

IMPROVING YOUR COMMUNICATION

1. BE OPEN

Closed off people, don't listen very well and others have trouble trusting them. They think they know everything. Be open to other possibilities. Openness helps you stay calm, humble, and less defensive.



2. LISTEN WELL

Tips to Listening Well: Stay calm, keep defensiveness down, increase understanding by summarizing your partner's words. Think about how they FEEL and what is IMPORTANT for them in this moment. What are they experiencing and what is their reality?

3. SLOW DOWN

Conversations go better if you take it slow. Don't rush. Keep a calm pace. If you feel tense, be intentional to take your time. Breathe deeply and slowly. Conflict creates urgency. Good communication is not about speed, it's about understanding.



4. DON'T YELL OR CURSE

Negative words and aggressive tone can create negative reactions. Keep your tone calm and kind. Keep your words calm and kind. Remember, "If you can't say anything nice, don't say anything at all." If you care about the person you are speaking to, then be aware of how you might make them feel.

5. BE HONEST

Relationships are based off of trust and correct information. If you are dishonest, you break trust. Trust is hard to build. Openness about yourself and your thoughts and needs provides genuine and accurate information to build trust.

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