



Name: _____

10 Ways to Have a Better Conversation

Advisory Week 26

↓What else would you add to this list?↓

Method	What this looks like / Things to remember
1. Don't multitask.	<ul style="list-style-type: none"> Put down phone, etc. Be present & in the moment. Don't think about other things.
2. Don't pontificate.	<ul style="list-style-type: none"> Pontificate: Express one's opinions in a way considered annoyingly pompous. Set aside your personal opinion. Bill Nye: "Everyone you will ever meet knows something that you don't." Everyone is an expert in something.
3. Use open-ended questions.	<ul style="list-style-type: none"> Let them describe their feelings, etc. Start your questions with who, what, when, where, why or how.
4. Go with the flow.	<ul style="list-style-type: none"> Thoughts will come into your mind and you need to let them go out of your mind. Stories and ideas are going to come to you. You need to let them come and let them go.
5. If you don't know, say that you don't know.	<ul style="list-style-type: none"> Be careful about what you claim to be an expert in. Be careful about what you claim to know for sure.
6. Don't equate your experience with theirs.	<ul style="list-style-type: none"> Don't talk about your own situation when someone is telling you about theirs. All experiences are individual. It is not about you. You don't need to take that moment to prove how amazing you are or how much you've suffered. Conversations are not a promotional opportunity.
7. Try not to repeat yourself.	
8. Stay out of the weeds.	<ul style="list-style-type: none"> Leave out the details (ie years, names, dates)
9. Listen.	<ul style="list-style-type: none"> Listen with the intent to understand, NOT the intent to reply. Be interested in other people.
10. Be brief.	