hair! _____

2. Your sister died three years ago; she's not coming to visit you. _____

3. You know if you keep hiding those bills we'll be in trouble with the electric company.

4. Of course you know Mary. You worked with her for 25 years! _____

5. You just asked me that question! You already know when your wife is coming! _____
